

**Auburn City Council
Regular Meeting
Thursday, July 9, 2020 5:00 P.M.
City Council Chambers
Memorial City Hall
24 South St.
Auburn, NY 13021**

Minutes

The meeting of the Auburn City Council was called to order at 5:00PM in the City Council Chambers, 24 South St. Auburn NY by Councilor Cuddy.

Roll Call – The City Clerk called the roll. Councilor Debra McCormick, Councilor Jimmy Giannettino, Councilor Terry Cuddy and Councilor Tim Locastro were all present. Mayor Quill was excused.

The following City Staff was present for the meeting:

- City Manager, Jeff Dygert
- Assistant Corporation Counsel, Nate Garland
- Deputy City Clerk, Coleen LaMay
- City Comptroller, Rachel Jacobs
- Police Chief, Shawn Butler
- Director of Capital Projects and Grants, Christina Selvek
- Fire Chief, Mark Fritz
- Senior Planner, Tiffany Beebee

Pledge of Allegiance to the Flag – Councilor Cuddy led the Pledge of Allegiance.

Moment of Silent Prayer or Reflection – Councilor Cuddy asked for a moment of silent prayer.

Councilor Cuddy

Thank you Are there any public announcements?

Coleen LaMay

None

Councilor Cuddy

And no ceremonial presentations? Proclamations? Okay, next is public to be heard

Coleen LaMay

Each city council meeting the council reserves time on the council agenda for the public to be heard. This public portion of all regular meetings of the city council is open to any individual wishing to speak on issues before or involving the City Council, city government or matters of general city concern. Individuals wishing to speak before council shall be allowed to do so subject to the following rules, prior to addressing Council speakers first will be required to state their name, address and organization affiliation if any, a limit of three minutes will be allotted to each speaker and it is expected that speakers before the council will observe commonly accepted rules of courtesy and decorum.

Councilor Cuddy

Is there anyone wants to be heard this evening? Okay, we will close the public to be heard. If anyone shows up late we will have another public to be heard at the end if they want to talk then. Approval of the meeting minutes for June 18th. Are there any minutes on that?

Coleen LaMay

Yeah, we have minutes from the 18th.

Councilor Cuddy

Councilor McCormick motioned to approve. Councilor Locastro. Second.

Coleen LaMay

Approval of the June 18, 2020 City Council meeting minutes. Councilor McCormick (aye), Councilor Giannettino (aye), Councilor Cuddy (Yes), Councilor Locastro. (Yes). Carried.

Councilor Cuddy

June 25th Meeting Minutes. Those will be coming on the next agenda.

Coleen LaMay

I would think.

Councilor Cuddy

Ok we'll wait for them. Okay. All right next to the city manager's report. Mr. Dygert, City Manager's report, please.

City Manager Dygert

- Residents may have noticed that some fire hydrants are currently painted white. This is just a primer and the hydrants will be repainted yellow. This is part of a long planned maintenance program aimed to keep the hydrants attractive, visible, and in good repair. Work is being performed by water department crews.
- The City of Auburn is accepting bids for Construction Documents, Construction Administration, and Construction Inspection of the Bradford St. Playground. Bids are due back July 16; more information is available on the city webpage under the tab "Bids/RFPs."

- The City of Auburn has issued a Request For Proposals (RFP) for Combined Sewer Overflow (CSO) Facility Upgrade and Design including construction administration and inspection. The RFP responses are due back July 30; more information is available on the city webpage under the tab “Bids/RFPs.”
- The City of Auburn is accepting bids for the 2020-2021 Annual Revolving Loan Sidewalk Program. Bids are due back July 28; more information is available on the city webpage under the tab “Bids/RFPs.”
- Casey Park Pool opened yesterday after a brief delay caused by a failed original underground pipe. The pipe was repaired by city crews and the operation was inspected as required by the Cayuga County Health Department. The pool is being staffed by YMCA Lifeguards and is being operated in accordance with NYS Guidelines related to social distancing. Anyone interested in utilizing the pool is encouraged to view the new guidelines and procedures on the City of Auburn webpage.
- The State St. Bridge is closed to both vehicular traffic and pedestrian traffic for reconstruction. At this time a significant portions of the bridge has been removed over the river. We have received reports of pedestrians ignoring signs and barriers and continuing to navigate over the bridge or utilizing the railroad tracks to cross the river. There is an established pedestrian detour along Garden St. near Health Central.
- About a month ago, when NYS allowed for partial reopening of outdoor dining areas, the city worked diligently with BID and downtown restaurants and other businesses to devise a plan that could potentially help the downtown restaurants expand into the public way as allowed under new Liquor Authority guidance while not disrupting other businesses and with safety of patrons and the travelling public in mind. Now, nearly a month later we asked BID to communicate with the impacted restaurants to see how the changes were impacting their businesses. The reply was that the weekend street closures and expanded seating areas have not been as highly utilized as had been anticipated. As such, we will no longer be closing State St. down which will help us reduce expense and inconvenience to travelers through that area.
- Earlier as the Covid-19 situation was developing, the city postponed several city sponsored events as large gatherings were prohibited by Executive Order of the NYS Governor. As the situation has evolved it has become evident that it is neither prudent nor feasible to reschedule these events this year. Due to several factors including cost to provide security and oversight, difficulty in enforcing social distancing compliance, and concern for the public health; the city will not be considering these events or providing support or permits for private events often held in the past. We hope to resume event programming next year and will reevaluate the situation during the winter and spring.

