

**Auburn City Council
Regular Meeting
Thursday, October 6, 2016 6:00 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 6:00PM in the City Council Chambers 24 South St.

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

The following City Staff was present for the regular meeting:

- Interim City Manager, Jeff Dygert
- Corporation Counsel, John Rossi
- City Clerk, Charles Mason
- City Comptroller, Laura Wills
- Acting Assistant City Manager, Jennifer Haines
- Superintendent of Engineering, William Lupien
- Director of Municipal Utilities, Seth Jensen
- Director of Capital Improvement Program and Grants, Christina Selvek

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 weekly announcements.

5. Ceremonial Presentations and Proclamations –

A. Swearing in Ceremony for Firefighter Thomas Swartz. Mayor Quill administered the Oath of Office for Auburn’s newest Firefighter, Acting City Manager Jeff Dygert pinned his new badge on the uniform.

B. Fire Prevention Week Proclamation - Auburn Fire Department. The City Clerk read the proclamation naming October 9-15, 2016 as National Fire Prevention Week in Auburn.

C. Cayuga Museum 80th Anniversary Proclamation. The City Clerk read the proclamation

recognizing the Cayuga Museum of History and Art's 80th anniversary in the community. Museum representatives Kirsten Wise and Eileen McHugh, as well as, members of their Board of Trustees were on hand to accept the proclamation.

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.

Sara Douglas representing the organization ARISE

Ms. Douglas spoke in favor of sidewalks on Prospect Street and stated her organization that advocates for greater accessibility was supportive of the application.

7. Approval of Meeting Minutes:

September 15, 2016 Council Meeting Minutes

Motion to approve the September 22, 2016 minutes by Councilor Carabajal, seconded by Councilor Giannettino.

The motion to approve carried 3-0. Councilors Giannettino, Cuddy and Carabajal voting aye. Mayor Quill and Councilor McCormick abstaining.

Motion to approve the September 29, 2016 minutes by Councilor Giannettino, seconded by Councilor Carabajal.

The motion to approve carried 5-0, all members voting aye.

8. Reports of City Officials

A. City Manager's Report,

- Reported on recent press releases from the Cayuga County Health Department regarding the City of Auburn public water supply.
- A letter has been sent to property owners on the southern part of South Street to notify them that a Cultural Resource Study for the South Street road reconstruction project will be conducted over the next few weeks as part of the preparation for the road reconstruction project.
- The Office of Planning and Economic Development has prepared an Request for Proposals from engineering firms for the North Street Water Main Replacement project.
- Police Chief Shawn Butler is working on a plan to make upgrades to the Auburn Police station and will be coming to a future Council meeting with an update.

B. Reports from members of Council

- Councilor Carabajal along with Auburn School Board member Eli Hernandez attended a recent conference of the Spanish Action League held in Syracuse, NY.

9. Matters to Come Before Council

A. State Environmental Quality Review Act Resolutions (SEQR)

SEQRA RESOLUTION #148 of 2016

**RESOLUTION ESTABLISHING LEAD AGENCY FOR THE SOUTH STREET
CORRIDOR ENHANCEMENT PROJECT (PIN#395054)**

By Councilor McCormick

October 6, 2016

WHEREAS, the City Council of the City of Auburn, New York (the “City”) is considering undertaking the reconstruction of South Street (NYS Route 34) from approximately 700 ft. south of the City Line in the Town of Fleming to the Metcalf/Clymer Street intersection, including the widening of the street, the installation of Right of Way improvements, the installation of stormwater structures and green infrastructure, the replacement of the Wood Brook culvert as well as the installation of a new 12-inch water main; and

WHEREAS, the South Street Corridor Enhancement Project area includes the property located at 180-182 South Street known as the Harriet Tubman Home for the Aged and the Harriet Tubman Residence which is listed on the National Register of Historic Places; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act (the “SEQR Act”) and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, being 6 NYCRR Part 617, as amended (the “Regulations”), the City desires to comply with the SEQR Act and the Regulations and will be required to review the above Type I Action; and

WHEREAS, notices of intent to establish lead agency have been sent to all of the identified seven (7) Involved Agencies; and

WHEREAS, three (3) of the seven (7) Agencies, namely the US National Park Service, the County of Cayuga and the Town of Fleming have returned a document advising that each Agency has no objection to the City of Auburn assuming Lead Agency status for the project; and

WHEREAS, the US Fish & Wildlife Service, the US Army Corps of Engineers, the NYS Department of Environmental Conservation, and the NYS Historic Preservation Office have not responded within the required thirty (30) day period.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Auburn, New York, that it does hereby establish itself as the Lead Agency for the SEQR review regarding the South Street Corridor Enhancement Project.

