



City Council Minutes
The City of Cortland
November 15, 2011

Council Meeting #24
November 15, 2011
Regular Session
City Hall
7:00 PM

Present: Mayor Feiszli, Aldermen Craig, Tobin, Quail, Ferrer, Ferguson and Michales

Absent: Alderman Dye and Alderman Hayes

Staff Present: Director of Administration and Finance Mack Cook, City Clerk Judi Chamberlin, Corporation Counsel Patrick Perfetti

Mayor Feiszli called the twenty-fourth Common Council meeting of the year to order at 7:05 P.M.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Bill Wood spoke about agenda item #2 regarding the Governor's tax cap. He noted that only sixteen (16) percent of the State taxing districts have opted out. He asked why the City wanted to do this unless the message was that the City could not control their spending. He stated that there has been an increase in City spending over the last two (2) years. He stated that the 2012 budget had a one point five (1.5) million dollars, the largest increase in spending in Cortland history. He asked who could afford to increase spending by ten (10) percent every two (2) years. He noted that on the income side, the budget calls for an increase in State Aid of over a hundred thousand dollars (\$100,000), but the State is three hundred fifty million dollars short this year and is projected to be three (3) to three and a half (3 ½) million dollars short next year due to the down economy. He asked if the City had received any commitment from the State. He noted that a projected increase in sales tax revenue in this budget in a down economy is also questionable.

Mr. Wood noted that the State Comptroller's guide to local budgets review warns against this type of revenue projection. He noted that it's an old trick that could come back and bite the City. He noted that the Mayor had added three (3) new positions since last year in this budget while other municipalities are cutting staff and Cortland keeps adding. He felt that comp time was out of control and we'll have to pay for that down the road. He stated that the City can't continue to fund recreation services for the entire County. He noted that this Mayor and Council are voting for a budget that didn't include health insurance for those positions and then took it anyway. This cost the taxpayers almost eighty thousand

(\$80,000) dollars. He stated that they needed to get spending under control. He asked that they go back to the drawing board and find ways to cut and not increase spending.

RESOLUTION #227 OF 2011 - Minutes for the November 1, 2011 Meeting as amended.

By: Alderman Ferrer
Seconded: Alderman Quail

Approved: Ayes – 6
Nays – 0

Resolution #227 Adopted by Mayor _____ Vetoed by Mayor _____

Mayor Feiszli noted that agenda item #4 was being eliminated this evening.

Bills were reviewed, approved and filed.

Alderman Michales noted that paper products were still being purchased. Director of Administration and Finance Cook explained that these were May and June bills being submitted because the vendor had lost their accounting department in the southern tier flooding and had just submitted these bills. Alderman Michales complimented the orderliness of this Council packet.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

Mayor Feiszli noted that the Council was still having budget work sessions and in reference to the DPW employee that Mr. Wood was referring to. She explained that around thirty-nine thousand dollars (\$39,000) was being transferred from the Youth Bureau to Contingency. She explained that the DPW and the Youth Bureau met yesterday and what is being done is that they are going to share a floater. A Youth Bureau employee will work with them in the summertime for the pool and park maintenance and in the same floater will be doing snowplowing in the winter and brush removal in the fall. She noted that they were eliminating an employee and utilizing a current employee.

Alderman Quail stated that he had a two (2) page letter from a Reynolds Avenue resident who is having serious problems and he passed it on to Corporation Counsel and he will talk with Chief Catalano about what to do next. This is becoming a real problem in that area. Mayor Feiszli suggested looking into Neighborhood Watch. Alderman Quail stated that he had tried for two (2) years to get residents involved. He noted that the residents have to participate in organizing it.

Alderman Quail noted that he had received an informational email which listed Cortland County ranked sixth (6th) nationwide in a three (3) year average as far as the highest tax percentage. He attended the Chamber dinner and the Business of the Year Award given to Coffeemia. He noted that the largest business was CFCU and that the not for profit was Seven Valley Health Coalition and the Heritage Award went to Cooper Tools. They've been in the area since 1834 and they are now called Apex Tools and Steve Cinquanti

received the Community Service Award. He also noted that he would be sharing flyers sent out by students accusing City Police of harassment.

