



September 30, 2019

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting

Recreation Center
15 Vanderbilt Avenue

9:30 AM

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Peter Martin, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Mike Sharp, Deputy Commissioner, Finance
John Daley, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

EXCUSED: Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kelly called the meeting to order at 9:30 a.m.

PUBLIC HEARING

1. Liberty Affordable Housing – Commissioner Franck advised this is a continuation. Commissioner Madigan stated she will ask tomorrow night to have this removed.
2. Zoning Amendment – Wesley Community – Woodlawn Oval PUD – No comments.

PRESENTATIONS

1. 2020 Comprehensive Budget – Commissioner Madigan advised this presentation will be live-streamed on the City's website.

CONSENT AGENDA

1. Approval of 9/16/19 Pre-Agenda Meeting Minutes
2. Approval of 9/17/19 City Council Meeting Minutes
3. Approval of 9/3/19 City Council Meeting Minutes
4. Approve Use of Insurance Reserve Resolution #2
5. Approve Budget Amendment – Use of Insurance Reserve #2
6. Approve Budget Amendments – Regular (Increases)
7. Approve Budget Transfers - Regular
8. Approve Payroll 09/20/19 \$542,238.64
9. Approve Payroll 09/27/19 \$507,195.02
10. Approve Warrant - 2019 19MWSEP2 \$62,946.56

11. Approve Warrant – 2019 19OCT1 \$752,463.47

No comments.

MAYOR'S DEPARTMENT

Documents for Public Hearing: Zoning Text Amendment for Woodlawn Oval Planned Unit Development (PUD) aka Wesley Community

Mayor Kelly advised this has all the attachments for the public hearing for public review.

Announcement: Henry Street Pilot

No comments.

Appointment: Zoning Board of Appeals

No comments.

Discussion and Vote: Accept Donation from Friends of Recreation – Camp Saradac Scholarship – Field Trip Transportation - \$5,275

Mayor Kelly advised the Friends of Recreation donated \$2,275 towards camp scholarships and \$3,000 towards camp field trips.

Discussion and Vote: Accept Donation from Friends of Recreation – Jonathan Noonan Dugout Project - \$15,430

Mayor Kelly advised she is pulling this item from the agenda.

Discussion and Vote: Accept Donation from WGY Christmas Wish – Camp Scholarship - \$835

No comments.

Discussion and Vote: Authorization for Mayor to Sign Youth Service Project Agreement with the County of Saratoga

Mayor Kelly advised this is an annual agreement with the County for them to sponsor the youth project. The County will pay the City a sum not to exceed \$6,825.

Discussion and Vote: Approval to Pay Invoice #037037 01 in the Amount of \$11,402.30 to Winsupply for Weibel Ice Rink Chiller System

No comments.

Discussion and Vote: Revocable License for Use of City of Saratoga Springs Ice Rinks (Ice Rinks Agreement) Template with Regulatory Updates Revised

No comments.

Discussion and Vote: Pilot Between the City of Saratoga Springs, Promenade Housing Development Fund Co., and Saratoga Springs Housing Authority

No comments.

Discussion and Vote: Authorization for Mayor to Sign Fire Administrative Officers Contract

Vince DeLeonardis, city attorney, advised this contract is in line with the others where the update relates to the change in health care provider. It adds one year to the agreement and 2%.

Discussion and Vote: Authorization for Mayor to Sign MOU with the Police Administrative Officers Revised for Health Insurance

No comments.

Set Public Hearing: Amend Capital Budget for Missing Links Sidewalks Projects (#1270)

Mayor Kelly advised the City received the grand award and will be amending the capital budget accordingly.

Mayor Kelly advised she is adding an item to her agenda: Discussion and Vote: Authorization to Waive the Building Permit Fees for the Promenade Housing Project.

ACCOUNTS DEPARTMENT

Discussion and Vote: Accept Grant from NYS Archives Records Management and Authorization for Mayor to Sign All Related Documents

Commissioner Franck advised this is a grant through Nancy Wagner and the grant money finally came in.

Discussion and Vote: Submittal to Voters at the 2020 General Election

Commissioner Franck advised on September 10, 2019 signatures were received from a Citizen's Charter Review Commission in regards to the proposed Charter to be put on the November 2020 general election. The Commissioner needs 10% of the registered voters to get this on the ballot. Signatures were reviewed and we verified and accepted 1,496 and we rejected 179 signatures. He will certify those signatures as City Clerk. The next step is to bring those signatures to the City Council to reject or accept. From September 10th, the Council has 60 days to accept, reject, or do nothing. The proposed Charter was provided to each Council member.