Seconded by Councilor Giannettino

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

I do hereby certify that the foregoing is a correct copy of the vote for Council Resolution #148 of 2016 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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 7, 2016

B. Ordinances - None

C. Local Laws – None

D. Resolutions

FINANCIAL RESOLUTION #149 OF 2016

AUTHORIZING THE PURCHASE OF TWO (2) POLICE VEHICLES

By Councilor McCormick

October 6, 2016

WHEREAS, the Auburn Police Department’s strategic plan has scheduled for the replacement and maintenance of the departments fleet of vehicles, and a plan has been established and presented to the City Council; and

WHEREAS, recently released equitable sharing funds have been made available to the Department to assist in implementing the plan, and the Department desires to purchase two (2) patrol vehicles in addition to the vehicles that have been approved and budgeted for purchase, pursuant to the 2016/2017 fiscal year budget; and

WHEREAS, no City General funds will be utilized to purchase the additional two (2) vehicles and modify them in order that they would be suitable for the uses required; and

WHEREAS, the purchase of two (2) additional vehicles, at a cost of \$27,900 each, would represent the commencement of an overall scheduled fleet maintenance plan as part of the

Comprehensive Five Year Police Department Strategic Plan, reducing costs relative to maintenance of older vehicles; and

WHEREAS, the vehicles will need to be modified in order to be suitable for Police patrol activities, with the cost of modification for the patrol vehicle requiring an additional amount of \$8,398, and the cost of modification for the K9 vehicle requiring an additional amount of \$10,802.

NOW THEREFORE BE IT RESOLVED that the Auburn City Council does hereby authorize the purchase of two (2) patrol vehicles for the Auburn Police Department, each requiring modification to be suitable for patrol activities and K9 vehicle use, with a total amount of \$75,000 to be expended for acquisition and modification of the vehicles, all of which will be acquired utilizing Federal Equitable Sharing funds.

Seconded by Councilor Giannettino

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

I do hereby certify that the foregoing is a correct copy of the vote for Council Resolution #149 of 2016 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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 7, 2016

AGREEMENT RESOLUTION #150 OF 2016

AUTHORIZING THE CITY OF AUBURN TO ENTER INTO A MUNICIPAL COOPERATION AGREEMENT WITH THE CAYUGA COUNTY HEALTH CONSORTIUM

By Councilor Giannettino

October 6, 2016

WHEREAS, on September 15, 2016, the City Council voted to authorize the City to negotiate an agreement with the Cayuga County Health Insurance Consortium; and

WHEREAS, on September 22, 2016, the Cayuga County Health Insurance Consortium voted to allow the City of Auburn to enter as a participant in the Consortium as of January 1, 2017; and

WHEREAS, the current municipal agreement between the County of Cayuga, Cayuga Community College and the Cayuga County Soil and Water Authority expires on the 31st of December 2016 and the entities have approved a new agreement effective January 1, 2017 of which the City would be included as an addendum; and

NOW, THEREFORE, BE IT RESOLVED that the Auburn City Council does hereby authorize the Mayor of the City of Auburn to enter into a Municipal Cooperation Agreement with Cayuga County, Cayuga Community College and the Cayuga County Soil and Water Authority to become a participant of the Cayuga County Health Insurance Consortium.

Seconded by Councilor Cuddy

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

I do hereby certify that the foregoing is a correct copy of the vote for Council Resolution #150 of 2016 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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 7, 2016

FINANCIAL RESOLUTION #151 OF 2016

**AUTHORIZING A TRANSFER FROM GENERAL
FUND TO POWER UTILITY FUND**

By Councilor Cuddy

October 6, 2016

WHEREAS, the Landfill Gas to Energy Project ended fiscal 2016 with an operating deficit of approximately \$268,000 and a total loss of approximately \$537,000 after a budgeted General Fund transfer of \$147,000; and,

WHEREAS, the move into the New England Market Place when annualized increased revenues by approximately 61% net of additional fees; and,

WHEREAS, while this move in market places significantly increased revenues, it still did not net enough additional revenue to cover operations before debt service, and therefore on June 16, 2016, the City Council voted to mothball the facility; and,

WHEREAS, the 2015-16 deficit shall be funded by the General Fund as a transfer and approved by City Council.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Auburn authorizes a \$536,942.06 transfer from the General Fund “Transfer to Power Utility Account” (A9812.918) funded through use of fund balance to the Power Utility Fund “Transfer from General Account” (E99.2811) to cover the 2015-16 deficit generated by the Landfill Gas to Energy Project.

