

**Auburn City Council**  
**Regular Meeting**  
**Thursday, February 12, 2015 6:00PM**  
**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 6:00PM in the City Council Chambers 24 South St. Auburn NY by Mayor Quill.

**1. Roll Call** – The City Clerk called the roll. Councilors McCormick, Camardo, Cuddy, and Ruzicka, and Mayor Quill were all present.

**The following City Staff was present:**

- City Manager, Doug Selby
- Corporation Counsel, John Rossi
- City Clerk, Charles Mason
- City Comptroller, Laura Wills
- Director of Planning and Economic Development, Jennifer Haines
- Community Development Planner, Renee Jensen
- Senior Planner, Tiffany Beebee
- Superintendent of Engineering, William Lupien

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

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

**4. Public Announcements** –

The City Clerk read the following announcements:

1. The next meeting of the Auburn Industrial Development Authority will be held on Wednesday, February 18, 2015 at 5:00 p.m. the meeting will be held at the Chamber of Commerce building, 2 State Street, in Auburn.

**5. Ceremonial Presentations and Proclamations- None**

**6. 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. The following individual spoke:

**Alicia Procino, 50 Wilbur Avenue**

Ms. Procino spoke in regards to issues pertaining to the snowfall, in particular the removal of snow from sidewalks. She noted houses in her neighborhood that have not been

cleared at all this winter. She also discussed that sidewalks around City water filtration plant on Throop Ave need attention. Mayor Quill stated that the City manager would look into the areas she discussed.

**Mayor Quill then opened the portion of the meeting for the Public Hearing for the 2015-2019 Community Development Block Grant (CDBG) Program Consolidated Plan and the CDBG 2015-2016 Action Plan. The following individuals spoke during this Public Hearing:**

**1. Sara Douglas, 121 Osborne Street, Auburn**

Ms. Douglas spoke on behalf of the Human Services Coalition of Cayuga County. Landlord tenant issues have become a major issue in the community. The Human Services Coalition would like to facilitate a local tenants network that would be able to provide educational components for both landlords and tenants on current issues being faced in the community and a process for mediation. It would also like to create an appropriate tenant's rights guide that is specific to issues pertaining to Auburn, more specific than the guide that is published by the New York State Attorney General's office.

**2. Jessica Soule, 188 Genesee Street, Auburn**

Ms. Soule spoke on behalf of the Cayuga Community Health Network which has a program that provides home assessments. They would like to see CDBG funds be used on matters of interest to rental properties and increasing landlord education. Issues that the network finds in the community include bedbugs, cockroaches and pests, outdated or poorly placed smoke detectors, lead exposure, and poor conditions or inadequate maintenance of driveways and sidewalks. She stated the Cayuga Community Health Network believes that these issues could be addressed through a local tenants network that would be able to provide educational components for both landlords and tenants.

**3. Diane Gove, 82 Lake Avenue, Auburn**

Ms. Gove spoke to thank the Director of Planning and Economic Development, Jennifer Haines and the staff of the Planning and Economic Development office for their work. She stated that she was a previous participant in some of the housing components of the plan after she had purchased her home. She thinks the CDBG program is a great program.

**7. Approval of Meeting Minutes:**

**February 5, 2015, City Council meeting minutes.**

Motion to approve by Councilor McCormick, seconded by Councilor Cuddy.

The motion to approve carried 5-0. Mayor Quill and Councilors McCormick, Camardo, Cuddy, and Ruzicka all voting aye.

**8. Reports of City Officials**

**A. City Manager's Report**

- The City received notice this week that one of the telecom carriers (Cricket) that rents space on the City owned Osborne Street Radio Tower intends to cancel their lease. This will result in a loss of over \$23,805.00 in annual revenue. The City's next step will be to try to find another telecom provider that would be interested in the radio tower space.
- The City continues to meet with Cayuga County officials regarding the merger of truck fleets and Department of Public Works functions. Recent discussions have included combining some parts of the County DPW department into the City DPW garage. The

committee has also discussed putting together a five year plan for potential areas that could be merged. Councilor Ruzicka stated that he believes the committee is working very well and that the committee is made up of a good mix of impacted staff from the City and County.

