



January 16, 2018

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

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance

Peter Martin, Commissioner of DPS

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

Vince DeLeonardis, City Attorney

EXCUSED: John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW

Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kelly called the meeting to order at 9:32 a.m.

PUBLIC HEARING

1. Local Law #1 of 2018 – Alternate Veterans' Exemption – Deputy Masterson advised this is to reflect the removal of the 10 year limitation.

CONSENT AGENDA

1. Approval of 1/1/18 City Council Meeting Minutes
2. Approval of 1/2/18 City Council Meeting Minutes
3. Approval of 1/2/18 Pre-Agenda Meeting Minutes
4. Approval of 12/28/17 City Council Meeting Minutes
5. Approve Use of Insurance Reserve Resolution #16 – 2017
6. Approve Budget Amendments – Regular (Increases)
7. Approve Budget Transfers – Regular
8. Approve Payroll 1/5/18 \$439,038.69
9. Approve Payroll 1/12/18 \$502,421.37
10. Approve Warrant 2017 – 17MWDEC3 \$88,876.20
11. Approve Warrant 2018 – 18MWJAN1 \$685.31
12. Approve Warrant 2017 – 17DEC6 \$273,754.54
13. Approve Warrant 2018 – 18JAN2 \$790,159.08

Mayor Kelly advised she would like to use the rules of 2006 going forward for consent agenda items.

MAYOR'S DEPARTMENT

Discussion and Vote: Rules of Conduct for City Council Meeting

Mayor Kelly stated she made 2 changes to the rules; added consent agenda and how to end a meeting if disruption in the room.

Discussion and Vote: Accept Donation from Advantage Press for Printing – Inauguration Programs

Mayor Kelly would like to add this item to the Consent Agenda on the final agenda.

Discussion and Vote: Accept Donation from Innovative Plant Design for Inauguration

Mayor Kelly would like to add this item to the Consent Agenda on the final agenda.

Discussion and Vote: East and West Side Playground Equipment Donation

John Hirliman of the Recreation Department advised the City of Saratoga Springs is donating equipment to the Saratoga Springs School District. According to the contract, playground equipment at the east side and west side are to be donated to the school district. The playground equipment at the west side is valued at \$219,425 and the equipment at the east side is valued at \$40,018.53.

Discussion and Vote: approve Positions Upgrades & Title Reclassification from Senior Account Clerk to Recreation Account Specialist

John Hirliman advised this went through and approved with the budget process. This item is to establish the Recreation Account Specialist. The first position will be at a grade 10 step 7 effective 1/27/18 and the second will be a grade 10 step 7 effective 1/27/18.

Discussion and Vote: Approve Positions Upgrades – Program Coordinator

John Hirliman stated they are requesting an upgrade from a grade 6 step 4 to a grade 10 step 1 effective 1/27/18 and the second program coordinator from grade 6 step 4 to grade 10 step 1 effective 4/28/18.

Discussion and Vote: Saratoga Springs Recreation Department Part-time/Seasonal Personnel/Referee Proposal

No comments.

Announcement: Recreation Programs and Leagues

No comments.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga Springs Office for the Aging

Mayor Kelly advised the total amount for the nutrition and transportation agreements is \$12,016. She would like to move this item to the Consent Agenda.

Discussion and Vote: Authorization for the Mayor to Sign Addendum One to the Contract with Goldberger and Kremer

Vince DeLeonardis, city attorney, advised this addendum is to increase the dollar amount to complete this contract year (end of March) with this firm. They assist the City with labor services.

Discussion and Vote: Approval to Issue PO for Community Solar

Mayor Kelly advised this request is to encumber funds from 2017 to be used in 2018.

Lisa Shields, deputy mayor, advised this is the remainder of the grant money that was not encumbered in time.

Discussion and Vote: Approval to Pay Field Horne for Archival Services in Office of City Historian

Mayor Kelly advised this is to pay for work performed outside the City's Purchasing Policy.

MaryAnn Fitzgerald, city historian advised more community records have appeared to be added to the archives.

Announcement: 2018 State of the City February 1, 2018 at the City Center

No comments.

Mayor Kelly added 2 items to her agenda: Discussion and Vote: Mayor to Sign Contract with City Center for State of the City; and Discussion and Vote: Mayor to Sign Addendum 5 with Miller, Mannix, Schachner and Hafner.

ACCOUNTS DEPARTMENT

Discussion and Vote: Adoption of Local Law #1 of 2018 – Amend Article X of Chapter 212 of the Code of the City of Saratoga Springs, Entitled “Taxation – Alternative Veterans’ Exemption: Cold War Veterans’ Exemption”

No comments.

Appointment: Members to the Board of Assessment Review

No comments.

FINANCE DEPARTMENT

Discussion and Vote: The Re-Submission of Charter Section 4.1.3 to Correct Publication Error

Commissioner Madigan advised an typo was made by the state in section 4.1.3 of the City Charter which alters the intent of the law.

Discussion and Vote: Use of Reserve Resolution – Payment of Bon Indebtedness

Commissioner Madigan advised this is in the amount of \$100,000.

Discussion and Vote: Use of Reserve Resolution – Sewer System Reserve

Commissioner Madigan advised this is in the amount of \$202,642.13.

Discussion and Vote: Use of Reserve Resolution – Water System Reserve

Commissioner Madigan advised this is in the amount of \$590,923.51.

Discussion and Vote: Use of Reserve Resolution – Retirement System Reserve

Commissioner Madigan advised this is in the amount of \$250,000.

Discussion and Vote: Use of Reserve Resolution – Subdivision Recreation Trust: Field Rehabilitation

Commissioner Madigan advised this is in the amount of \$30,000.

Discussion and Vote: Standard Workday Resolution

No comments.

Discussion and Vote: Budget Amendment – Use of Insurance Reserve #16 – 2017

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

PUBLIC WORKS DEPARTMENT

Nothing at this time.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Change Pay Rates for Part-Time Police Cleaner

Commissioner Martin advised this is for the cleaner of the jail cells.

SUPERVISORS

MATTHEW VEITCH

1. Saratoga County Capital Resource Corporation
2. Saratoga County Agricultural District #2 Additions
3. National Association of Counties Appointment

TARA GASTON

1. Nothing at this time.

ADJOURN

Mayor Kelly adjourned the meeting at 10:01 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 2/6/18
Vote: 5 - 0