Seconded by Councilor Giannettino

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

I do hereby certify that the foregoing is a correct copy of the vote for Council Resolution #151 of 2016 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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 7, 2016

**COUNCIL RESOLUTION # 152 OF 2016
ADOPTION OF THE CITY OF AUBURN PARKS MASTER PLAN**

By Councilor Carabajal

October 6, 2016

WHEREAS, in January 2010, the City Council adopted the City of Auburn Comprehensive Plan, which serves as the umbrella plan for all City services, growth and development; and

WHEREAS, the City Council adopted the FY 2015-2016 Budget authorizing funding to complete a parks master plan for the City of Auburn; and

WHEREAS, over the last fifteen months, the City of Auburn Parks Master Plan Advisory Committee, in coordination with the Center for Community Design & Research (CCDR) at SUNY College of Environmental Science and Forestry (SUNY ESF), has drafted a Parks Master Plan for the City of Auburn; and

WHEREAS, the 2016 Parks Master Plan was developed through a public participatory process with community member input from four (4) Advisory Committee meetings and three

(3) public presentations with over 50 participants at workshops and open houses and 190 responses to the project questionnaire; and

WHEREAS, the 2016 Parks Master Plan builds upon the City’s legacy of planning and stewardship and provides for assessments, standards, objectives, priorities, recommendation strategies, and actions that will guide the development of the parks, recreational facilities and open space system for the next decade; and

WHEREAS, the proposed Parks Master Plan is a vital tool for the City’s ability to remain competitive for outside funding for capital improvements, renovations, and maintenance of the City’s park system, including funding from local foundations, state and federal sources; and

WHEREAS, on September 29, 2016, the City Council was presented with the draft final 2016 Parks Master Plan report, and the Office of Planning & Economic Development recommends the adoption of this Plan to guide future planning and investment efforts over the next decade within the community’s parks, recreational facilities and open spaces.

NOW, THEREFORE, BE IT RESOLVED, by the City of Auburn City Council, that the 2016 Parks Master Plan for the City of Auburn is hereby adopted as the guide for allocation of resources for the improvement and continued development of the City of Auburn’s parks, recreational facilities, and open space system.

Seconded by Councilor Giannettino

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

I do hereby certify that the foregoing is a correct copy of the vote for Council Resolution #152 of 2016 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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 6, 2016

**COUNCIL RESOLUTION #153 OF 2016
AUTHORIZING THE INSTALLATION OF SIDEWALKS
ALONG PROSPECT STREET AND BROOKSIDE DRIVE**

By Councilor McCormick

October 6, 2016

WHEREAS, Section § 259-36 of the City Code titled *Maintenance of sidewalks*, as amended, provides City Council sole authority to authorize the installation of new sidewalks on any street; and

WHEREAS, the affected property owners on Prospect Street and the south side of Brookside Drive were notified of the proposed installation of the sidewalks and a Public Hearing allowing comment on the proposed installation of sidewalks was held on September 29, 2016 in accordance with Section § 259-36 of the City Code, as amended;

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Auburn, New York, that it does hereby authorize the installation of new sidewalks, pending funding awarded through the NYS Transportation Alternatives Program (TAP) along Prospect Street and the south side of Brookside Drive.

Seconded by Councilor Carabajal

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

I do hereby certify that the foregoing is a correct copy of the vote for Council Resolution #153 of 2016 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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 7, 2016

COUNCIL RESOLUTION #154 OF 2016

**AUTHORIZING THE CITY TO APPLY FOR FUNDING UNDER THE 2016 NYS DOT
TRANSPORTATION ALTERNATIVES PROGRAM**

By Councilor Carabajal

October 6, 2016

WHEREAS, the City of Auburn acknowledges the importance of multi-modal transportation systems as it relates to the City's goals of community revitalization, strengthening the local economy and improving the safety and accessibility of the City's rights of way; and