Councilor Cuddy

Okay, thank you. Any questions?

Councilor Locastro

Just a question for Jeff. An update on the ballpark as far as staffing, what's the next step down there?

City Manager Dygert

Right now our staffing is there. There's one person down there that maintains the grounds. He also does other stuff for us and other facilities as needed. Obviously, I think it was last week, we got the official

notification that there would be no season this year. So we are working through things with season ticket holders now for refunds and things of that nature. And, you know, we'll continue to work with Cayuga Community College, to see what the future holds for them. All I know right now is what I've actually read in the media recently, and it doesn't look like they're going to have much of a season in the fall either. So, you know, we'll continue to maintain the facility so that we don't take any steps backwards. We have to do a minimum amount of maintenance down there, but it's going to be pretty much at this point.

Councilor Locastro

Can the field be utilized by anybody else. Can it be rented out? Can it be utilized by people of Auburn?

City Manager Dygert

Well, so what we've got is we continue to make decisions based on the guidance we've received from New York State. New York State has an actual guidance document. And it breaks things down into the type of sport and how it's being conducted. We've had significant conversation with various coaches around. Some of those coaches were associated with, say, the school district or the college, but because they're associated with the school district and the college, each of those entities has their own set of rules they're supposed to follow. So the individual coaches, although they may be enthusiastic and want to do things. The organizations they work for, are not allowed to conduct practices and things like that in typical fashion. There have been some individuals that have expressed interest but what we have on our end of things is insurance issues that we have to deal with to make sure that if somebody out there when they get injured, on the field, that they're covered, hopefully by somebody other than the City. And we still have all of these other social distancing things that rules and regs that have to be followed. We've tried to communicate that to folks, folks that have communicated with the city manager's office, we send them that document. I'm not sure that everybody's aware that it exists out there. So we would try to communicate that to them. Thank you.

Councilor Giannettino

I have a question for you as well. You mentioned Bradford Street Playground. Is that CDBG eligible? I can't remember. It is okay. So it's nothing we're borrowing for, it's going to be funded through CDBG. Thank you.

Councilor Cuddy

Anyone else? All right, thank you. Financial Resolution 75 of 2020, authorizing various operating and capital budget transfers. Do I have a first? Councilor McCormick. Seconded by Councilor Giannettino.

Coleen LaMay

Financial resolution #75 of 2020

AUTHORIZING various OPERATING and capital budget transfers

By Councilor McCormick

WHEREAS, the City of Auburn staff is requesting various operating and non-operating budget transfers for the fiscal 2019-20 year as outlined in attachment A; and,

WHEREAS, there is no fund balance being used for these transfers.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Auburn, New York:

1. That the Auburn City Council does hereby authorize the transfers in Attachment A for the 2019-20 fiscal year; and,
2. That this resolution shall take effect immediately upon its adoption.

Seconded by Giannettino

Attachment A: 19-20 FY						
7/9/2020						
Amount	Account to		Account From		Reason	
\$ 10,441.75	A3120.811	Police - Social Security	A3120.110	Police - Salary & Wages	Transfer necessary to maintain account balances/avoid overbudget accounts	
\$ 5.44	A3120.811.COURT	Police - Social Security (court)	A3120.110	Police - Salary & Wages		
\$ 244.95	A3120.811.LI NEU	Police - Social Security (lineup)	A3120.110	Police - Salary & Wages		
\$ 2,533.34	A3120.823	Police - 207C	A3120.110	Police - Salary & Wages		
\$ 14,000.00	A3410.110	Fire - Salary & Wages	A3410.482	Fire - Veh Maint		
\$ 11,206.51	A3410.110	Fire - Salary & Wages	A3410.440	Fire - Services		
\$ 350.00	A3410.122	Fire - Stipend	A3410.440	Fire - Services		
\$ 10,000.00	A3120.451	Police - Consulting	A3120.110	Police - Salary & Wages		
\$ 10,000.00	A3120.823	Police - 207C	A3120.110	Police - Salary & Wages		

Councilor Cuddy

Any discussion?