Mayor Feiszli noted that Chief Catalano would update the Council regarding the Cortica weekend.

Alderman Michales noted that the crows are back again. He asked that some program be put in place instead of ignoring them. Alderman Quail noted that we have to look at our trash system and in order to make headway with the crow problem; we have to eliminate the food source. Alderman Michales felt that was a good start. Director of Administration and Finance Cook stated that he is looking at the feasibility of using a ninety-five (95) and forty-five (45) rollout cart instead of blue bags. He noted that there are two (2) problems, where they go on the curb and the second is due to severe cold, bags freeze to the inside of the container.

Alderman Ferguson asked how attractive these containers were as she had heard that they were ugly. Director Cook thought they looked better than the blue bags. Alderman Quail felt that if it solved the crow problem, he would be happy. Director Cook noted that they were rodent proof and could be placed curbside the night before and would be given to individual houses. Alderman Ferguson asked who would pay for the containers. Director Cook explained that it would be part of the refuse bid process and included in the RFP process.

Corporation Counsel Perfetti noted that his family discovered that if you covered your trash with a white sheet, the birds didn't detect the trash.

Alderman Tobin thanked the residents who came out on Sunday for the clean up in the City. He appreciated the assistance from the DPW and Casello who provided the trash bags at no cost. He noted that Mack Cook was out helping and organizing and he thanked him for his efforts.

Alderman Tobin reported that he has spoken with Alderman Ferguson and Alderman Quail and some others to talk about the sign ordinance. He noted that there were two main concerns and he asked that this topic be placed on the December 6 Council agenda for further discussion. The concerns raised were regarding signage in the right of way and duration of signage after an election has been certified.

Mayor Feiszli noted that there was an overtime expense to the Police Department for Cortica Jug weekend. She thanked Deputy Chief Sandy for writing a letter to the City Judge explaining that the local law passed last year increasing fines and penalties was written incorrectly, and his letter asked the judge to consider raising fines and penalties as the law was initially presented to offset the loss of income from the overtime. She noted that the cost was about eight thousand dollars (\$8,000).

Chief Catalano noted that the clean up done on Sunday made the City look wonderful and he thanked all who participated. He explained that Deputy Chief Sandy's letter asked Judge Meldrim to take into consideration the law's intent with regards to raising the minimum fines within the graduate system. Chief Catalano hoped that the judge would

take that into account. He explained that it was a busy weekend and the crowd was jovial and there were no violent issues. This weekend stats were two hundred twenty-two (222) arrests and last year there were one hundred eighty-three (183) arrests. He stated that they responded to two hundred thirty-two (232) calls over the past weekend and in 2010 they answered two hundred thirty-one (231). He noted that few arrests were made for noise complaints as residents complied when asked to. He stated that ordinance arrests were pretty much for noise, open container and littering and penal law arrests are generally disorderly conduct and unlawful possession. He noted that only seven (7) of all those arrested were SUNY Cortland students and only five (5) were TC3 students the rest were not students. He noted that overtime and payroll fringe benefits for weekend coverage was six thousand six hundred seventy-six dollars (\$6,676). He noted that more was spent last year, but the college did reimbursement them for some of that cost. He stated that overall, there were no huge problems over the weekend and the Sheriff's Department provided good assistance.

Alderman Quail noted that perhaps half of the City was out on Tompkins Street Saturday night. He noted it was wall to wall kids. Anne Doyle noted that the other half was on Lincoln Avenue.

Mayor Feiszli thanked everyone who helped in the clean up and to the Police Department and to Director of Administration and Finance Cook who rode along with Chief Catalano during the weekend. Director Cook noted that the Police Department did a wonderful job with the students and it was a positive experience.