WHEREAS, the New York State Department of Transportation (NYSDOT) has released a request for proposals for projects under the Transportation Alternatives Program (TAP), for which municipalities are eligible to apply; and

WHEREAS, the purpose of these funds are to assist New York communities with the construction of on-and-off road pedestrian improvements and safe routes to schools; and

WHEREAS, the City of Auburn intends to submit a funding application for the design and construction of sidewalks along Prospect Street and the south side of Brookside Drive; and

WHEREAS, the sidewalk installation project aligns with the Central New York Regional Economic Development Council's *Five-Year Strategic Plan: 2012-2016* priority goal of Revitalizing Urban Cores, Main Streets, and Neighborhoods; and

WHEREAS, the project would consist of design and construction of pedestrian amenities and which has an anticipated cost of \$1,262,455 with a local match requirement of a minimum of \$252,495 derived from a variety of sources including cash and in-kind service contributions; and

WHEREAS, the City of Auburn does not currently have the funding to pay for 100% of the project and it is necessary to obtain New York State and Federal funding assistance for the project design, construction and inspection.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE CITY COUNCIL OF THE CITY OF AUBURN, NEW YORK AS FOLLOWS:

1. That the Mayor, or appointed designee, is the representative authorized to submit a Project application for funding to NYS DOT in an approximate amount of \$1,262,455 in total project costs; and
2. That the Mayor is also authorized, if awarded, to execute the grant assistance contract, submit project documentation, and otherwise act for the Municipality's governing body in all matters related to the project and State assistance; and
3. That the City Comptroller is authorized to recognize grant revenue, if awarded, and to appropriate the funds into the correct capital account budget, and to make available the local match requirement through a transfer from General Fund, Fund Balance.

4. That this resolution shall take effect immediately upon its adoption.

Seconded by Councilor McCormick

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

I do hereby certify that the foregoing is a correct copy of the vote for Council Resolution #154 of 2016 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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 6, 2016

APPOINTMENT RESOLUTION #155 OF 2016

APPOINTING A CITY MANAGER

By Mayor Quill

October 6, 2016

WHEREAS, Douglas A. Selby was appointed City Manager on August 29, 2011 and resigned his position on April 15, 2016; and

WHEREAS, the Mayor and Council instituted a search for the services of a new City Manager and applications were received and interviews were conducted; and

WHEREAS, during the period of time after Mr. Selby resigned as City Manager, the Auburn City Council appointed Jeffrey J. Dygert as Interim City Manager to conduct the affairs of that office; and

WHEREAS, after an extensive search for a new City Manager and after candidates were interviewed, the Mayor and Auburn City Council decided that Jeffrey J. Dygert possessed the necessary ability to act as a City Manager and has performed those duties in the interim satisfactorily; and

WHEREAS, it is the desire of the Mayor and City Council that Jeffrey J. Dygert be appointed as the City Manager for the City of Auburn, New York effective upon the signing of an agreement between the City of Auburn and Jeffrey J. Dygert accepting the appointment as City Manager of the City of Auburn, New York.

NOW, THEREFORE BE IT RESOLVED that the Auburn City Council does hereby approve an agreement between the City of Auburn and Jeffrey J. Dygert to accept an appointment as City Manager and the Mayor is further authorized to sign any and all documents finalizing the agreement and the appointment of Mr. Dygert.

Seconded by Councilor McCormick

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

I do hereby certify that the foregoing is a correct copy of the vote for Council Resolution #155 of 2016 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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 6, 2016

F. Staff/Vendor Presentations

10. Other Business

All members of Council discussed the water quality issues due to the recent blue green algal blooms in Owasco Lake. The City Manager reported that there was a meeting scheduled for the following week that would bring interested parties to the table to begin discussing how to proceed towards short and long term solutions to the matter.

Adjournment: By unanimous vote the Council adjourned the meeting. The meeting was adjourned at 8:16 p.m.

Minutes submitted to the City Council on October 19, 2016 by:

Charles Mason
City Clerk

Auburn City Council Minutes October 6, 2016

On October 20, 2016 a motion to approve the minutes of the October 6, 2016 Auburn, NY City Council meeting was made by Councilor Giannettino, seconded by Councilor Carabajal.

	Ayes	Noes
Councilor McCormick	X	
Councilor Giannettino	X	
Councilor Cuddy	X	
Councilor Carabajal	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 6th day of October, 2016 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: October 21, 2016