



City Council **Minutes**
The City of Cortland
March 17, 2020

Council Meeting #6

March 17, 2020

Birch Building at Suggett Park

7:00 PM

Present: Aldermen Bruce Tytler, William Carpenter, Troy Beckwith, Thomas Michales, John Bennett, Jacki Chapman

Excused: Alderman, Kat McCarthy, Katy Silliman,

Regular Session:

Mayor Tobin called the sixth Common Council meeting of the year to order at 7:01 PM.

Pledge of Allegiance

Public Comments:

No one present to speak.

Mayor's Report:

Mayor stated that he had a suggestion to do a consent agenda 1-9. Mayor Tobin stated there was recommendation to pull items 10 & 11 from the agenda.

Resolution #73 of 2020 - Motion to approve the minutes from the meeting of March 3, 2020 as presented.

Motioned by: Alderman Tytler

Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Motion to consider consent agenda Items 1-9.

Motioned by: Alderman Tytler

Seconded by: Alderman Beckwith

Approved: Ayes – 6
Nays – 0

Motion to approve agenda items 1-9.

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Council approved pulling items 10 & 11 from the agenda.

Resolution #74 of 2020 – Resolution to approve the appointment of Angela Gellatly to the Public Safety/DPW Commission for a 3 year term.

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Resolution #75 of 2020 – Resolution to lift the hiring freeze to hire Cheryl Michales as a part time employee in the City Clerk’s Office from April – June 2020.

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Resolution #76 of 2020 – Resolution to recognize and appropriate \$3830.40 from fees received for reimbursement of sidewalk shoveling from account A3620-42701 to A3620-541505 contractual services.

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Resolution #77 of 2020 – Resolution to transfer \$27,534.28 from Capital fund to account A3410-540200 in the Fire Department to reimburse the Federal Share of the Station #2 vehicle exhaust extraction grant.

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Resolution #78 of 2020 – Resolution to approve the Mayor to enter into a Memorandum of Agreement with SEIU member Connie Sorrells to assist the IT Department.

Motioned by: Alderman Tytler

Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Resolution #79 of 2020 – Resolution to award a contract for program delivery and grant administration to Thoma Development Consultants for the 2018 \$350,000 NYS Affordable Housing Corporation Grant for a fee or the lesser of \$35,000 or 10% of the project costs.(Subject to Corporation Counsel approval).

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Resolution #80 of 2020 – Resolution to award a contract for program delivery and grant administration to Thoma Development Consultants for the DRI Building Redevelopment Program for a total fee of \$58,000. (Subject to Corporation Counsel Approval).

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Resolution #81 of 2020 – Resolution to approve the Mayor to enter into a contract agreement with the Cortland Regional Sports Council for the amount of \$12,000.00.

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Resolution #82 of 2020 – Resolution to adopt the 2020 Miscellaneous Revenue Budget incorporating the following expenditures:

• Tree Fund	\$10,000
• Sidewalk Repair Program	\$20,000
• Cortland Sports Council	\$12,500
• Downtown Music Series	\$5,000
• Administrative and Advertisement	\$500
Total Budgeted Expenditures	\$48,000

Motioned by: Alderman Tytler
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

Item #12 – Discussion on the City’s plan for the Covid-19.

Mayor Tobin stated have had a very busy and quickly moving week or less. At Department Head meeting on Wednesday. Mayor Tobin spoke with the Department Heads of Police and Fire having them speak with their counter parts and surrounding agencies. We are starting to have conversations on how to address this. Situation has developed on Friday and Mayor Tobin attended a meeting at the County. The County was having similar discussions internally and externally. On Friday afternoon there was information was coming in from the courts where the Office of Court Administration was starting to limit exposure that the court has. We were told we couldn’t share the same area as the courts. The goal is social distancing with the intention of flattening the curve. Department Heads were asked not to be present at the meeting and are available by phone if needed. Emergency Response teams are working and have plans to get through this time. The public need to relay to First Responders if they have been in contact with someone who is exposed and/or if you feel flu like symptoms need to tell the First Responders. DPW workers are essential people and are working but different shifts. City Hall employees were cut to 50%. Some employees are working from home and others are off setting hours/days. Doors to second floor are locked. Asking the public to call first before touching the door handle. The Youth Bureau employees are working from home. Codes will have fewer inspections. Future Council meetings going forward will be done via telephone until the Governor lifts the executive order. There was the suggestion to go to the County Health Departments website for information. If City Hall was to shut down why would it take a couple days? One of the benefits right now by having people going through their tasks, we are figuring out what they can do from home. For example there is a program that Bob Rhea uses, he doesn’t have access to it at home and are working on fixing it. Give it a day or two and we will have it figured out. Students are coming back and people are concerned as they were told not to come back. The March 31, 2020 school meeting has been postponed. There was a suggestion to start using Skype for meetings.

There was a discussion regarding parking restrictions. The question was raised as to whether or not to have odd/even continue. It has been decided to leave it as is for now.

Adjournment

Motioned by: Alderman Bennett
Seconded by: Alderman Carpenter

Approved: Ayes – 6
Nays – 0

I, RAYMOND A. PARKER, CITY CLERK FOR 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 17TH DAY IN MARCH 2020. I FURTHER CERTIFY THE FOREGOING RESOLUTIONS WERE PRESENTED TO THE MAYOR IN THE TIME REQUIRED FOR HIS CONCURRENCE IN ADOPTION OR REJECTION BY VETO POWER.

RAYMOND A. PARKER, CITY CLERK

MAYOR BRIAN TOBIN