Councilor Giannettino

Can we get a brief explanation of what the budget transfers are for?

Rachel Jacobs

Good evening. The department's requested these budget transfers. The first few looks like it's mostly to move funds so that the Social Security is broken out by each individual project code. And the Fire Department, that is due to cash outs for retirement. And the third one I have was from the Police

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Department and that was for pending medical bills related to 207c costs and the consultations for 207c also.

Councilor Cuddy

Okay, thank you.

Rachel Jacobs

You're welcome.

Councilor Locastro

Yep. Is this a one time deal? Will we have to do it again? Down the road Do you foresee?

Rachel Jacobs

There will likely be another one related to this prior fiscal year. It usually takes probably about another month or so before we finally have all of the year end information entered. Once that happens, I'm sure there will be at least one more if not two, related to this prior fiscal year.

Councilor Locastro

Where do you see that money coming from? Same spot?

Rachel Jacobs

Yeah, each of these is coming from their own budget. None of them are taking anything for finance.

Councilor Cuddy

Any more discussion? Clerk would you please call roll.

Coleen LaMay

Financial resolution #75 of 2020 AUTHORIZING various OPERATING and capital budget transfers

	Ayes	Noes	Excused
Councilor McCormick	X		
Councilor Giannettino	X		
Councilor Cuddy	X		
Councilor Locastro	X		
Mayor Quill			X
Carried and Adopted	X		

Councilor Cuddy

Council Resolution 76 of 2020, authorizing a public hearing regarding the installation of Community Development Block Grant funded sidewalks. Do I have a sponsor? Councilor Locastro, seconded by Councilor McCormick.

Coleen LaMay

COUNCIL RESOLUTION #76 of 2020

**AUTHORIZING A PUBLIC HEARING REGARDING THE INSTALLATION OF
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED SIDEWALKS**

By Councilor Locastro

BE IT RESOLVED, by the City Council of the City of Auburn, New York, that it does hereby authorize that a Public Hearing be held before the City Council of the City of Auburn, New York, on July 16, 2020 at 5:00 pm at City Council Chambers, 1st floor, Memorial City Hall, Auburn, New York regarding the installation of new Community Development Block Grant funded sidewalks at 25, 27, 34, 35, 37, 41, 47, and 49 Case Ave.; and 221, 223, 227, 236 Perrine Ave.

BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized and directed to advertise this resolution in the official newspaper of the City of Auburn in accordance with the governing State and local requirements.

Councilor Cuddy

Any discussion? Clerk, would you please call the roll?

Coleen LaMay

**COUNCIL RESOLUTION #76 of 2020 - AUTHORIZING A PUBLIC HEARING REGARDING
THE INSTALLATION OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED
SIDEWALKS**

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	Ayes	Noes	Excused
Councilor McCormick	X		
Councilor Giannettino	X		
Councilor Cuddy	X		
Councilor Locastro	X		
Mayor Quill			X
Carried and Adopted	X		

Councilor Cuddy

Council Resolution 77 of 2020, authorizing change order number one for the Auburn Police and Fire HVAC system repair and replacement phase two project. Do we have a sponsor? Councilor Giannettino, seconded by Councilor McCormick.

Coleen LaMay

COUNCIL RESOLUTION #77 OF 2020

AUTHORIZING CHANGE ORDER #1 FOR THE AUBURN POLICE & FIRE HVAC SYSTEM REPAIRS AND REPLACEMENT PHASE II PROJECT

By Councilor Giannettino

July 9, 2020

WHEREAS, on April 2, 2020, the Auburn City Council passed an Award Resolution for the Auburn Police & Fire HVAC System Repairs and Replacement Phase II Project in the bid amount of \$115,808.00 to Postler & Jaeckle Corporation of East Syracuse, NY; and

WHEREAS, as part of the HVAC System Repairs and Replacement Phase II Project the contractor has identified additional repairs required for the operation of the geothermal heat pumps in several APD & AFD building units; and

WHEREAS, in order to complete the additional scope of work, Change Order #1 in the amount of \$15,766.60 to Postler & Jaeckle Corporation is now requested; and

WHEREAS, there is available funding in the APD Geothermal capital account (#HA 3120 440 JY) to cover the additional heat pump costs in the amount of \$15,766.60.

NOW, THEREFORE, BE IT RESOLVED that the Auburn City Council does hereby award Change Order #1, in the amount of \$15,766.60 to Postler & Jaeckle Corporation for additional work for the Auburn Police & Fire HVAC System Repairs and Replacement Phase II Project; and,

BE IT FURTHER RESOLVED that the cost of the Resolution in the amount of \$15,766.60 is to be charged to the APD Geothermal capital account #HA 3120 440 JY and;

BE IT FURTHER RESOLVED that the Mayor is authorized to sign any and all documents necessary in reference to the award of this Change Order #1.

