

**Auburn City Council
Regular Meeting
Thursday, October 8, 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 Mayor Quill.

ROLL CALL – The City Clerk called the roll. Councilor Deb McCormick, Councilor Jimmy Giannettino, Councilor Terry Cuddy and Councilor Tim Locastro and Mayor Quill were all present.

The following City Staff was present for the meeting:

- City Manager, Jeff Dygert
- Corporation Counsel, Stacy DeForrest
- City Clerk, Chuck Mason
- Comptroller, Rachel Jacobs
- Police Chief, Shawn Butler
- Fire Chief, Mark Fritz
- City Engineer, William Lupien
- Director of Planning and Economic Development, Jennifer Haines
- Assistant to the Mayor and Council, Rhonda Miller
- Water Meter Administrator, Municipal Utilities, Joe Sliwka

Pledge of Allegiance to the Flag – Mayor Quill led the Pledge of Allegiance.

Moment of Silent Prayer or Reflection – Mayor Quill asked for a moment of silent prayer.

Public Announcements –

The City of Auburn is looking for community input on distributing federal Community Development Block Grant funds to help low to moderate income city residents and areas. The public is invited to participate in the following public meetings to share your thoughts and ideas for the upcoming 2021-2022 CDBG Annual Action Plan. A little bit of your time will influence our community for a lifetime.

A VIRTUAL MEETING will be held on OCTOBER 28, 2020 at 10 A.M. this will be a virtual meeting. To participate [please register at this link.](#)

A PUBLIC HEARING will be held on NOVEMBER 4, 2020 at 6 P.M.

This Public Hearing will be held in front of the City of Auburn Planning Board at Memorial City Hall, Council Chambers, 24 South Street, Auburn, NY 13021. Attendees should use the back entrance of City Hall. Please wear a mask and follow social distancing while in attendance.

A PUBLIC MEETING will be held on NOVEMBER 18, 2020 at 6:30 P.M.

This public meeting will be held in the gymnasium of the Booker T. Washington Center, 23 Chapman Avenue, Auburn, NY 13021. Please wear a mask and follow social distancing while in attendance.

For more information please contact:

the Office of Planning & Economic Development, 24 South Street, Auburn, NY 13021

Phone: 315-255-4115

E-Mail: rjensen@auburnny.gov

Mayor Quill opened the: PUBLIC HEARING FOR REPEAL AND REPLACE SECTIONS OF CHAPTER 265 OF THE AUBURN CITY CODE ENTITLED "TAXATION"

There were no speakers.

PUBLIC TO BE HEARD – Mayor Quill opened the Public to be Heard portion of the Council meeting and the Clerk read the Public to be Heard rules. No speakers.

Approval of Meeting Minutes - none

Reports of City Officials

A. City Manager's Report

- Our most recent water quality tests show no detectable microcystin in either the raw or finished water. The Powder Activated Carbon PAC system will continue to run until several test come back non-detect and the Cayuga County Health Department weighs in with their approval.
- Our Civil Service Commission has announced the following tests: Information Technology Supervisor to be conducted on July 21, 2021; the deadline to apply is June 21, 2021. There is a test scheduled for Administrative Assistant to be conducted March 6, 2022; the deadline to apply is Feb. 6, 2021. More information is available on the city webpage under Civil Service and then job opportunities.
- The City of Auburn is currently accepting bids for Engineering Services for the Closure of the City Landfill. Bids are due back October 16, 2020 and further information is available on the city webpage under the tab "Bids/RFPs".
- Staff has been working with Cayuga County and their consultant to update the County Hazard Mitigation Plan. The plan is used to identify hazards and vulnerabilities, typically weather related, in

order to inform future mitigation efforts and local policy updates to reduce the impact of future incidents and improve the recovery from those incidents. These plans are also required to ensure eligibility for federal funding to implement mitigation plans and are also considered when federal recovery funds are dispersed in an area that has suffered a loss. We encourage the public to learn more about the process and submit their thoughts via an on-line survey that is being referenced across most of our city social media platforms.

