



July 2, 2018

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

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
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: John Franck, Commissioner of Accounts

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 9:32 a.m.

PUBLIC HEARINGS

1. Amend Chapter 225 – Bike Lanes: No comments.
2. Amend Chapter 148 – Noise: Commissioner Martin advised this is the second public hearing. They made a revision for the maximum decibel level in the downtown area to be 85 decibels Sunday through Thursday evenings.
3. Amend Chapter 240 and Chapter 118 – Enforcement Powers: Commissioner Martin advised this will allow the code enforcers to enforce zoning ordinances.
4. Amend Chapter 225 – Parking Joseph St and Stop Sign at Union, Adelphi and Finley: Commissioner Martin stated this is for parking on Joseph Street and Empire and to install a stop sign at the intersection of Union Street, Adelphi and Finley.

PRESENTATION

1. Charter Review Update – no comments.

CONSENT AGENDA

1. Approval of 6/18/18 Pre-Agenda Meeting Minutes
2. Approval of 6/19/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 6/20/18 \$177.06

6. Approve Payroll 6/22/18 \$618,218.58
7. Approve Payroll 6/29/18 \$490,778.44
8. Approve Warrant - 2018 – 18MWJUN3 \$21,408.90
9. Approve Warrant - 2018 – 18JUL1 \$593,112.07

No comments.

MAYOR'S DEPARTMENT

Proclamation: Design Review Commission Retirements

No comments.

Discussion and Vote: Civil Service Commission Appointment

Mayor Kelly advised she will be appointing Paul Kisselbrack.

Discussion and Vote: Authorization for the Mayor to Sign Contract with the Saratoga Springs Public Library

John Hirliman of the Recreation Center advised the kids that attend the library's reading program will have the option to register for the skateboard program. The library will pay the City directly.

Appointments: Downtown Special Assessment District

No comments.

Mayor Kelly advised she is adding 2 items: Discussion and Vote: Saratoga PLAN to Apply for Grant on City's Behalf; and Discussion: Schedule for August 21st meeting.

Tina Carton, sustainability coordinator advised the Saratoga County Board of Supervisors has allocated \$50,000 in grant money to assist municipalities with the planning and construction of trails. Funds will be awarded upon completion of the proposed project. Funds can be used for planning, construction, and reconstruction of trails. The maximum amount of the award is \$10,000 with a 50/50 match.

ACCOUNTS DEPARTMENT

Commissioner Madigan read the title for Commissioner Franck's agenda item: Award of Bid: Finance Department Renovations Architectural/Engineering Services to Mesick Cohen Wilson Baker Architects, LLP.

FINANCE DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Mesick Cohen Wilson Baker Architects, LLP to Perform Architectural and Engineering Services for the Finance Department Renovations Project

No comments.

Discussion and Vote: Standard Workday Resolution

No comments.

Discussion and Vote: Accept Donations on Behalf of the downtown Special Assessment District for Way Finding Signage

No comments.

Discussion and Vote: Budget Amendment – Payroll

No comments.

Discussion and Vote: Budget Transfers – Payroll and Benefits

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Contract with Schnabel Engineering of New York for the Loughberry Lake Dam Project

Tim Wales, city engineer, advised this is to continue with the design and permitting phase.

Discussion and Vote: Authorization for the Mayor to Sign Contract with Grant Street construction Inc., for the Waste Water Pump Station Upgrades

Tim Wales advised this is for 3 sanitary pump station upgrades.

Discussion and Vote: Authorization for the Mayor to Sign Agreement Addendum #8 with Greenman-Pedersen, Inc. for the Ballston Avenue Traffic Improvement Project

Tim Wales, city engineer, advised they have some claims post construction by the contractor. They have submitted a package to justify their additional claims. We need our engineers to go through it to determine what is acceptable.

Discussion and Vote: Establish Step & Longevity for DPW Purchasing Coordinator

Commissioner Scirocco advised the best qualified candidate for this position is an Engineering Department employee. The employee taking this position would be looking at a pay decrease. To rectify the situation, he will be asking the Council to approve an increase for the DPW purchasing coordinator to a step 6. The employee has also agreed to an increase in hours from 33 to 40 hours per week.

Set Public Hearing: Amend 2018 Capital Budget for the Katrina Trask Gateway Projects

Commissioner Scirocco advised they sent out an RFP. The results of that showed that the project will need to be done in 2 phases. They are looking to amend the capital budget to include both phases.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Renewal Affiliation Agreement with Hudson Valley Community College

Commissioner Martin advised this agreement provides the college to use the City's EMT facilities.

Appointment: Erin Maciel to the Complete Streets Advisory Board

No comments.

City Council Pre-Agenda Meeting
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Discussion and Vote: A Resolution of the City Council of the City of Saratoga Springs, New York Supporting the Installation of Bicycle Lanes on Lake Avenue Between Regent Street and Henning Road

No comments.

Discussion and Vote: Amend Chapter 148 of the City Code, Noise, with Respect to Noise on Sunday Through Thursday Nights

No comments.

SUPERVISORS

Mayor Kelly read the following into the record:

Matt Veitch

1. Saratoga County Capital Resource Corporation
2. Saratoga County Law Library Annual Report
3. Galway Supervisor Paul Lent
4. July 17, 2018 City Council Meeting

Tara Gaston

1. Nothing at this time.

ADJOURN

Mayor Kelly adjourned the meeting at 9:49 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 7/17/18
Vote: 5 - 0