Commissioner Martin clarified this vote is to accept the petition to put on the ballot in 2020.

Commissioner Franck advised that is correct.

FINANCE DEPARTMENT

Set Public Hearing: 2020 Comprehensive Budget

No comments.

Announcement: 2020 Budget Workshops

Commissioner Madigan announced the first budget workshop will be held on October 22, 2019 at 5 p.m. for the Mayor's Department, Department of Public Safety, and the Finance Office. The second budget workshop will be held on October 24, 2019 at 5 p.m. for the Department of Public Works, Recreation Department, and the Accounts Department.

Discussion and Vote: 2018 Fund Balance: Reserve & Assignment Recommendations

Commissioner Madigan advised she sent an e-mail to the Council last week including the items she recommends be included.

Discussion and Vote: Approval to Pay Invoice Without PO to LookTV in the Amount of \$500

Commissioner Madigan advised this is a timing issue with when they set up the contract with them. This is for a one month payment for when we did not have a contract with them.

Discussion and Vote: Budget Amendment- Payroll

No comments.

Discussion and Vote: Budget Amendment – Use of Fund Balance

No comments.

Discussion and Vote: Budget Transfer – Insurance

No comments.

Discussion and Vote: Budget Transfer – Payroll

No comments.

Commissioner Madigan announced she may be adding an item for City Fees Wireless Right-of-Way.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Approval to Pay Invoice #13047 to W.J. Morris Excavating, Inc. for Emergency Water Main Break on Hathorn Blvd.

Commissioner Scirocco advised the work was done on Lamplighter. This is for the rental of a vacuum truck.

Discussion and Vote: Authorization for Mayor to Sign Contract with SRI Fire Sprinklers for Fire Suppression Services

Commissioner Scirocco advised this is for inspection maintenance of City owned buildings.

Discussion and Vote: Authorization for Mayor to Sign Agreement with ATC Group Services, LLC for Hazardous Materials Testing & Monitoring Services

No comments.

Discussion and Vote: Water Leak Adjustment

Commissioner Scirocco advised this relates to the fire at Interlaken in 2018.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Mahoney Notifies for Fire Alarm Inspection Services

Commissioner Scirocco advised this is for City owned buildings.

Announcement: Household Hazardous Waste Collection Event October 26, 2019

Commissioner Scirocco stated this event will be held on October 26, 2019 from 8 a.m. – noon at the Weibel Ice Rink. The event is for City residents only and residents must pre-register.

Announcement: Saratoga County Resident Tire Recycling Program

Commissioner Scirocco advised the County's event will be held on October 29, 2019 behind the Malta Town Court Office. County residents must pre-register.

Discussion and Vote: Authorization for Mayor to Sign Change Order #2 with MLB Construction Services, LLC for City Hall Renovation Project General Construction

Commissioner Scirocco stated this is for additional construction costs.

Discussion and Vote: Authorization for Mayor to Sign Change Order #3 with MLB Construction Services, LLC for City Hall Renovation Project

Commissioner Scirocco stated this is for the interview suite in the Police Department. More asbestos was found there.

Discussion and Vote: Authorization for Mayor to Sign Change Order #1 with Collett Mechanical, Inc. for City Hall Renovation Project HVAC

No comments.

Discussion and Vote: Authorization for Mayor to Sign Change Order #1 with Collett Mechanical, Inc. for City Hall Renovation Project Plumbing

Commissioner Scirocco stated this is for sprinkler modifications.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization to Accept a Donation from the Murrell Foundation for the Mounted Division in the Amount of \$1,000

No comments.

Discussion and Vote: Approval to Pay Invoice to American Test Center for Fire Truck Annual Safety Inspection in the Amount of \$1,120

No comments.

Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicles & Traffic, with Respect to Regent Street and Marion Place

Commissioner Martin pulled this item from his agenda.

Discussion and Vote: Authorization for Mayor to Sign Contract with the New York State Military Museum for Police Department Promotion Ceremony

No comments.

Commissioner Martin advised he is adding an item to his agenda: Discussion and Vote: Accept Donation of Space from the New York State Military Museum.

SUPERVISORS

Mayor Kelly read the following into the record:

Matt Veitch: 1. Buildings & Grounds Committee Update; and 2. County Long Range Capital Planning Committee.

Tara Gaston: 1. Upcoming Calendar; 2. Election Information; 3. Code Blue; 4. Energy & Environment Survey.

ADJOURN

Mayor Kelly adjourned the meeting at 9:50 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 10/15/19
Vote: 4 - 0