- The Seymour Library informed us today that they will be conducting a Trustee Election from 10am to 7pm on Wednesday, October 28 at the Seymour Library, 176 Genesee St in Auburn. The library also informed us there will be no budget referendum this year as they will not be asking for any change from last year's levy.
- As was mentioned at a previous meeting, the city has been allocated an additional \$267,000 in Covid-CV funding, or CDBG Covid related funding. Staff is looking for Council's direction related to the use and allocation of those funds moving forward.

B. Reports from members of Council – none

Matters to Come Before Council

A. State Environmental Quality Review Act Resolutions (SEQR) - none

B. Ordinances – none

C. Local Laws – Local Law #1 of 2020 was first read in to the record on September 24, 2020. The City Council will hold a public hearing on the local law on October 8, 2020. The City Council will then consider the local law for a vote on October 15, 2020.

LOCAL LAW #1 of 2020

**REPEALING AND REPLACING SECTIONS OF CHAPTER 265 OF THE
AUBURN CITY CODE ENTITLED "TAXATION"**

WHEREAS, on March 28, 1991, the Auburn City Council enacted and established Local Law No. 2-1991 as Chapter 181, entitled "Taxation," which is now known as Chapter 265 of the City Code, pursuant to New York State Municipal Home Rule Law Section 10(1); and

WHEREAS, Chapter 265, Articles II and X, of the City Code authorize the City of Auburn to provide exemptions to low income senior citizens and persons with disabilities by use of a sliding income scale; and

WHEREAS, the current Income Sliding Scale has not been updated since 2006/2007 and the City is looking to adopt a new Sliding Income Scale based on the current scale used by New York State; and

WHEREAS, Local Law No. 1 of 2020, attached hereto and incorporated herein, proposes to update Articles II and X of Chapter 265 of the City Code to achieve such uniformity; and

WHEREAS, the passage of Local Law No. 1 of 2020, is categorized as a Type II Action pursuant to the New York State Environmental Quality Review Act (SEQRA) and New York State Code, Rules, and Regulations Sections 617.5(c)(16), and, therefore, pursuant to NYCRR Section 617.3(f) a determination under SEQRA is not required; and

WHEREAS, subject to City Council approval, a public hearing will be held on October 8, 2020, concerning the repealing of sections of Local Law No. 2-1991 and the enactment of Local Law No. 1 of 2020.

NOW, THEREFORE, BE IT ENACTED that the Auburn City Council does hereby repeal the following sections of Local Law No. 2-1991, which was originally passed as Chapter 181 of the City Code entitled “Taxation:”

1. Article II, Sections 265(17);
2. Article X Sections 265(45);

and,

BE IT FURTHER ENACTED that the Auburn City Council does hereby adopt Local Law No. 1 of 2020, attached and incorporated herein, which replaces the following Articles and Sections of Chapter 265 of the Auburn City Code entitled “Taxation”:

1. Article II, Sections 265(17);
2. Article X Sections 265(45);

; and,

BE IT FURTHER ENACTED that the foregoing repeal and adoption shall take effect immediately upon the filing of a certified copy of the local law with the New York Secretary of State.

D. Resolutions

E. Staff Presentations –

City of Auburn Water Customer Portal Discussion by Joseph Sliwka, Water Meter Service Operator

The City of Auburn Water Customer Portal is now up and ready for use.

The Customer Portal uses the Sensus Analytics platform to present customer water usage data in a clear, easy-to-read dashboard. The portal is web based, so customers can access it at their convenience—and anywhere (from desktop, tablet or smartphone). By using the portal you are getting information that you

need to better manage your consumption and even alert you to potential issues such as unusually high usage or continuous use.