Update RFP Payroll Services (Mack Cook)

Director Cook explained that as part of the corrective action plan an RFP was put out for payroll technology and HR services. He stated that there were three (3) responses and he will share the responses with the Council members who would like to become involved with this. He felt that any of the responders could do the job to centralize payroll and HR as outlined in the Comptroller's Report. He invited interested Council members to participate in the committee to review the RFP and he noted that this process is on schedule and he would provide an update to the Financial Advisory Committee.

PINK SHEET Sign Off

AGENDA:

RESOLUTION #228 OF 2011 – Consideration of a resolution to approve a Memorandum of Understanding for the Fire Fighters Bunker Program. (Corporation Counsel)

Chief Glover explained that he had provided a section of the existing collective bargaining agreement and then the memorandum of understanding is how the existing language is proposed to be changed and requirements prospective candidates would have to meet.

Corporation Counsel Perfetti noted that Asst. Corporation Counsel had advised that this memorialized what has been the practice and is the present practice that the Fire Department is presently requires for participation in the bunkering program. Chief Glover

noted that this was a new program for the Fire Department and had to be gotten off the ground quickly. He explained that notification had not necessarily included volunteer eligibility because volunteer participation only shifted the Department's resources, but he is in the process of correcting that. Alderman Michales stated that he thought that was the whole idea of this program. Chief Glover stated that the Department was moving in that direction. Alderman Ferguson asked when that might begin.

Chief Glover stated that moving into 2012 the Department has decided that modifications are needed, but they didn't want to fail with the program and they are now reaching out. Alderman Ferguson asked if this had led to animosity between volunteers and the Fire Department. Chief Glover noted that this existed, but it had for over a hundred (100) years. He felt that the Department had done a nice job of integrating and diminishing that animosity, but there would always be some. Chief Glover noted that the grant was for about five hundred and sixty-five thousand dollars (\$565,000).

Alderman Tobin asked him to explain the memorandum dated November 10 asking if that summarized what the qualifications were. Chief Glover noted that one was what existed and the other is the proposed. Corporation Counsel Perfetti stated that the proposed now allows more time to meet requirements. Alderman Tobin asked about Section I. Corporation Counsel Perfetti noted that was included because of a potential impact on the collective bargaining agreement. Alderman Tobin asked for a comparison of current training.

By: Alderman Quail
Seconded: Alderman Michales

Approved: Ayes – 5
Nays – 0
Abstain – 1 (Ferrer)(re: conflict of interest)

Resolution #228 Adopted by Mayor _____ Vetoed by Mayor _____

Item No. 2 – Discussion of introduction of Local Law number four of 2011 a local law to enact an override to the tax levy limit established in New York General Municipal Law, Section 3-c, as Chapter 202, Article V, Sec. 17, of the Code of the City of Cortland, New York. (Corporation Counsel)

Corporation Counsel Perfetti explained that this is highly recommended by NYCOM and why. He noted that it is not needed for this year maybe not even next year, but it could be needed in the future and the Council needed to leave that option available to them. He recommends adopting this before adopting the final budget.

Alderman Tobin asked if there was another way that the tax cap could be exceeded if this local law was not adopted. Corporation Counsel Perfetti stated that he didn't know of one.

Item No. 3 – Schedule a public hearing for Local Law number four of 2011. (Corporation Counsel)

A public hearing on the Local Law was scheduled for December 6, 2011, at 6:45 PM.

Item No. 4 – Consideration of Resolution to promote two Department of Public Works Employees to MEO Light. (Chris Bistocchi)

Removed from agenda.

Item No. 5 – Discussion of Rickard Street Apartments Past Due Water and Sewer Bills. (Mack Cook)

Director of Administration and Finance Cook noted that there was a need to establish a policy to collect past due water and sewer bills. He noted that as of last Friday, about twenty-seven (27) percent of the City Water bills are in arrears and about forty-six (46) percent of the City Sewer bills are in arrears. He explained that the City is very limited on what action could be taken because of State law allows. He noted that discussion has taken place with the County and it's been found that the tenant has paid the bill, but the landlord has not and the County has paid the landlord for rent subsidy assistance. He noted that the County is currently looking at the possibility of diverting the rent subsidy back to the County for the amount of the utilities. He is asking for guidance in how aggressive the Water Department should become on this issue. He noted that as a result of this agenda item this property owner is coming to Cortland this Thursday to address this, but have yet to collect the money.

