



July 5, 2016

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting
9:30 AM

PRESENT: Joanne Yepsen, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Christian Mathiesen, Commissioner of DPS

STAFF PRESENT: Lynn Bachner, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

Peter Martin, Supervisor

EXCUSED: Tim Cogan, Deputy Commissioner, DPW

Matthew Veitch, Supervisor

CALL TO ORDER

Mayor Yepsen called the meeting to order at 9:35 a.m.

PRESENTATIONS

1. The Adult and Senior Center of Saratoga Update – Mayor Yepsen advised Lois Celeste is coming to provide an update.
2. Bill Boehmke of Sustainable Saratoga to Request SEQRA Scoping Letter on Oil Trains – Commissioner Mathiesen advised Pilgrim Pipeline is going to construct a pipeline between Albany and downstate. The oil trains will be coming through Saratoga Springs, so we should be an interested party in the SEQRA evaluation.

EXECUTIVE SESSION

Article 7 Settlement

CONSENT AGENDA

1. Approval of 6/20/16 Pre-Agenda Meeting Minutes
2. Approval of 6/21/16 City Council Meeting Minutes
3. Approve Budget Amendments (Increases)
4. Approve Budget Transfers – Regular
5. Approve Payroll: 6/22/16 \$104.06
6. Approve Payroll: 6/24/16 \$490,096.02
7. Approve Payroll: 7/1/16 \$516,483.75
8. Approve Warrant: 2016 Mid – 16MWJUN3: \$7,828.96
9. Approve Warrant: 2016 REG – 16JUL1: \$528,655.07

No comments.

MAYOR'S DEPARTMENT

Appointment: Open Space Advisory Committee

No comments.

Announcement: Saratoga Springs Recreation Programs & Clinics

No comments.

Discussion and Vote: Approval of Ice Rink License Agreement

John Hirliman of the Recreation Department advised this is an updated agreement for users of the ice rink.

Discussion and Vote: Authorization for the Submission of the Climate Smart Communities Consolidated Fund Grant Application

Mayor Yepsen pulled this item from her agenda.

Discussion and Vote: Authorization for Submission of the Art Planning Communities Fund Grant Application

Mayor Yepsen advised the Arts Commission is eager to apply for this grant as it would help them create a master arts plan for Saratoga Springs. It would create a policy for public art.

Commissioner Madigan asked if there is going to be a match required.

Mayor Yepsen stated there will not.

Discussion and Vote: Authorization for the Mayor to Sign Contract with Ortwein Sign for Wayfinding Program

Brad Birge of the Planning Department advised Ortwein was the lowest bidder. They are being contracted to begin work.

Commissioner Scirocco inquired who is going to be responsible to maintain the signs once they are put up.

Brad advised the Downtown Business Association is partnering with the City and is exploring that further.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga County Animal Shelter for Intermunicipal Agreement for Shelter Services Rendered

No comments.

Announcement: Award of CLG Grant for Historic Preservation Economic Impact Study

No comments.

Announcement: Saratoga Springs Named in Top 10 Best Main Streets in the USA by USA Today Readers

No comments.

ACCOUNTS DEPARTMENT

Set Public Hearing: Amend Chapter 165 – Peddling and Vending

No comments.

Announcement: Enhanced STAR Income Levels for 2017

No comments.

Award of Bid: Integrated Pest Management Services to Orkin

No comments.

Award of Bid: Landfill Gas Operations, Monitoring and Maintenance to Wehran LFG Services, LLC

No comments.

FINANCE DEPARTMENT

Announcement: 2017 Budget Call Letter

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Discussion and Vote: Budget Transfers – Benefits

No comments.

Discussion and Vote: Budget Transfers – City Center Contingency

No comments.

Discussion and Vote: Budget Amendments – Assignment for IT Initiatives (14XB)

No comments.

Discussion and Vote: Budget Amendment – Benefits

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Wehran LFG Services, LLC for the Weibel Avenue Landfill Monitoring

No comments.

Discussion and Vote: Approval to Pay Invoice – Milton CAT

No comments.

Discussion and Vote: Establish Title & Grade – HVAC/City Plumber

Commissioner Scirocco stated this is to create the position due to the number of buildings they are responsible for. This position will be a grade 13 with a starting salary of \$50,171 and be part of the CSEA City Hall Unit. They spent \$79,262 for HVAC work in 2015-2016 to an outside contractor. Doing this work in-house would provide the City better service and allow them to take care of plumbing work with sinks, toilets, etc.

Commissioner Madigan advised they are taking a person already on staff and moving them into this position.

Discussion and Vote: Establish Title & Grade – Environmental Service Manager (MS-4)

Commissioner Scirocco advised he is not hiring someone right now for this position. This is just to establish the position.

Commissioner Madigan advised she has not received the transfer for this position yet and a new line needs to be created in the budget before hiring someone.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization to Pay Invoice to Ricoh

No comments.

Discussion and Vote: Authorization for CSEA City Hall Employee to Withdrawal Up to 126 Hours from the Sick Bank

No comments.

Discussion and Vote: Authorization for Mayor to Sign Agreement with NYRA

Commissioner Mathiesen stated this is an annual agreement for fire services in the amount of \$87,000.

Announcement: Underage Alcohol Sales Enforcement

No comments.

Discussion and Vote: Accept Donation

Commissioner Mathiesen advised the donation is in the amount of \$200.

Discussion and Vote: City Council Approval to Send Letter to DEC & NYS Thruway Authority Seeking Input on SEQRA Scoping Process on Pilgrim Pipeline Project

No comments.

SUPERVISORS

MATTHEW VEITCH

1. National Association of Counties Annual Conference
2. Saratoga Prosperity Partnership Update

PETER MARTIN

1. Public Health/Mental Health

EXECUTIVE SESSION

Mayor Yepsen moved and Commissioner Franck seconded to move into executive session to deal with an article 7 settlement at 10:14 a.m.

Ayes – All

The Council returned at 10:47 a.m.

Mayor Yepsen advised the Council came to a decision during executive session regarding and Article 7 case on Lincoln Avenue which Commissioner Franck will put on his agenda for tonight.

ADJOURN

Mayor Yepsen adjourned the meeting at 10:47 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 7/19/16
Vote: 5 - 0