- The City continues to make progress on looking into a joint public safety facility to house our existing police and fire departments, a concept that is included in the City's Capital Improvement Plan. The City is currently looking into the selection of an architectural firm that could prepare a needs assessment, programming documents and cost estimates that would lead to the creation of a request for proposals to a development team that would come in and give us a formal proposal for a building they would construct for us to meet our needs and the City would potentially lease that building back. Once the architectural firm is selected it will be brought before the City Council for authorization to proceed. The initial work of the authorized firm would be funded with money obtained through the sale of City owned property at 5 Frederick Street (Frederick Street Firehouse). The manager stated that Councilor Cuddy has been participating with the working committee on this effort. Councilor Cuddy stated that the process is moving forward. Councilor Camardo stated that he missed the most recent meeting of the this committee and he stated that he wants to make sure that we are just not moving into an area where we are just looking for an outside developer but we are simultaneously looking at what it would cost the City in the long term to build, own and keep that property. The manager stated that there has not been anything done to commit the City to any particular arrangement at this point and the needs assessment and cost estimates would need to be done with either arrangement. Councilor Camardo stated the process will need to identify the cost savings between the two approaches, The manager stated that one firm reported that we may be able to save as much as 30% by using a private developer model. Councilor Cuddy stated that the working committee has been meeting regularly to go through the issues associated with this topic thoroughly.

**B. Reports from members of Council –**

- **Councilor McCormick** stated that on Friday, February 6, 2015 she attended a meeting with the City's new representative in the United States House of Representatives John Katco. She stated that she attended on behalf of Mayor Quill and other meeting attendees were City Manager Selby and the City's Director of Capital Projects and Grants Christina Selvek. She stated that she wanted to point out publicly that Ms. Selvek did an excellent job of presenting to the Congressman the many projects that the City has in the works.
- **Mayor Quill** stated that on Friday, February 6, 2015 he travelled to Albany to attend a board meeting of the New York Municipal Insurance Reciprocal (NYMIR) and stated that it was quite an eventful day. Also, on Sunday, February 8, 2015 and Monday, February 9, 2015 he attended the annual Legislative Conference of the New York State Conference of Mayors and Other Municipal Officials (NYCOM) in Albany. Also attending the conference was City Councilor McCormick, City Manager Selby, and City Clerk Mason. He stated that there was a lot of great information provided at the event and he would encourage other Councilors to consider attending future NYCOM conferences.

- **Mayor Quill** announced that Congressman John Katco will be at Memorial City Hall on Tuesday, February 17, 2015 at 6 p.m. holding an open meeting and public panel discussion/forum that he (Mayor Quill) will assist with facilitating on topics pertaining to agriculture. The Mayor stated that he looks forward to welcoming the Congressman to Council Chambers.
- **Councilor Camardo** asked that the City manager prepare an update to the Council on issues that were presented at the NYCOM Legislative Conference.

**9. Matters to Come Before Council**

**A. State Environmental Quality Review Act Resolutions (SEQR)**

**B. Ordinances - None**

**C. Local Laws – None**

**D. Resolutions - None**

**E. Tabled Legislation - None**

**F. Staff/Vendor Presentations - None**

**F1. Presentation for the 2015-2019 Community Development Block Grant (CDBG) Consolidated Plan and 2015-2016 CDBG Action Plan.**

Presenters included:

- Jennifer Haines, Director of Planning and Economic Development;
- Renee Jensen, Community Development Planner; and,
- Tiffany Beebee, Senior Planner

The presenters reviewed the five year CDBG Consolidated Plan and the annual 2015-2016 CDBG Action Plan. The Council discussed. Following the discussion Mayor Quill asked if anyone else desired to speak about the program and then closed the Public Hearing.

**F2. City Budget Discussion on topics of reorganization/consolidation of City services.**

The City Comptroller, Laura Wills presented on a review of actions that have been taken with City budgets from 2004-2014 that have led to reductions, reorganizations, or consolidations of City services, and she presented an estimate of what cost savings resulted. The City Manager then referred to a document that he presented to the Council in the meeting agenda that proposed various topics of future reorganization or consolidation of City services/departments. He stated that he is looking for Council input over the next several weeks on the ideas contained in the proposal. The Council discussed.

