March 2, 2020

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
Robin Dalton, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Deidre Ladd, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

EXCUSED: Matthew Veitch, Supervisor
Tara Gaston, Supervisor

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

PUBLIC HEARING
1. 2020 Water and Sewer Rates – Commissioner Scirocco advised there is an increase in both the water and sewer rates for 2020. This is the first time the water has increased since 2014. He will provide more detail tomorrow night.

EXECUTIVE SESSION
1. Discussions re: Proposed, Pending or Current Litigation: Article 7 Matter

CONSENT AGENDA
1. Approval of 2/18/20 City Council Meeting Minutes
2. Approval of 2/18/20 Pre-Agenda Meeting Minutes
3. Approve Use of Insurance Reserve Resolution #2
4. Approve Budget Amendment – Use of Insurance Reserve #2
5. Approve Budget Amendments – Regular (Increases)
6. Approve Budget Transfers - Regular
7. Approve Payroll 2/21/20 $546,107.97
8. Approve Payroll 2/28/20 $556,378.70
10. Approve Warrant – 2020 20MWFEB3 $76,078.96
11. Approve Warrant – 2020 20MAR1 $4,360,718.87

No comments.
**MAYOR’S DEPARTMENT**

**Discussion: Unified Development Ordinance (UDO) Update**

Mayor Kelly advised the comment period is complete. This translates into hundreds of possible changes to the UDO. Vince DeLeonardis, city attorney, will highlight the changes needed at tomorrow’s meeting.

**Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga Casino Holdings, LLC**

Mayor Kelly advised this agreement is for the Recreation Department’s use of the soccer fields. There is not charge for these fields as DPW maintains the fields in return.

**Discussion and Vote: Authorization for Mayor to Sign Barton & Loguidice Architectural/Engineering Consultant Agreement PIN 1761.58 for the Missing Sidewalk Links Project**

Mayor Kelly stated they are finalizing the contract with Barton & Loguidice. The amount of the contract is $217,941. This amount is funded by a grant with a 20% match of $380,000.

**Discussion and Vote: Authorization for Mayor to Sign Memorandum of Agreement: Employment Agreement Between the Civil Service Employees Association (CSEA) – City Hall and the City of Saratoga Springs**

No comments.

Mayor Kelly advised she may be adding a couple items to her agenda.

**ACCOUNTS DEPARTMENT**

**Discussion and Vote: Approval of City Agreement and Contract Process**

Marilyn Rivers, director of risk and safety, advised representatives from each department worked together to update the contracts and process. They added instructional aids and now vendors are vetted up front.

**Discussion and Vote: Authorization for Mayor to Sign Agreement with NYSID for Scanning of Purchasing Vouchers**

Marilyn Rivers advised we are trying not to move a lot of paper back into City Hall. With that in mind, we are outsourcing the scanning of purchasing vouchers and disposing of 41 boxes of paper.

**Discussion and Vote: Resolution Re: General Municipal Law Section 103 – “Piggybacking”**

Marilyn Rivers advised this ties into the City Agreement and contract Process. The ‘piggybacking’ resolution is being updated allowing departments to run off state contracts and county contracts (piggybacking) and get their pricing without having to go out to bid.

Commissioner Franck advised he is adding an item: **Discussion and Vote: Authorization to Apply for Funds from New York State Archives Local Government Records Management Improvement Fund and Approval for Mayor to Sign All Related Documents.**

**FINANCE DEPARTMENT**

**Discussion and Vote: Resolution – Video Lottery Terminal (VLT) Aid**
Commissioner Madigan advised she will bring a resolution tomorrow night for vote and have all commissioners and the mayor sign the resolution then.

**Discussion and Vote: Budget Amendment – Use of Assigned Fund Balance**

No comments.

**Discussion and Vote: Budget Transfer – Payroll**

No comments.

**PUBLIC WORKS DEPARTMENT**

**Discussion and Vote: Approval to Adopt the 2020 Water & Sewer Rates Resolution**

No comments.

**Discussion and Vote: Authorization for Mayor to Sign Change Order No. 2 with Bellamy Construction Company, Inc. for Kaydeross Ave. West Water Main Upgrade**

Commissioner Scirocco stated they needed to adjust the contract price for additional rock drilling that was needed.

**Discussion and Vote: Authorization for Mayor to Sign Change Order No. 10 with MLB Construction Services for City Hall Renovation – General Construction**

No comments.

**Discussion and Vote: Authorization for Mayor to Sign Change Order No. 5 with Collett Mechanical, Inc. for City Hall Renovation – HVAC**

Commissioner Scirocco stated this change order is due to the change in the scope of work.

Commissioner Scirocco stated he will be adding 2 items to his agenda: 1. Discussion and Vote: Authorization to Sign Contract with Dalrymple Company, Inc. and two. Announcement: Appointment of City Engineer.

**PUBLIC SAFETY DEPARTMENT**

**Discussion and Vote: Authorization for Mayor to Sign Contract with Dr. Jason Bernad for Medical Director**

No comments.

**Set Public Hearing: Amend Chapter 225 of the City Code, Section 225-77; Scheduled XII – Stop Intersections**

No comments.

**Set Public Hearing: Amend Chapter 225-12B & 225-69 of the City Code**

No comments.

**Discussion and Vote: Authorization to Increase Salary Range for Part-Time Public Safety Laborer**
Commissioner Madigan asked to speak with Commissioner Dalton after the meeting. She may ask public safety to hold off on this until the VLT aid is finalized.

Commissioner Dalton advised she will be adding 2 items to her agenda: 1. Announcement: 2019 Annual Report; and 2. Announcement: Virus Preparedness.

SUPERVISORS

Mayor Kelly advised the supervisors have not submitted anything for their agendas at this time.

EXECUTIVE SESSION

Mayor Kelly moved and Commissioner Franck seconded to enter into executive session to discuss proposed, pending or current litigation: Article 7 matter at 9:44 a.m.

Ayes – All

City Council returned at 9:54 a.m.

Mayor Kelly announced Commissioner Franck will be adding an item to his agenda.

ADJOURN

Mayor Kelly adjourned the meeting at 9:55 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 
Vote: