

**CITY COUNCIL MEETING
CITY OF WATERTOWN
February 16, 2021
7:00 p.m.**

Mayor Jeffrey M. Smith Presiding

Present: Council Member Sarah V. Compo
Council Member Ryan J. Henry-Wilkinson
Council Member Lisa A. Ruggiero
Mayor Jeffrey M. Smith

Also Present: Kenneth A. Mix, City Manager
Robert J. Slye, City Attorney

City staff present: Michael Lumbis, Michael Delaney, Scott Weller, Michael DeMarco, Geoffrey Urda

The City Manager presented the following reports to Council:

- Resolution No. 1 - Performance Review of City Manager
- Resolution No. 2 - Performance Review of City Clerk
- Resolution No. 3 - Approving an Amendment to the Subrecipient Agreement with Neighbors of Watertown, Inc. for the 2018 Community Development Block Grant Owner-Occupied Rehabilitation Program
- Resolution No. 4 - Authorizing Professional Services Agreement for Design Services for the Mill Street South Span Bridge Rehabilitation Project with C&S Engineers, Inc.
- Resolution No. 5 - Authorizing Professional Services Agreement for Design Services for the Van Duzee Street Bridge Rehabilitation Project with C&S Engineers, Inc.
- Resolution No. 6 - Authorizing Professional Services Agreement for Design Services for the Newell Street Utility Bridge Rehabilitation Project with C&S Engineers, Inc.
- Resolution No. 7 - Approving Franchise Agreement, The Greater Watertown Red and Black, Inc.
- Resolution No. 8 - Approving Lease Agreement Between the City of Watertown and S&V Baseball Management LLC
- Tree Watertown Annual Report and Tree City USA Application
- 2020 Analysis of Impediments to Fair Housing Choice
- Complete Streets Annual Progress Report – Calendar Year 2020
- Mill Street – Complete Streets Recommendation

Complete Reports on file in the office of the City Clerk

Meeting opened with a moment of silence. Pledge of Allegiance was given.

The reading of the minutes of the regular meeting of February 1, 2021 and the work session of February 8, 2021, was dispensed and accepted as written by motion of Council Member Ryan J. Henry-Wilkinson, seconded by Council Member Lisa A. Ruggiero and carried with all voting in favor thereof.

COMMUNICATIONS

A claim was received from Shane Kirschner, 513 Binsse Street, seeking reimbursement for repairs and hotel expenses due to flooding at his residence as a result of a watermain break on Morrison Street on December 30, 2020.

PRIVILEGE OF THE FLOOR

Jason Traynor, 142 Mechanic Street, stated he feels the vacant seat on Council needs to be voted on by the public. He also discussed Police Reform and changes that he feels are needed, and he spoke of interactions with the Police Department in which he felt his rights were violated.

Jonathan Phillips, 735 Mill Street, addressed Council about the condition of the streets and sidewalks after the recent snowstorm, noting there are City-owned properties that do not have their sidewalks shoveled. He also described an incident in which his neighbor was snowblowing snow into the road and he reported it to the Police Department, but he felt that it was not addressed.

RESOLUTIONS

Resolution No. 1 - Performance Review of City Manager

Introduced by Council Member Ryan J. Henry-Wilkinson

WHEREAS the Charter of the City of Watertown under Title III, Section 20-6 requires a performance review of the City Manager annually with findings adopted by March 1 each year, and

WHEREAS it was determined that the City Manager has demonstrated his management and communication style, and has become an effective leader of the City's workforce, and

WHEREAS the City Manager has been effective at maintaining the financial strength of the City, managing the myriad of tasks and responsibilities that fall under his discretion,

NOW THEREFORE BE IT RESOLVED that following an assessment and review of the City Manager's duties and performance, we find the City Manager, Kenneth A. Mix, has performed consistent with expectations and did an excellent job in the year.

Seconded by Council Member Lisa A. Ruggiero and carried with all voting yea.

Resolution No. 2 - Performance Review of City Clerk

Introduced by Council Member Ryan J. Henry-Wilkinson

WHEREAS the Charter of the City of Watertown under Title III, Section 20-8 requires a performance review of the City Clerk annually with findings adopted by March 1 each year, and

WHEREAS the City Clerk, Ann M. Saunders, has provided City Council with a summary of her duties and accomplishments for the previous year, and

WHEREAS City Council determined the City Clerk has done an excellent job of carrying out the duties of her office and serving the public, and

WHEREAS the City Clerk has effectively led her staff in a professional and productive way, and

WHEREAS the City Clerk continues to make her office more efficient,

NOW THEREFORE BE IT RESOLVED that following an assessment and review of the City Clerk's duties and performance, we find the City Clerk, Ann M. Saunders, has performed consistent with expectations and did an excellent job in the year.