**10. Other Business**

**A.** Councilor McCormick had two topics: 1. she asked about an e-mail the Council received earlier in the week regarding water bills issued by the City. The Council had previously been told that the water rate could be listed on water bills in two separate parts the rate associated to operation and secondly the rate associated to watershed inspection. She asked if the City had received new billing software since the Council was told that the rate could be listed that way because the e-mail described that the City's water billing program would not be able to list the rate in that manner. The Manager responded that listing the rate as previously stated it could be listed would require additional computer programming, so as an alternative the City does have the ability with existing programs to list a disclaimer on the bill of the amount that is paid for the watershed inspection program. 2. She discussed that when reviewing materials presented to Council in the meeting's agenda packet on the topic of reorganization she was reminded the City Clerk's salary had been cut in the 2013-2014 City Budget process. At the time she was the City Clerk and she stated that the Council at the time, when making that cut, stated that they intended the new salary for the position of City Clerk would be \$5,000.00 above whatever the Deputy Clerk's salary would be. However, she has since been told that as time has transpired and things have changed the Deputy Clerk's salary now is more than the City Clerk's salary. Upon speaking with the City manager she discovered that there is no mechanism in place to adjust the City Clerk's salary when the Deputy Clerk's salary is adjusted. She thinks that the Council needs to take the action necessary to put in place whatever is needed to correct this situation. Mayor Quill asked if Councilor McCormick was asking for a resolution. The City Manager stated that the Council has the authority to set the City Clerk's salary. Councilor McCormick stated that she would like the Council to consider a resolution on this and that the salary adjustment be retroactive 6 months to when the Deputy Clerk's salary increased over the City Clerk's salary.

**B.** Councilor Ruzicka discussed topics pertaining to the Council Rules and Procedures and stated he heard the author of the Council rules wanted to change the rules to allow for interruptions because they would like to interrupt a conversation to ask questions. He stated that the Council rules were discussed, amended and then adopted but that now a Councilor has decided they don't like them. He stated that if a majority of the Council doesn't like the rules then they need to be changed by a Council vote. He stated that if the Council was going to make such a change that he would recommend the Council make a change to the video recording of the meetings that the recordings be of better sound quality and better video quality than they are now. He stated he has been receiving numerous complaints about the sound and video quality of the productions. This led to discussion among the members of the Council. Councilor Cuddy stated that he finds the current video production of the Council meetings to be valuable to the public because they now are able to show members of the public that are speaking during the public to be heard and the presentations that are made to Council can be incorporated into the production for public viewing. He also said sound distortions could be avoided if members of the Council and public

did not speak so close to the microphones, rather a distance should be kept between the speaker and the microphone so that the microphone does not over-modulate and cause distortions. He stated that with the live-streaming of the meetings gives the City the capacity to be more open to the public. Councilor Ruzicka stated he believes the live-streaming is a plus but stated that according to the Council rules the video recordings serve as an official copy of the meeting minutes and that if audio is missing or if video quality is poor that is not acceptable and he believes they should be of higher quality and the City can do better and suggested training or outside professional services should come in and take a look at the City's system because what he hears from the people he does not think what we currently have is working because people don't like the sound or video quality. Corporation Counsel John Rossi stated that he is not sure if this matter is related to this discussion but the City has received many complaints about the transmission of the broadcast of the local public access TV station through the Time Warner Cable network, especially on the local TV channel number 12. He also stated that if cable subscriber's don't have a transmission box they are not able to get the local public access channel number 12. He stated that his office has been communicating with Time Warner to get them to fix the quality and access problems on their end. Mayor Quill stated that he has not heard complaints on the quality of the Council meeting videos or the sound of the videos. He said the complaints he has received has been in line with what Counselor Rossi spoke about in regards to the access of the channel on the local cable systems. Councilor McCormick stated that the input she receives from the public about meeting videos has to do with topics and issues, she stated that with her work at the City she has long been involved with the production of the Council meeting videos and thinks that the current system is working well.

C. Councilor Ruzicka asked when a sign outside of the City Code Enforcement Office stating that there is training in place would be coming down. Councilor Cuddy stated he also thought it was time for the sign to come down. Director of Planning and Economic Development Jennifer Haines stated the sign would be taken down.

**Adjournment:** Councilor Camardo made a motion to adjourn, seconded by Councilor McCormick. By unanimous vote the Council adjourned the meeting. The meeting was adjourned at 8:37 p.m.

Minutes submitted to the City Council on February 15, 2015 by:

Charles Mason  
City Clerk

On February 19, 2015 a motion to approve the minutes of the February 12, 2015 Auburn, NY City Council meeting was made by Councilor McCormick, seconded by Councilor Cuddy.

	Ayes	Noes
Councilor McCormick	x	
Councilor Camardo	x	
Councilor Cuddy	x	
Councilor Ruzicka	x	
Mayor Quill	x	
Carried and Adopted	x	

*I do hereby certify that the foregoing is a correct copy of the minutes of the proceedings of the City Council of the City of Auburn, N.Y., at a regular meeting thereof, held in the Council Chambers, Memorial City Hall, in said city, on the 12th day of February, 2015 and that the City Council approved such by the vote listed above.*

*Charles Mason, City Clerk      Date: February 20, 2015*