

**Auburn City Council
Regular Meeting
Thursday, May 4, 2017 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. Auburn NY by Mayor Quill.

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

The following City Staff was present for the regular meeting:

- City Manager, Jeff Dygert
- Corporation Counsel, John Rossi
- City Clerk, Charles Mason
- Comptroller, Laura Wills
- Director of Planning and Economic Development, Jennifer Haines
- Director of Capital Improvement Program and Grants, Christina Selvek
- Superintendent of Engineering, William Lupien
- Director of Municipal Utilities, Seth Jensen
- Police Chief, Shawn Butler
- Superintendent of Public Works, Mike Talbot

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

CITY OF AUBURN, NEW YORK, NOTICE OF PUBLIC MEETING
RE: NEW DOWNTOWN WELCOME CENTER

Notice is hereby given that the City of Auburn has called a Public Meeting to be held on the 16th day of May, 2017 beginning at 6:00 p.m. for the purpose of presenting information to the public on the design of the new downtown welcome center to be located at City-owned property at 25 South Street in Auburn.

This Public Meeting will be held at the Hilton Garden Inn, 74 State Street, Auburn, NY 13021.

At this meeting City of Auburn staff and project architects will review preliminary design concepts for the welcome center and project site. The meeting will be an open house format where residents may view design concepts, speak with the project design team and provide

comments. A project design team public presentation will begin at 7:00p.m. and last approximately 30 minutes. City staff and project architects will be available to discuss the project with members of the public in the open house format both before and following the 7:00p.m. presentation.

As part of an initiative to support and boost upstate New York's tourism industry, Governor Andrew Cuomo announced in the fall of 2016 that downtown Auburn would be the site of a new downtown welcome center that will allow greater exposure to our deep history and heritage here in Auburn, the Finger Lakes and Central New York regions. The Governor has partnered the City of Auburn with the NYS Department of Parks, Recreation and Historic Preservation for project design and implementation.

More information on the new downtown welcome center may be found at the City's website www.AuburnNY.gov/WelcomeCenter

CITY RESIDENT SPRING CLEANING DAYS

AT THE CITY LANDFILL

(CITY OF AUBURN RESIDENTS ONLY, ALL RULES WILL BE STRICTLY ENFORCED)

DATES: MAY 13, 2017 & MAY 20, 2017

HOURS: 7:00 AM TO 11:30 AM

LOCATION: CITY LANDFILL, 311 NORTH DIVISION STREET

TELEPHONE: (315)255-4155, PLEASE CALL WITH ANY QUESTIONS

REQUIREMENTS/RULES/REGULATIONS

- CITY RESIDENTS WILL NEED TO DELIVER THE MATERIAL DIRECTLY TO AUBURN LANDFILL
- NO LANDFILL PERMITS WILL BE REQUIRED IN ORDER TO PARTICIPATE
- DRIVERS LICENSE AND VEHICLE REGISTRATION WILL BE REQUIRED AS PROOF OF RESIDENCY FOR PARTICIPATION (THE ADDRESS ON BOTH MUST MATCH AND WILL BE STRICTLY ENFORCED)
- NO TRAILERS, NO BOX VANS, NO U-HAULS
- ALL GARBAGE MUST BE CONTAINERIZED (CAN OR BAG)

MATERIALS THAT WILL BE ACCEPTED AT NO COST TO CITY RESIDENTS

- GARBAGE;
- CO-MINGLE & CARDBOARD RECYCLING;
- MATTRESS/BOX SPRING;
- BRUSH;
- YARD WASTE;
- FURNITURE;
- CAR TIRES, LIMIT 4 TIRES PER RESIDENCE.

PLEASE NOTE: YARD WASTE OR BRUSH CONTAINED IN A PLASTIC BAG MUST BE DUMPED OUT OF THE PLASTIC BAG AS PLASTIC BAGS ARE NO LONGER ACCEPTABLE FOR THIS MATERIAL.

MATERIALS THAT WILL BE ACCEPTED AT COST TO CITY RESIDENTS

- FREON CONTAINING UNITS \$45.00 (REFRIGERATORS, AIR CONDITIONERS, DEHUMIDIFIERS)
- ELECTRONICS (LIMIT 2) \$10.00 EACH (COMPUTER, MONITOR, MICROWAVE,

DVD, VCR, PRINTER)

MATERIALS THAT WILL NOT BE ACCEPTED

- HAZARDOUS WASTE; ASBESTOS; MOTOR OIL; LIQUID WASTE
- FLUORESCENT TUBES; GREASE; SOLVENTS; PAINT; COOKING OIL

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.

Tim Lattimore, 63 South Street. Mr. Lattimore is the County Legislator for district 13. He discussed projects underway at Clifford Park and water.