Seconded by Council Member Lisa A. Ruggiero and carried with all voting yea.

Resolution No. 3 - Approving an Amendment to the Subrecipient Agreement with Neighbors of Watertown, Inc. for the 2018 Community Development Block Grant Owner-Occupied Rehabilitation Program

Introduced by Council Member Ryan J. Henry-Wilkinson

WHEREAS the City Council approved a subrecipient agreement with Neighbors of Watertown, Inc. on November 19, 2018, to administer the 2018 Community Development Block Grant (CDBG) Owner-Occupied Rehabilitation Program, and

WHEREAS the City has additional funding remaining in its 2018 Community Development Block Grant fund from projects that were completed under budget, and

WHEREAS in order to spend the remaining grant funds in a timely manner, the City Council amended the 2018 Annual Action Plan to reallocate the funds to the owner-occupied rehabilitation program and intends to amend the subrecipient agreement with Neighbors of Watertown, Inc. (NOW) to increase the contract amount to allow the rehabilitation of an additional housing unit, and

WHEREAS Staff has worked with NOW to identify a Rehabilitation project that the funding could be allocated to and drawn down before the end of the program year, and

WHEREAS an amendment to the agreement between the City and Neighbors of Watertown has been drafted,

NOW THEREFORE BE IT RESOLVED that the City Council approves the amendment to the 2018 Community Development Block Grant Owner-Occupied Rehabilitation Program agreement with Neighbors of Watertown, Inc., which increases the amount of the contract by \$38,120.70, for a revised total of \$288,120.70, a copy of which is attached and made part of this resolution,

BE IT FURTHER RESOLVED that the Mayor, Jeffrey M. Smith, is hereby authorized and directed to execute said Amendment on behalf of the City of Watertown.

Seconded by Council Member Lisa A. Ruggiero and carried with all voting yea.

Resolution No. 4 - Authorizing Professional Services Agreement for Design Services for the Mill Street South Span Bridge Rehabilitation Project with C&S Engineers, Inc.

Introduced by Council Member Ryan J. Henry-Wilkinson

WHEREAS the City of Watertown is planning Rehabilitation Projects to include maintenance and rehabilitation of the Mills Street South Span Bridge, and

WHEREAS in support of this project, the City Engineering Department has negotiated a professional services agreement with C&S Engineers, Inc. for the design, plans and construction support services for the Bridge Rehabilitation in an amount not to exceed \$7,500,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement between the City of Watertown and C&S Engineers, Inc. for the Mill Street South Span Bridge project, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

Seconded by Council Member Lisa A. Ruggiero

Prior to the vote on the foregoing resolution, Mayor Smith asked if this was just for rehab purposes.

City Engineer Michael Delaney explained that this is for field inspection services and for providing design documents for any deficiencies found with the bridge. He stressed it is necessary to maintain the structure of bridges to prevent the need for a full replacement at a significant cost.

At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.

Resolution No. 5 - Authorizing Professional Services Agreement for Design Services for the Van Duzee Street Bridge Rehabilitation Project with C&S Engineers, Inc.

Introduced by Council Member Ryan J. Henry-Wilkinson

WHEREAS the City of Watertown is planning Rehabilitation Projects to include maintenance and rehabilitation of the Van Duzee Street Bridge, and

WHEREAS in support of this project, the City Engineering Department has negotiated a professional services agreement with C&S Engineers, Inc. for the design, plans and construction support services for the Bridge Rehabilitation in an amount not to exceed \$10,000,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement between the City of Watertown and C&S Engineers, Inc. for the Van Duzee Street Bridge project, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

Seconded by Council Member Lisa A. Ruggiero and carried with all voting yea.

Resolution No. 6 - Authorizing Professional Services Agreement for Design Services for the Newell Street Utility Bridge Rehabilitation Project with C&S Engineers, Inc.