Director of Administration and Finance Cook explained that to even out cash flow, the City should reconsider its policy of adding past due water and sewer bills to the property tax bill. He noted that by combining it on the property tax bill, property owners just thought of it as a high tax bill and not that it contained past due water and sewer bill amounts plus penalty.

Alderman Quail asked if the City could publish a listing of names of property owners having past due water and sewer bill and the amounts owed. Corporation Counsel Perfetti noted that certainly might be an incentive, but that there was a cost associated with that.

Director of Administration and Finance Cook stated that by working with the County, he hoped to take the City out of the equation of subsidizing Section 8 housing when the property owner didn't pay the water and sewer bills.

Alderman Michales noted that there was also a problem with unpaid taxes on properties where the owner has walked away. Corporation Counsel Perfetti noted that hopefully, some of that was taken care of with the foreclosure sales. Director Cook stated that he would draft a policy on how to pursue this for Corporation Counsel and the City Counsel to review.

RESOLUTION #229 OF 2011 – a) Consideration of a resolution to recognize and appropriate revenues for the Building & Grounds Department. (Mack Cook)

These funds resulted from the sale of a generator. Alderman Quail asked if the City of Cortland had a policy in place for the disposal of fixed assets. Corporation Counsel

Perfetti stated that there was no policy, but there were State laws that governed this. He did recommend that a policy be put in place and that the Council should approve the disposal of assets. There was some discussion regarding if it was appropriate to return it to that budget line and that the generator cost the City a dollar (\$1).

By: Alderman Ferguson
Seconded: Alderman Ferrer

Approved: Ayes – 6
Nays – 0

Resolution #229 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #230 OF 2011 – b) Consideration of a resolution to recognize and appropriate revenue for the Police Department. (Mack Cook)

This was recognition of funds from three (3) grants.

By: Alderman Ferrer
Seconded: Alderman Quail

Approved: Ayes – 6
Nays – 0

Resolution #230 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #231 OF 2011 – c) Consideration of a resolution to approve a transfer of funds from the Utilities line to the Contractual line for the Mayor's Office. (Mack Cook)

This was an amount of two hundred (\$200) dollars for a donation. Alderman Michales noted that the group did an excellent job that day, but he didn't want to get into making donations to charitable organizations using taxpayer money.

Mayor Feiszli noted that the check had been made to the Fraternity who will donate it to the Jimmy V Cancer Foundation. This is a payment for services rendered for putting up and removing the tent and chairs for the 9/11 event but the fraternity plans to take the money and make a donation to the charity. Alderman Tobin shared Alderman Michales' concerns. Mayor Feiszli and Corporation Counsel Perfetti noted that this is a fee for services rendered and not a donation.

By: Alderman Ferrer
Seconded: Alderman Craig

Approved: Ayes – 4
Nays – 2 (Tobin, Michales)

Resolution #231 Adopted by Mayor _____ Vetoed by Mayor _____

Corporation Counsel Perfetti thought that a majority vote of the constituted Council body and if that body was eight (8) then five (5) positive votes were needed for passage.

RESOLUTION #232 OF 2011 – d) Consideration of a resolution to approve a transfer of funds from the Contingencies line to the Contractual line for Law Department. (Mack Cook)

Deputy Director of Administration and Finance Crompton noted that this would be close for covering salary for the remainder of the year.

By: Alderman Ferrer
Seconded: Alderman Craig

Approved: Ayes – 6
Nays – 0

Resolution #232 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #233 OF 2011 – e) Consideration of a resolution to approve transfers from various departments and within the Public Works Department. (Mack Cook)

Director Cook explained that this was preparing us for going into the snow season to make sure that the DPW has sufficient money on hand to remove snow between now and the next budget cycle. This would also cover additional salt between now and the new calendar year. He noted that any remaining surplus would roll over until next year. He also suggested consideration of establishing a reserve for snow removal so we aren't prone financially.

