



July 5, 2022

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting

474 Broadway

10:00 AM

(via Zoom)

PRESENT: Ron Kim, Mayor
Dillon Moran, Commissioner of Accounts
Jason Golub, Commissioner of Department of Public Works
Jim Montagnino, Commissioner of Department of Public Safety

STAFF PRESENT: Angela Rella, Deputy Mayor
Heather Crocker, Deputy Commissioner, Finance
Stacy Connors, Deputy Commissioner, Accounts

EXCUSED: Minita Sanghvi, Commissioner of Finance

Joe O'Neill, Deputy Commissioner, Department of Public Works
Jason Tetu, Deputy Commissioner, Department of Public Safety

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kim called the meeting to order at 10:02 a.m.

PUBLIC HEARING

1. Section 103-a of Open Meetings Law – no comment.
2. UDO Amendment 1 – Remove Uses from Greenbelt – no comment.
3. UDO Amendment 2 – Land Use Boards Criteria for Greenbelt – no comment.
4. UDO Amendment 3 – Enhance Stream and Wetland Protections – no comment.
5. UDO Amendment 4 – Amend Land Disturbance Activity Permit – no comment.

PRESENTATIONS

1. Poet Laureate – No comment.
2. Saratoga Springs PBA – Commissioner Golub suggested if this presentation is related to the hour proposal that the Council waits until Commissioner Sanghvi returns so that the presentation does not need to be repeated.

Commissioner Montagnino advised it is in relation to the hourly shift schedule. No discussion and/or vote will occur tonight.

CONSENT AGENDA

1. Approval of 5/3/2022 City Council Meeting Minutes
2. Approval of 6/21/2022 Pre-Agenda Meeting Transcript
3. Approval of 6/6/2022 Pre-Agenda Meeting Transcript

4. Approve Budget Transfers – Debt Service
5. Approve Budget Transfers – Regular
6. Approve Budget Amendments – Insurance
7. Approve Budget Amendments - Regular
8. Approve Payroll 06/24/2022 \$450,961.30
9. Approve Payroll 07/5/2022 \$798,123.88
10. Approve Mid-Warrant – 2022 22MWJUN3 \$65,712.59
11. Approve Warrant – 2022 22JUL1 \$645,045.60

No comments.

MAYOR'S DEPARTMENT

Announcement: 2022 Youth Parking Program

Mayor Kim advised this is the annual youth parking program through the Recreation Department. Parking will be available at the Putnam Garage and across from the track.

Announcement: Appointment to Recreation Commission

Mayor Kim announced he will be re-appointing Amy Smith.

Announcement: Appointment to Open Space Advisory Committee

Mayor Kim advised he will be re-appointing Steven Samuel.

Announcement: Appointment to Design Review Commission

Mayor Kim announced there is an opening for an alternate and will appoint Patty Morrison.

Announcement: Appointments to Community Development Citizen Advisory Committee

Mayor Kim announced he will be appointing Joyce Boyea and Linda Harvey.

Discussion and Vote: Appointments to Downtown Special Assessment District Board

Mayor Kim announced he will ask for the re-appointment of Amy Smith.

Discussion and Vote: Resolution Re: Section 103-a of Open Meetings Law

Mayor Kim advised this will allow two Council members to attend a meeting via videoconferencing due to extraordinary circumstances. This resolution also applies to all City boards.

Discussion and Vote: Procedures for Member Videoconferencing Subject to Section 103-a of Open Meetings Law

Mayor Kim advised Tony Izzo created a manual of procedures for videoconferencing. Specific criteria needs to be met.

Discussion and Vote: Authorization to Pay Invoice to Saratoga Flag Company

No comments.

Discussion and Vote: Authorization for Mayor to Sign Subscription with LexisNexis for Online Legal Research

Lisa Ribis, secretary to the City Council, advised there is a vendor service agreement that could be used in this situation and avoid bringing a contract to the Council. The vendor still needs to provide their insurance.

Regarding the prior agenda item of a payment to Saratoga Flag Company, Mayor Kim stated that this is in the budget so it shouldn't need to come to the City Council. In this situation, the vendor has been calling and screaming at us about not having paid the bill. This item has been on his agenda the night of the emergency evacuation. Vendors who do business with the City don't get paid. Mayor Kim stated this needs to be looked at.

Commissioner Moran stated he will speak with Stefanie Richards to understand the difference between something that is budgeted for and something that needs to arise at the table. His understanding is if it is in the budget, you should just spend it.

Deputy Rella stated they needed to do a budget transfer to get the extra money into the budget and then their office didn't do a purchase order.