7. Approval of Meeting Minutes:

April 20, 2017 Council Meeting Minutes

Motion to approve the April 20, 2017 minutes by Councilor McCormick, seconded by Councilor Cuddy. Motion to approve carried 5-0.

8. Reports of City Officials

A. City Manager’s Report

- The City is moving forward with filling the newly created Code Inspector position in the City’s Code Enforcement Office. The individual hired will begin by the end of May with training that will take place at a State program.

B. Reports from members of Council

- Councilor Cuddy reported on the most recent County Lead task Force meeting that he and Jenny Haines, Director of Planning and Economic Development attended.
- Councilor Giannettino reported on the park Pick-up Day that was held on April 29, 2017. The community event was organized by the Auburn Beautification Commission.

9. Matters to Come Before Council

A. State Environmental Quality Review Act Resolutions (SEQR)

B. Ordinances – None

C. Local Laws

D. Resolutions

**COUNCIL RESOLUTION #62 OF 2017
AUTHORIZING A PUBLIC HEARING FOR THE
2016-2017 COMMUNITY DEVELOPMENT BLOCK GRANT ACTION PLAN
AMENDMENTS**

By Councilor McCormick

May 4, 2017

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 the 11th day of May 2017 at 6:00pm at City Council Chambers, 1st floor, Memorial City Hall, Auburn, New York concerning the 2016-2017 Community Development Block Grant Action Plan Amendments.

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.

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 | |

COUNCIL RESOLUTION #63 of 2017

**SETTING A DATE FOR A PUBLIC HEARING CONCERNING THE CITY
MANAGER’S RECOMMENDED BUDGET OF 2017-2018**

By Councilor Carabajal

May 4, 2017

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 the 18th day of May, 2017 at 6:00 p.m. at City Council Chambers, 1st Floor, Memorial City Hall, Auburn, New York, concerning the City Manager’s Recommended Budget 2017-2018; and

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.

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 | |

COUNCIL RESOLUTION #64 OF 2017

**ENDORING THE PROCESS TO UPDATE THE OWASCO LAKE WATERSHED
RULES & REGULATIONS**

By Councilor McCormick

May 4, 2017

WHEREAS, the Owasco Lake Watershed Management Council, Inc. (OLWMC) has been asked to engage the public in updating and revising the 1984 Owasco Lake Watershed Rules and Regulations (officially titled the Rules and Regulations Pertaining to the City of Auburn and Town of Owasco, Cayuga County, RE: Public Water Safety) for submission to, and consideration by, the Commissioner of the New York State Department of Health (the Project); and,

WHEREAS, the City of Auburn’s public water supply is dependent upon a clean and healthy Owasco Lake as its only source for our water supply; and

WHEREAS, the Cayuga County Planning Department has outlined a Public Participation Process for the revision and update of the 1984 Owasco Lake Watershed Rules and Regulations; and,

WHEREAS the proposed Public Participation Process for the Project includes a steering committee which will have as one of its members a representative of the City of Auburn.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Auburn, New York endorses the Cayuga County Planning Department’s proposed Public Participation Process for the updating and revising of the 1984 Owasco Lake Watershed Rules and Regulations; and

BE IT FURTHER RESOLVED that City Councilor Debra McCormick is designated to serve as the City of Auburn’s representative on this Project’s steering committee; and

BE IT FURTHER RESOLVED that the City Clerk is to send a certified copy of this resolution to the Owasco Lake Watershed Management Council.

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 | |

LAND SALE RESOLUTION #65 OF 2017

AUTHORIZING THE SALE OF PROPERTY AT STEEL STREET

By Councilor McCormick

May 4, 2017

WHEREAS, the City of Auburn had previously acquired title to property commonly known as 56 Steel Street and the property has dimensions of 50 feet in width and 50 feet in depth; and

WHEREAS, the property is land locked and does adjoin premises known as 52-54 Steel Street; and

WHEREAS, the City had notified all adjoining land owners that the City was interested in selling the property and only one adjacent land owner, Jennifer A. Dove who resides at 52-54 Steel Street has responded affirmatively and had submitted a bid to acquire the property, said bid being in the amount of \$6,400; and

WHEREAS, it is necessary that the Auburn City Council approve the transfer and that the parcel of land is surplus property no longer needed for City purposes.

NOW, THEREFORE, BE IT RESOLVED that the City of Auburn does hereby approve the transfer of a parcel of land commonly known as 56 Steel Street to Jennifer A. Dove for the sum of \$6,400;

BE IT FURTHER RESOLVED that the Mayor is authorized to sign any and all documents in order to finalize the transfer.

Seconded by Giannettino

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

E. Staff/Vendor Presentations

• Presentation on Harriet Tubman NHP - SUNY ESF Landscape Architecture Studio Students and Faculty - Christina J. Selvek, Dir. of Capital Projects

The SUNY College of Environmental Science & Forestry, Department of Landscape Architect has long used public service projects to introduce students to the diverse aspects of landscape architecture practice. In the Spring 2017 semester, faculty and students used a thematic design studio to develop recommendations for the Harriet Tubman National Historical Park. Chris Capella-Peters, formerly of the NYSHPO and Richard Hawks, Distinguished Service Professor co-taught the studio along with assistance from Professor George W. Curry and John Auwaerter of the SUNY Center for Cultural Landscape Preservation <http://www.esf.edu/cclp/>.

To help guide the students throughout the semester-long project a steering committee was established to assist the students in this endeavor. Members of the steering committee included:

- Judith Wellman,
- Michael Long,
- Brian Strack, NPS,
- Frank Barrows, NPS,
- Bob Page, NPS,
- Rev. Paul Carter,
- Kate Clifford Larson,

Judith Bryant,
Doug Armstrong, and
Christina Selvek.

The steering committee had the opportunity to interact with the undergraduate and graduate students on several occasions throughout the semester to offer comments and provide advice on the data collection, analysis and recommendations phases.

A primary goal of the thematic studio was to provide the NPS and HTH, Inc. with creative options for use, interpretation and management of the Harriet Tubman National Park. To reach this goal, the students had multiple individual and group assignments throughout the semester, thereby allowing each to engage in inventory and analysis, identification of pertinent issues, and development of recommendations.

As a culmination of the thematic studio, the student's collective work was presented to the City of Auburn community at the May 4, 2017 Auburn City Council meeting as part of celebrating National Historic Preservation Month.

• Final Balanced Budget Based on Council Input and Revised Revenue Estimates - Laura Wills, Comptroller

The final proposed General fund budget includes the changes that were requested at the April 20th meeting and other estimate changes as follows:

Revenues:

- The tax levy increase of \$142,142 was removed from the proposal
- The City was awarded a \$14,000 grant from Cayuga County to help fund the additional code enforcement officer

Certain expenditures excluded from the 2017-18 budget will be requested to be funded through use of fund balance in fiscal 2017. These include the:

- Vehicle for the central garage (\$20,000)
- Zoning code update (\$20,000)
- Geothermal software update (\$20,000)

Other expenditure changes:

- After further discussion with the City advisors and other department heads we have
- moved the BAN issuance and renewal to August, this will create additional savings of \$67,701
- A police officer transferred out of the City, the replacement officer will cost approximately
- \$29,335 less
- The planning assistant was removed from the planning department for a cost reduction of
- \$25,826
- There were various estimate adjustments in some employee benefits (worker's

- compensation, retirement, health insurance and dental insurance), in order to be conservative,
- we have increased the employee benefits in total by \$41,721
- The overall budget decreased by .4% after these changes from \$34,068,869 to \$33,940,727.
- There are no substantial changes from the first proposed budget to the final proposed budget in the solidwaste fund, refuse collection fund, power utility fund, water fund or sewer fund.

• **Parking Garage - Mike Talbot, Department of Public Works.** Superintendent Talbot discussed the trend in parking revenues for the municipal parking garage over the past several years. He reviewed a new automated garage gate that will be purchased to automate the collection of parking garage fees at the exit of the garage. He also discussed the new staffing arrangements proposed in the 2017-2018 City budget that would increase the City garage maintenance position from part time to full time which will allow for increased cleanliness and staff presence in the garage.

F. Tabled Items – none

10. Other Business

Councilor Carabajal asked about the possibility of replacing the flags on the South Lawn of Memorial City Hall with U. S. flags during the Memorial Day, 4th of July and Veterans Day holidays.

Mayor Quill asked the City Manager if he could schedule an update for the Council on the Genesee Street reconstruction project and the impact of proposed reverse angle parking.

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

1. Three items pertaining to 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.
2. One matter pertaining to the employment history of a particular individual.

The motion to enter executive session carried 5-0. The Council entered Executive Session at 8:38 p.m. Executive session adjourned at 9:12 p.m.

Auburn City Council Minutes May 4, 2017

Adjournment: By unanimous vote the Council adjourned the meeting. The meeting was adjourned at 9:13 p.m.

Minutes submitted to the City Council on May 18, 2017 by:

Charles Mason
City Clerk

On May 18, 2017 a motion to approve the minutes of the May 4, 2017 Auburn, NY City Council meeting was made by Councilor , seconded by Councilor .

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

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 4th day of May, 2017 and that the City Council approved such by the vote listed above.

Charles Mason, City Clerk Date: May 19, 2017