Introduced by Council Member Ryan J. Henry-Wilkinson

WHEREAS the City of Watertown is planning Rehabilitation Projects to include maintenance and rehabilitation of the Newell Street Utility Bridge, and

WHEREAS in support of this project, the City Engineering Department has negotiated a professional services agreement with C&S Engineers, Inc. for the design, plans and construction support services for the Bridge Rehabilitation in an amount not to exceed \$19,500,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement between the City of Watertown and C&S Engineers, Inc. for the Newell Street Utility Bridge project, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

Secoded by Council Member Lisa A. Ruggiero and carried with all voting yea.

Resolution No. 7 - Approving Franchise Agreement, The Greater Watertown Red and Black, Inc.

Introduced by Council Member Ryan J. Henry-Wilkinson

WHEREAS the City is a municipal corporation organized under the laws of the State of New York and, as such, owns a facility known as the Alex T. Duffy Fairgrounds within the City of Watertown, and the Fairgrounds are a community recreational facility, and

WHEREAS the City desires to promote future recreational activities at the Fairgrounds for the valid public purpose of the benefit, recreation, entertainment, amusement, convenience and welfare of the people of the City, and

WHEREAS in pursuit of that public purpose, the City desires to contract for the use, operations, management and maintenance of the Fairgrounds multi-purpose field and all football-related activities, and

WHEREAS the Greater Watertown Red and Black, Inc. owns and operates a football team as a member and franchise of the Empire Football League, and

WHEREAS Greater Watertown Red and Black, Inc. desires to have its team, Red and Black, play football games within the confines of the Fairgrounds,

NOW THEREFORE BE IT RESOVLED that the City Council of the City of Watertown approves the Franchise Agreement between the City of Watertown and the Greater Watertown Red and Black, Inc., attached hereto and made part thereof, and

BE IT FURTHER RESOLVED that Mayor Jeffrey M. Smith is hereby authorized and directed to execute the Agreement on behalf of the City.

Secoded by Council Member Lisa A. Ruggiero and carried with all voting yea.

Resolution No. 8 - Approving Lease Agreement Between the City of Watertown and S&V Baseball Management LLC

Introduced by Council Member Ryan J. Henry-Wilkinson

WHEREAS the City of Watertown owns and operates a facility known as the Alex T. Duffy Fairgrounds and the Fairgrounds is a community recreational facility, and

WHEREAS the City of Watertown desires to promote recreational activities at the Fairgrounds for the valid public purpose of the benefit, recreation, entertainment, amusement, convenience and

welfare of the people of the City, and

WHEREAS in pursuit of that valid public purpose, the City of Watertown desires to contract for the use, operation, management and maintenance of the Fairgrounds baseball facilities and all baseball-related activities, and

WHEREAS S&V Baseball Management LLC owns and operates a summer collegiate baseball team, as a member and franchisee of the Perfect Game Collegiate Baseball League, and

WHEREAS S&V Baseball Management LLC desires to have its team play baseball games within the confines of the Fairgrounds baseball fields and is in a unique position to contract to use, operate, manage and maintain the Fairgrounds baseball facilities, and

WHEREAS the City has undertaken a substantial capital improvement project for the Fairgrounds in furtherance of the public purpose of keeping baseball in the City for the recreation, entertainment, and welfare of the people of the City, including the economic benefit such a team can bring,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Lease Agreement between the City of Watertown and S&V Baseball Management LLC, a copy of which is attached hereto and made part of this resolution, and

BE IT FURTHER RESOLVED that Mayor Jeffrey M. Smith is hereby authorized and directed to execute the Lease Agreement on behalf of the City of Watertown.

Seconded by Council Member Lisa A. Ruggiero and carried with all voting yea.

STAFF REPORTS

Tree Watertown Annual Report and Tree City USA Application

City Planner Michael DeMarco stated the report includes a letter from the Tree Watertown Chairman thanking Council for its continued support. He explained the Tree Watertown 2020 Annual Report details the highlights of the tree planting projects of the year. He noted there were 162 tree plantings and he thanked the organizations that partnered with them. They were NYS DEC, National Grid, Watertown Noon Rotary, NNY Community Foundation, Friends of Thompson Park, SLELO-PRISM, Boy Scouts Troop #37, Arborcare Tree Service, Watertown City School District and Immaculate Heart Central High School. He also summarized the six grants that were received this year and explained how the funding was used.