Lisa Ribis stated the Purchasing Policy must be followed first. There is also a vendor product only agreement.

Commissioner Moran asked Lisa Ribis to forward all the information mentioned to him. Everyone needs to be sure they understand the rules, get the technical specs out correctly, and get the proper insurance.

Discussion and Vote: Authorization for Mayor to Sign Contract with JMT of NY

Mayor Kim advised this is in the capital budget for \$91,000.

Discussion and Vote: Authorization for Mayor to Sign PIN1761.58 Missing Sidewalk Links Supplemental Agreement #1 Paperwork

Mayor Kim advised the City has been working with New York State DOT and the contract amount is \$1.9 million.

Discussion and Vote: Resolution Authorization City of Saratoga Springs to Seek CFA Funding

Mayor Kim advised this is not a commitment by the City. It is just to apply for funding.

Announcement: Mayor to Apply for Climate Smart Communities Category 2: Government Operations Climate Action Plan

Mayor Kim announced this is the Climate Smart Task Force recommendations for funding.

Discussion and Vote: Authorization for Mayor to Sign Yoga Co-Sponsor Agreement

Mayor Kim advised this agreement is through the Recreation Department.

Discussion and Vote: Authorization for Mayor to Sign Saratoga City School District Transportation Agreement

No comments.

Discussion and Vote: Accept \$23,000 Donation from the Hawley Foundation for Children of Saratoga County for Camp Saradac Scholarships

No comments.

Discussion and Vote: Accept \$5,000 Donation from the Saratoga Springs Friends of Recreation Fund of the Community Foundation for the Greater Capital Region

No comments.

ACCOUNTS DEPARTMENT

Award of Bid: Microsoft 0365 Hosting, Implementation, and Migration to Cloud Navigator

No comments.

Award of Bid: Copper Sulfate to Chemrite, Inc.

No comments.

Award of Bid: Preliminary and Final Engineering and Design Costs for Complete Streets Bicycle Lane Project on Union Avenue to JMT of New York, Inc.

No comments.

Award of Bid: Hydrofluosilicic Acid to Surpass Chemical Co., Inc.

No comments.

Announcement: Business Milestones

No comments.

Commissioner Moran advised he is adding an item to his agenda – Announcement: Extension of Outdoor Dining.

FINANCE DEPARTMENT

Announcement: 2023 Budget Call Letter

No comments.

Announcement: Participatory Budgeting

Deputy Crocker announce the Committee is moving forward. Suggestions are due by 7/25/22.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Discussion and Vote: Budget Amendments – Payroll

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Contract with Chemrite for Water Treatment Plant Chemicals

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Amrex Chemical Company for Water Treatment Plant Chemicals

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Surpass for Water Treatment Plant Chemicals

No comments.

Discussion and Vote: Authorization for the Mayor to Sign License Agreement with Flatbread Social

No comments.

Discussion and Vote: Authorization for Mayor to Sign License Agreement with JBA Restaurant Corp. and Siren Development, LLC

No comments.

Discussion and Vote: Authorization for Mayor to Sign License Agreement with Adelphi

No comments.

Discussion and Vote: Accept Donation from Galli Investments, Inc. for Memorial Bench in the Amount of \$1,500

No comments.

Discussion and Vote: Accept Donation from Steven Kamen for Memorial Bench in the Amount of \$1,500

No comments.

Discussion and Vote: Accept Donation from Robin & David Edwards for Memorial Bench in the Amount of \$1,500

No comments.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization to Pay Invoice to CHA Consulting

Commissioner Montagnino advised this is for work completed at station #3.

Discussion and Vote: Authorization to Pay Invoice to Ryan Biggs

Commissioner Montagnino advised the change order for this work was approved on June 7th. This is also for station #3.

Discussion and Vote: Authorization for Mayor to Sign Lease Agreement with Ricoh

No comments.

Set Public Hearing: Capital Budget Amendment for Fire Station 3

Commissioner Montagnino advised the bids received were more than the original estimate; therefore, the need to amend the capital budget to increase it.

Commissioner Montagnino advised he is adding an item to his agenda: Set Public Hearing: Amend Loading Zone Schedule.

Commissioner Moran advised the language needs to be loaded to the webpage.

SUPERVISORS

Matt Veitch

1. Nothing at this time.

Tara Gaston

1. COVID-19 Updates
2. Votes for Women Event
3. NACo Annual Conference
4. Public Forum

ADJOURN

Mayor Kim adjourned the meeting at 10:33 a.m.

Respectfully submitted,

Lisa Ribis

Secretary to the City Council

Approved: 10/6/2022

Vote: 4 – 0 (Commissioner Golub absent)