First time users need to set up an account. To set up your account [click here](#). Please note, two key pieces of information are needed to create your account, which can be found on your water bill. You need your Account Number and your name EXACTLY as it appears on your bill. If you do not have a bill in front of you, [send us an email](#) which includes your name and property address, so we can get the information for you.

Once you have set up your account you will be able to access the portal. To access the portal [click here](#).

FAQ CITY OF AUBURN WATER CUSTOMER PORTAL

Need Help? Call us at 315-255-4142 or email us at customerportalsupport@auburnny.gov

What is the Customer Portal?

The Customer Portal uses the Sensus Analytics platform to present customer water usage data in a clear, easy-to-read dashboard. The portal is web based, so customers can access it at their convenience—anytime (24x7x365) and anywhere (from desktop, tablet or smartphone). By using the portal you are getting information that you need to better manage your consumption and even alert you to potential issues.

Why do I get the message “The account could not be verified” when setting up my portal?

In order to add accounts to the portal, it is important to have your bill in front of you. You need to enter the Account Number (the 7 numbers before the dash) and your Name as it appears on the bill. If the account number and name do not match exactly the account cannot be verified.

How can I monitor my property?

When you sign up for the Customer Portal and log in you are immediately brought to your Dashboard. From the dashboard you can view Billing Cycle Usage, Billing Cycle Data, Billing Cycle Threshold, Alerts and Notifications.

Billing Cycle Usage – Shows your current usage in comparison to your previous usage.

Billing Cycle Data – Shows the date range of your previous bill cycles with the usage and the current billing cycle to date.

Billing Cycle Threshold – You as a consumer create your own billing threshold and based on that threshold you will receive alerts if you exceed the values.

Alerts – Show you any alerts you receive with a meter # and date/time stamp

What if I have rental property or go on vacation?

You can use the alerts tab to let you know how much if any water is used while you are away on vacation. You can also easily monitor tenant usage of water to prevent high bills.

What if I want a printout of my historical usage?

You can easily download your usage details as a chart in pdf, data as csv, and data as xls.

What if I have more than 1 meter?

Once you set up your account you can easily add your additional meters, you can use the User Settings option to Manage Accounts and add individual accounts by entering the account number and Name as it appears on bill.

What unit of measure am I billed in?

The City of Auburn bills in 100cf (ccf). There are 748 gallons in 100 cubic feet of water, 1 unit of water equals 100 cubic feet. We also have a minimum bill threshold in place so in that case if you use 0 units – 6 units you are billed a minimum bill of 6 units. If you like you can change the units of measure on your portal to be gallons, which many people more readily understand.

City Council Discussion on Boards and Commissions Notification – by City Councilors

TABLED ITEMS - none

OTHER BUSINESS –

Mayor Quill asked for any interested individuals to speak for the: PUBLIC HEARING FOR REPEAL AND REPLACE SECTIONS OF CHAPTER 265 OF THE AUBURN CITY CODE ENTITLED "TAXATION" There were no speakers. Mayor Quill then closed the public hearing.

Second Public To Be Heard: Mayor Quill opened the second Public to be Heard portion of the Council meeting and the Clerk read the Public to be Heard rules. No speakers

Executive Session. Councilor McCormick made a motion to enter Executive Session, seconded by Councilor Locastro. Council voted to enter an executive session regarding the following matters:

- Three matters made confidential by Federal or State law. (Section 4503 of the Civil Practice Law and Rules which establishes that a confidential communication between attorney and client shall be privileged. Pursuant to this section, Council will be receiving legal advice from its attorney which fulfills the requirement provided in Section 108(3) of the Public Officers Law allowing this exemption.)

The motion to enter executive session carried 5-0. The Council entered Executive Session at 6:18 p.m. Executive session adjourned at 7:58 p.m.

Auburn City Council Meeting, October 8, 2020

ADJOURNMENT: By unanimous vote the Council adjourned the meeting. The meeting was adjourned at 7:59 p.m..

Minutes submitted to the City Council on October 22, 2020 by:

Chuck Mason, City Clerk