Mayor Smith noted that he spoke with Planning and Community Development Director Michael Lumbis about using some of the CDBG funds towards future tree plantings.

2020 Analysis of Impediments to Fair Housing Choice

City Planner Geoffrey Urda reviewed the history of the Fair Housing Program, noting that staff did the work in-house prior to partnering with CNY Fair Housing. He explained that the Analysis of Impediments is required by Housing and Urban Development (HUD) prior to the beginning of each five-year consolidated plan. The Executive Summary of the analysis was available for Council to review.

Complete Streets Annual Progress Report – Calendar Year 2020

Mr. Urda explained that the committee reviewed six projects and conducted the prescribed performance measurements for physical improvements. He informed Council the annual report was attached to the staff memo for their review. In response to Mayor Smith’s question of whether the Grant Street project would be reviewed again, Mr. Urda said that if the scope of a project changes then the committee would reevaluate it before it goes to design to ensure there were not any missed opportunities to apply Complete Street improvements.

Council Member Henry-Wilkinson noted the report states there is a net loss of 23 trees so he would like to see CDBG funds used to replace some of these trees.

Mill Street – Complete Streets Recommendation

Mr. Urda reviewed the report explaining the proposed changes to Mill Street. He noted that Mill Street is very wide so there is an opportunity to stripe bike lanes without losing or narrowing any vehicular lanes or losing on-street parking. He explained the additional benefits of connecting to the current cross-City trail network and adding an additional spur down Mill Street for bike lanes.

Mayor Smith asked if this would be a complete reconstruction or a mill and fill.

Mr. Delaney replied that this will be a mill and fill and curbs would be repaired as needed.

Mayor Smith noted there are complaints about the condition of the sidewalks on the property where the old roller rink was located.

Mr. Delaney advised that if sidewalks are in need of repair, then they will be evaluated.

Mr. Mix added that the property owner at that location has been cited many times and if it is not taken care of then the City will do the repairs and bill the owner.

NEW BUSINESS

Police Reform

Mr. Mix reminded Council that the second virtual meeting about Police Reform will be held tomorrow at 7:00 p.m.

Council Member Compo asked if the audio from the last virtual meeting would be available to the public.

Mr. Mix said that it can be posted on the City’s website.

Council Member Henry-Wilkinson pointed out that if anyone from the public is unable to attend one of the virtual meetings, then they can send their thoughts and ideas to Council Members.

Council Member Ruggiero commented that this was well attended and there was a good discussion. She encouraged people to sign up for the next meeting scheduled for tomorrow night.

Friends of Thompson Park

Council Member Compo suggested the Friends of Thompson Park be invited to a future work session to update Council on the ideas for the park that they have been discussing.

Snow Removal from Sidewalks

Council Member Ruggiero noted that she has received complaints about the lack of snow removal on Arsenal Street and Van Duzee Street. She will forward them onto City staff.

Business Improvement District (BID)

Council Member Ruggiero advised that she met with Joe Wessner, Downtown Business Association President, regarding the BID and she said he would like to bring this before Council.

Mr. Mix advised that the previous request was to have this at the April work session.

Mayor Smith said that he had a good conversation with Mr. Wessner as well, but he is concerned with government getting involved with regulating another tax, which could result in someone losing their property if they do not pay their BID tax. He indicated that he would rather the businesses regulate it themselves.

Budget Goals and Objectives

Mayor Smith reminded Council that staff is working on the budget and if Council Members have anything that they would like to see in the budget, it should be forwarded to the City Manager.

Single Stream Recycling

Mayor Smith commented that he would like to see single stream recycling implemented by June 1, noting that a trial run was done, and it worked well.

Mr. Mix advised that the City would need to make a capital investment before it can be implemented.

Motion was made by Council Member Ryan J. Henry-Wilkinson to move into Executive Session to discuss proposed, pending or current litigation.

Motion was seconded by Council Member Lisa A. Ruggiero and carried with all voting in favor thereof.

Council moved into Executive Session at 7:47 p.m.

Council reconvened at 8:38 p.m.

ADJOURNMENT

At the call of the chair, meeting was duly adjourned at 8:39 p.m. until Saturday, February 20, 2021 at 9:30 a.m. by motion of Council Member Ryan J. Henry-Wilkinson, seconded by Council Member Lisa A. Ruggiero and carried with all voting in favor thereof.

Ann M. Saunders
City Clerk