Alderman Tobin asked for clarification on "weather conditions". Director Cook noted that it would be for snow removal. He explained that a roll over of surplus would stay in that account for snow removal next year and not be put in Contingency. He wanted to do this for better planning.

By: Alderman Ferrer
Seconded: Alderman Craig

Approved: Ayes – 6
Nays – 0

Resolution #233 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #234 OF 2011 – f) Consideration of a resolution to approve transfers of funds from Personal Services to Tree and Stump Removal within the Public Safety. (Mack Cook)

Director Cook stated that he believed that this would be the last transfer for stump removal.

By: Alderman Ferrer
Seconded: Alderman Michales

Approved: Ayes – 6
Nays – 0

Resolution #234 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #235 OF 2011 – g) Consideration of a resolution to approve transfers of funds from Personal Services to Education Benefit, EMT Stipend and Uniform Allowance within the Fire Department.

Alderman Tobin noted that the reason this was being done was because these are taxable benefits.

By: Alderman Tobin
Seconded: Alderman Michales

Approved: Ayes – 6
Nays – 0

Resolution #235 Adopted by Mayor _____ Vetoed by Mayor _____

Mayor Feiszli added the following transfers to the agenda at the Council's request.

RESOLUTION #236 OF 2011 – h) Consideration of a resolution to transfer SEIU stipend that was budgeted in the DPW 415 line, but is now paid through payroll as a taxable fringe benefit.

By: Alderman Ferrer
Seconded: Alderman Quail

Approved: Ayes – 6
Nays – 0

Resolution #236 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #237 OF 2011 – i) Consideration of a resolution to transfer one thousand five hundred dollars (\$1,500) in the Sanitary Sewer budget from Training to Vehicle Repair.

By: Alderman Ferrer
Seconded: Alderman Tobin

Approved: Ayes – 6
Nays – 0

Resolution #237 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #238 OF 2011 – j) Consideration of a resolution to transfer of two thousand eight hundred dollars (\$2,800) of contingency funds to personal services to cover salaries because of a contract settlement.

By: Alderman Ferrer
Seconded: Alderman Craig

Approved: Ayes – 6
Nays – 0

Resolution #238 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #239 OF 2011 – Consideration of a resolution to authorize the Cortland City Clerk's Office to transfer the animal population control fees collected from December 1, 2011 to the Cortland County Clerk instead of New York State for a (5) year period, transfer will begin January 2012. (Judith Chamberlin)

By: Alderman Ferrer
Seconded: Alderman Craig

Approved: Ayes – 6
Nays – 0

Resolution #239 Adopted by Mayor _____ Vetoed by Mayor _____

Item No. 8 – Adopt the Proposed 2012 General Fund Budget in the amount of \$18,193,773. (Mack Cook)

Director Cook explained that this is the process outlined in the City Charter. The first is called the Tentative or Mayor's budget and that is what is filed in the Clerk's Office. He explained that then workshops are held and the budgets can be amended. He explained that the next step in the Charter is that on November 15 the Council must adopt the Proposed Budget. He stressed that this was not the final budget and that the Council is to schedule public hearings on this Proposed Budget. He asked to speak with Council on some changes to the Proposed Budget that he would like to see incorporated into the final budget in addition to the public comment. He again stressed that this was not adoption of the final budget; just part of the Charter budget process that was being followed.

Alderman Michales asked when he would like to schedule another workshop. Director Cook stated that he would like to schedule it for after public comment.

Alderman Tobin asked about some personnel changes that had been suggested. Director Cook noted that those had been worked through with inter-departmental cooperation.

Mayor Feiszli reminded them that this was not the actual adoption of the budget.

Alderman Tobin asked about a position in the Law Department. Director Cook stated that was a subject to be worked through. Alderman Quail realizes that there was no budget increase, but spending has gone up and he wants this budget looked at very closely as it may come back to haunt the City in the future.

