



COMMON COUNCIL AGENDA

Date: Wednesday, March 01, 2023
 Time: 6:00 P.M.
 Location: City Hall, 108 E. Green Street 3rd Floor, Council Chambers
 Watch Online: <https://www.youtube.com/@CityofIthacaPublicMeetings>

ITEM	Voting Item?	Presenter(s)	Time Allotted
1. Call to Order 1.1 Agenda Review 1.2 Reports of Municipal Officials 1.3 Proclamations and Awards 1.4 Review and Approval of Minutes <u>January 4</u> and <u>February 1</u> , 2023	No Yes	Mayor Laura Lewis	10 Min
2. Petitions and Hearings of Persons Before Council 2.1 Statements from the Public The public can provide short statements during this portion of the meeting. 3 minutes is the maximum time allotted, but the chair reserves the right to modify the amount of time per individual at the start of the meeting. Only the first hour of the meeting is set aside for Public Comment. <i>*Written comments submitted will be compiled and entered into the record.</i> 2.2 Privilege of the Floor – Mayor and Council	No No	Sign up for public comment here: https://tinyurl.com/7ts9zmku *Submit written comments here: https://tinyurl.com/mr9kdhw8	40 Min
3. Consent Agenda <u>3.1</u> HR – Amendment to Personnel Roster Recruitment Specialist – Resolution <u>3.2</u> GIAC – Amendment to Personnel Roster Program Coordinator – Resolution <u>3.3</u> DPW – Temporary Access Easement from City to NYSEG – Resolution	Yes	Common Council	5 Min
4. City Administration Committee 4.1 City Controller’s Report	No	S Thayer, Controller	10 Min
5. New Business <u>5.1</u> Authorization to Waive the Search and Appoint a Fire Chief - Resolution <u>5.2</u> Appointment to the Program Oversight Committee of the Community Housing Development Fund	Yes Yes	Mayor Laura Lewis Mayor Laura Lewis	10 Mins
6. Reports from Council and Staff 6.1 Reports of Special Committees 6.2 Reports of Common Council Liaisons 6.3 Report of City Clerk 6.4 Report of City Attorney	No		10 Min

ITEM	Voting Item?	Presenter(s)	Time Allotted
7. Executive Session <i>(If needed)</i>	Yes	Mayor Laura Lewis	30 Min
8. Meeting Wrap-Up 8.1 Next Meeting Date: April 5, 2023 8.2 Adjourn	No Yes		5 Min
		Meeting Length Estimate	120 Min

Hybrid Meetings

Common Council has resumed meeting in person; however, due to limited seating capacity in Common Council Chambers, city staff and members of the public are encouraged to participate remotely if they would like to.

How to Participate in Public Comment Virtually Email Common Council Through the Agenda Link

Written comments can be submitted to Common Council using this form:

<https://tinyurl.com/mr9kdhw8>

3.1 Amendment to Personnel Roster – Human Resources Recruitment Specialist

WHEREAS, In the 2023 budget process Common Council approved the funding for a position dedicated to recruitment with an equity lens, and

WHEREAS, this individual will work closely with departments and community members and organizations to meet the staffing needs of all departments, and

WHEREAS, it is necessary to assign the position to a salary grade and establish a standard workday, now, therefore, be it

RESOLVED, that the Personnel Roster of the Human Resources Department be amended as follows:

Add: One (1) Human Resources Recruitment Specialist

and be it further

RESOLVED, that the position of Human Resources Recruitment Specialist shall be assigned to the Management Compensation Plan at salary grade 7, and be it further

RESOLVED, that for the sole purpose of determining days worked reportable to the New York State and Local Employees Retirement System the standard workday for this position shall be established at eight (8) hours per day (forty (40) hours per week), and, be it further

RESOLVED, that the funding for this change shall be derived from existing funds within the Human Resources Department budget.

3.2 Resolution to Amend GIAC Roster Program Coordinator Position

WHEREAS, the Greater Ithaca Activities Center (GIAC) needs a Program Coordinator position to manage some of its special initiatives including serving as the School Aged Child Care Program Director (SACC); and

WHEREAS, the Mayor and Common Council included this position in the authorized 2023 GIAC budget at 20 hours per week; and

WHEREAS, GIAC needs this position to be at minimum 25 hours per week to be able to fulfill the demanding responsibilities of a SACC Director and other special events; and

WHEREAS, GIAC Administration is requesting this position be amended to 25 hours per week; and

WHEREAS, the cost for making this change is \$7,220 for the remainder of 2023, including fringe; and

WHEREAS, GIAC's 2023 budget as approved has funding to support the amendment of this position; and

WHEREAS, no additional funds are being requested for this positions, now therefore be it:

RESOLVED, that the Personnel Roster of GIAC shall be amended as follows:

 Increase: one (1) GIAC Program Coordinator from 20 hours/week to 25 hours/week

And be it further,

RESOLVED, that said roster amendment will be made within the existing funds of the 2023 authorized GIAC budget.

3.3 Resolution for a Temporary Access Easement from the City of Ithaca to New York State Electric & Gas Corporation (NYSEG)

WHEREAS, the City of Ithaca owns a land interest for public water supply within Tax Parcel 55.-1-1, and

WHEREAS, the New York State Electric & Gas Corporation (NYSEG) owns and maintains an overhead utility easement within City land, and

WHEREAS, direct access to the NYSEG utility easement can be obtained through City property off of Coddington Road in the Town of Ithaca, more specifically between Tax Parcel 48.-1-9.1 and Tax Parcel 48.-1-10, and

WHEREAS, NYSEG has prepared a Temporary Access Easement to service said utility through the Coddington Road access, and

WHEREAS, the City is desirous in granting NYSEG access through its parcel. Now therefore be it

RESOLVED, that careful review of the Temporary Access Easement by City of Ithaca staff and the City legal team agree with the conditions therein and make recommendation to City Common Council to approve said agreement.

5.1 RESOLUTION: Authorization to Waive the Search and Appoint a Fire Chief

WHEREAS, the City Charter Section C-26. A thru H outlines the search procedure for the appointment of department heads, and

WHEREAS, the City Charter Section C-26.I states that “Upon the request of the Mayor, and with the affirmative vote of 2/3 of the Common Council exclusive of the Mayor, this search committee procedure may be waived and the Mayor may make an appointment directly, with the approval of Common Council by majority vote.”, and

WHEREAS, the Mayor wishes to appoint the Acting Fire Chief Robert Covert as the permanent Fire Chief, now therefore be it

RESOLVED, that Common Council authorizes the mayor to waive the search for a Fire Chief and appoint Acting Fire Chief Robert Covert to the position of Fire Chief at an annual salary of \$132,552, effective March 2, 2023.

5.2 Appointment to the Program Oversight Committee of the Community Housing Development Fund

RESOLVED, That Kris Haines-Sharp be appointed to the Program Oversight Committee of the Community Housing Development Fund with a term to expire December 31, 2023.