Seconded by Councilor McCormick

Councilor Cuddy

Discussion. Councilor Giannettino

Councilor Giannettino

Can we get a brief overview of what the additional repairs are?

Police Chief Butler

Good evening council. So if you recall back when we did this original audit on the system, it was in the colder winter months. So when we switched over to air conditioning in the spring with one of our first heat waves, the system's heat pumps were not functional. Wasn't discovered during the original audit because obviously that function of those heat pumps was not engaged and we're heating at that time. So it was discovered that numerous heat pumps in the Fire and Police Department needed some additional parts that were not originally part of the scope. Originally determined when we presented this project.

Councilor Locastro

This is a temporary fix or a permanent fix?

Police Chief Butler

I'm hoping once this is completed that this system will be at its original state when it was first installed. With that said, once we get everything in perfect working order, the idea of a yearly maintenance agreement is what is my idea of how we were going to maintain this going forward, making sure that things like bi-annual checks before the heating and cooling cycle has come into context that we can have

a company come in and make sure everything's maintained properly. So, historically, that has not been done in years past. And, you know, these units have, I believe, a 10 to 15 year lifespan and they're they're probably all getting to that point.

Councilor Locastro

Just because instead of nickel and diming us I thought that, I mean, maybe it might be worth looking into fixing it right. Pay them once.

Police Chief Butler

Yes, that's the idea.

Councilor Cuddy

Anyone else? Thank you. Clerk, Can we please call roll.

Coleen LaMay

COUNCIL RESOLUTION #77 OF 2020 - AUTHORIZING CHANGE ORDER #1 FOR THE AUBURN POLICE & FIRE HVAC SYSTEM REPAIRS AND REPLACEMENT PHASE II PROJECT

	Ayes	Noes	Excused
Councilor McCormick	X		
Councilor Giannettino	X		
Councilor Cuddy	X		
Councilor Locastro	X		
Mayor Quill			X
Carried and Adopted	X		

Councilor Cuddy

Land Sale Resolution 78 of 2020. Sale of property at 6 Washington Street. Do we have a sponsor?
Councilor Giannettino, seconded by Councilor Locastro.

Coleen LaMay

**LAND SALE RESOLUTION #78 OF 2020
AUTHORIZING THE SALE OF PROPERTY AT 6 WASHINGTON STREET**

July 9, 2020

By Councilor Giannettino

WHEREAS, in 2011, the City of Auburn acquired title to real property commonly known as 6 Washington Street (the "Property"); and

WHEREAS, Mr. Kevin Keysor offered to purchase the Property from the City for an amount of \$7,000; and

WHEREAS, Mr. Keysor is interested in the Property since he recently purchased an adjacent property located at 8 Washington Street; and

WHEREAS, pursuant to the City's Land Sale Policy, the City notified the remaining adjacent neighboring property owners of the City's desire to sell 6 Washington Street and no responses were received; and

WHEREAS, the Property is no longer needed for City purposes.

NOW, THEREFORE, BE IT RESOLVED that the City of Auburn does hereby approve the sale of real property, commonly known as 6 Washington Street, to Mr. Kevin D. Keysor, pursuant to the Contract To Purchase, attached hereto and incorporated herein, for the sum of \$7,000; and,

BE IT FURTHER RESOLVED, that the aforementioned contract of purchase shall be made on the condition that Mr. Keysor agree to pay any and all closing costs; and

BE IT FURTHER RESOLVED that the Mayor is authorized to sign any and all documents in order to finalize the closing of this real estate transaction.

Seconded by Councilor Locastro

Councilor Cuddy

Thank you. Discussion? No discussion, please call roll.

Coleen LaMay

LAND SALE RESOLUTION #78 OF 2020 - AUTHORIZING THE SALE OF PROPERTY AT 6 WASHINGTON STREET

	Ayes	Noes	Excused
Councilor McCormick	X		
Councilor Giannettino	X		
Councilor Cuddy	X		
Councilor Locastro	X		
Mayor Quill			X
Carried and Adopted	X		

Councilor Cuddy

Ok, no tabled items, no presentations. Other business from council? No other business. Okay. Last call for public to be heard. Same. All right. I'd like to, is there anyone that would like to adjourn?

Councilor Giannettino

Is there any need for Executive Session?

Nate Garland

Mr. Cuddy were you requesting a motion for adjournment?

Councilor Cuddy

Yes. A motion for adjournment. Councilor Giannettino and seconded by Councilor Locastro, motion for adjournment.

Adjournment: By unanimous vote the Council adjourned the meeting. The meeting was adjourned at 6:25 p.m.

Minutes submitted to the City Council on July 16, 2020 by Coleen LaMay, Deputy City Clerk