Director Cook noted that he did not want to bet the City's future income on sales tax revenues. Alderman Tobin is concerned about creating a permanent appointment in the Law Department.

RESOLUTION #240 OF 2011 – Adopt the Proposed 2012 General Fund Budget in the amount of \$18,193,773. (Mack Cook)

By: Alderman Quail
Seconded: Alderman Craig

Approved: Ayes – 5
Nays – 1 (Tobin)

Resolution #240 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #241 OF 2011 – Adopt the Proposed 2012 Water Fund Budget in the amount of \$1,816,940. (Mack Cook)

By: Alderman Ferrer
Seconded: Alderman Craig

Approved: Ayes – 6
Nays – 0

Resolution #241 Adopted by Mayor _____ Vetoed by Mayor _____

RESOLUTION #242 OF 2012 – Adopt the Proposed 2012 Sewer Fund Budget in the amount of \$3,735,823. (Mack Cook)

Director Cook noted that there was no change in the sewer rate in 2012.

By: Alderman Ferrer
Seconded: Alderman Craig

Approved: Ayes – 6
Nays – 0

Resolution #242 Adopted by Mayor _____ Vetoed by Mayor _____

Item No. 11 – Schedule public hearings for the proposed budgets. (Mack Cook)

A Special Council meeting was set for November 29, 2011, for Public Hearings to begin at 7:00 PM with a work session to follow.

Item No. 12 – Discussion of Contractual Review of proposal to upgrade lighting at Waste Water Treatment Plant. (Mack Cook)

Director Cook explained that all the lighting had been upgraded at all other buildings and this is the last building in that process. The contractor is proposing at total cost of seventy-one thousand two hundred thirty-two dollars (\$71, 232) to do this and they are proposing that a rebate will be about twenty thousand (\$20,000) dollars. He cautioned that the rebate is a soft number. He noted that the economic benefit does depend on that rebate materializing.

Corporation Counsel Perfetti noted that this facility is the highest energy user of all our facilities. Director Cook agreed.

Mayor Feiszli asked if this was a contract that the Council needed to approve and authorize the Mayor to sign. Corporation Counsel Perfetti stated that he has reviewed this contract and it is acceptable to them.

Alderman Michales asked why electrical contractors were not approached to make these changes for the City. Bruce Adams noted that Rob Avery sought the bids through National Grid. Bruce Adams noted that this is an expansion of a contract that the Council already has approved. Corporation Counsel Perfetti explained that these contracts were part of an energy survey through the utility company. Alderman Michales noted that he thought these were items that the maintenance staff could do. Bruce Adams disagreed. There was further discussion regarding both opinions. Alderman Michales stated that he would provide names of some local electrical contractors who might do this work at a much lower price.

Mayor Feiszli noted that this will be kept as a discussion and this will be brought up at the December 6, 2011 Council meeting. More discussion took place regarding the disposal of hazardous items not covered by the proposed contract.

Item No. 13 – Contractual Review of proposal for maintenance and repair of street signals. (Mack Cook)

Director Cook gave background on this. He noted that the Council had to transfer the duties of the Public Safety Department to insure continuous operations. He noted that an RFP was issued in 2010 for outsourcing traffic signal maintenance and two (2) responses were received. Syracuse Signals was one and the other was Dafoe Construction of Homer. He noted that work has begun in transitioning from Public Safety to Codes and transferring duties. He has spoken with Syracuse Signals and they will honor their proposal that was submitted a year ago, but he has not reached Dafoe Construction. He compared the two proposals with regards to response times, work to be performed and price. Director Cook recommended Syracuse Signals.

Mayor Feiszli noted that the City was dissolving Public Safety and that was going under the DPW and the person who was doing the work will be going to Code Enforcement and she questioned the cost. Mayor Feiszli would like to review this further. Alderman Ferguson asked for more information on how many calls were received per month and what the repair issues were. Director Cook noted that street signage and striping were not included in this proposal, but Syracuse Signal was capable of doing that work.

Mayor Feiszli asked Director Cook to speak with the County regarding striping. Director Cook has spoken with them and the company the County has contracted with for striping goes for "long runs", which is eighteen (18) miles or more. He noted that the City does crosswalks and short runs.

Director Cook noted that striping was not the issue here. He noted that decisions need to be made as to how to cover duties that are being done by Public Safety. He noted that whatever is decided, it has to be completely workable for the Police Department. Mayor Feiszli noted that this has to be looked into further. Director Cook noted that the City had contracted with Syracuse Signals in the past. Alderman Quail wanted to find out more about the City's history of calls. Corporation Counsel Perfetti noted that the City could be libel for an uncontrolled intersection. Mayor Feiszli wants the City to look into LED lights as an option.

Director Cook reminded them that currently the City has a Public Safety employee who is on call at contractual rates to respond to these calls until a decision is made on this. Alderman Quail noted that the contract proposal did not include parts. Alderman Quail also noted that the City was paying a minimum of one hundred eighty (\$180) dollars per call to the current employee plus benefits.

Mayor Feiszli suggested a work session be held to discuss dissolving Public Safety. The Council agreed. Mayor Feiszli asked that Director Cook organize this.

Item No. 14 – Proposal for software Consultant. (Mack Cook)

Director Cook noted that part of the City's need is to enhance the financial software. He noted that the State Comptroller's report cited shortcomings in our current software and this needs to be upgraded to get better control of our costs. He explained that an RFP for consulting services went out mid-summer and it came back at forty-four thousand (\$44,000) dollars. He noted that one was received from Barry Shaw, someone who he was familiar with. He has spoken with him with regards to the services actually needed by the City and the costs have now been reduced to about fifteen thousand (\$15,000) dollars. The service will determine what the City's actual user needs are before we actually purchase a software program. He noted that the consultant will determine the needs, find a vendor with a good industry reputation and has a product that meets our needs. This will include the development of an extensive RFP, staff training on what to ask vendors and then writing a contract with the chosen company to see that they meet our usability timeline.

Mayor Feiszli asked how the City would finance payment for the software. Director Cook noted that will depend on which components the City uses, noting that the Payroll

component is usually the most expensive. Mayor Feiszli stated that this will be placed on the Council agenda. Alderman Michales noted that December 20, 2011 was best.

Item No. 15 – Discussion of Fund Balance Section of Financial Policies. (Mack Cook)

Director Cook noted that this was a continuation of long range planning. He explained that he needed to have something in place by the end of this year to meet GASB requirements. He stated that he would like to bring to the Council a basic financial resolution so that the auditing firm will be able to give the City an unqualified opinion in their management letter with regards to this. He noted that this was vital and needed to be addressed and he wished it had been brought to the Council's attention in 2010 rather than at the last hour.

Executive Session

Executive Session to discuss potential litigation.

Motion to go into Executive Session

By: Alderman Ferguson
Seconded: Alderman Ferrer

Motion to come out of Executive Session

By: Alderman Ferguson
Seconded: Alderman Ferrer

Adjournment

By: Alderman Craig
Seconded: Alderman Ferrer

Approved: Ayes – 6
Nays – 0

I, JUDITH CHAMBERLIN, CITY CLERK OF THE CITY OF CORTLAND, NEW YORK DO HEREBY CERTIFY THAT SAID RESOLUTIONS WERE ADOPTED BY THE COMMON COUNCIL AT A REGULAR MEETING OF THE COMMON COUNCIL OF THE CITY OF CORTLAND, HELD ON THE 15th DAY OF NOVEMBER 2011. I FURTHER CERTIFY THE FOREGOING RESOLUTIONS WERE PRESENTED TO THE MAYOR IN THE TIME REQUIRED FOR HER CONCURRENCE IN ADOPTION OR REJECTION BY VETO POWER.

JUDITH CHAMBERLIN, CITY CLERK

MAYOR FEISZLI