



July 16, 2018

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

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

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 225 – Parking on Joseph Street and Stop Sign at Union, Adelphi and Finley: No comments.
3. Amend Chapter 240 and Chapter 118 – Enforcement Powers: No comments.
4. Amend 2018 Capital Budget for Katrina Trask Gateway Project: Commissioner Scirocco advised this is to add an additional \$321,000 for a total of \$471,000. They did an RFP and Ganem came in as the lowest bidder.

PRESENTATION

1. Charter Review Update – Mayor Kelly announced this is being removed from the agenda.
2. 2018 Annual Report – Code Blue: No comments.

EXECUTIVE SESSION

Mayor Kelly announced there will be an executive session tomorrow night regarding 1 York Street vs. the City of Saratoga Springs.

CONSENT AGENDA

1. Approval of 7/2/18 City Council Meeting Minutes
2. Approval of 7/2/18 Pre-Agenda Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 7/06/18 \$522,147.67
6. Approve Payroll 7/13/18 \$541,154.16
7. Approve Warrant - 2018 – 18MWJUL1 \$762,573.10
8. Approve Warrant - 2018 – 18JUL2 \$389,476.58

No comments.

MAYOR'S DEPARTMENT

Set Public Hearing: 2019 – 2024 Capital Budget Program

No comments.

Discussion and Vote: Authorization for the Mayor to Sign NYSCA CFA Funding Application

Lindsay Connors advised the grant is for \$25,000 with a \$25,000 required cash match. They will be using the trail system in the State Park that crosses over Rt. 50 and connects to Railroad Run, then taking it up to the Beekman Street Art District. The grant will include logo design, marketing campaign, and a kick-off event.

Discussion and Vote: Authorization for the Mayor to Sign 2018 CFA Funding Application – Flat Rock Centre

Mayor Kelly stated they will provide a brief review and conceptual design for the Flat Rock Centre. The grant application is due July 27th.

Commissioner Martin asked if SEQRA is part of the application.

Brad Birge of the Planning Department is not part of the application.

Discussion and Vote: Authorization for the Mayor to Sign the Youth Service Project Agreement with the County of Saratoga

Mayor Kelly advised this is an annual agreement and will be moving it to the Consent Agenda.

Discussion and Vote: Authorization for the Mayor to Execute a Retainer with Napoli Shkolnik, PLLC

Vince DeLeonardis, city attorney, advised this firm represents the County of Saratoga and others regarding the opioid epidemic and will now represent the City of Saratoga Springs.

Appointments: Saratoga Race Course Advisory Board

No comments.

Appointments: Design Review Commission

No comments.

Announcement: Public Hearing Procedure

No comments.

Discussion and Vote: Resolution – Justify to Saratoga Springs

No comments.

Mayor Kelly advised she may be adding one item to her agenda regarding approval to pay an invoice.

ACCOUNTS DEPARTMENT

Discussion and Vote: Approval of Resolution to Appoint Marriage Officer

No comments.

Award of Bid: Equipment Purchase for the Water Treatment Plant Flocculation Tank Equipment to Envirodyne Systems, Inc.

No comments.

Award of Bid: Extension of Bid for HVAC Services to BPI Mechanical Service

No comments.

Award of Bid: Katrina Trask Gateway Repairs to Ganem Contracting Corporation

No comments.

FINANCE DEPARTMENT

Announcement: 2019 Budget Update

Deputy Mike Sharp announced the call letter will be going out later this week with a due date of mid August.

Discussion and Vote: Accept Donations on Behalf of the Downtown Special Assessment District for Drop Box

Deputy Sharp advised this relates to a donation from the Adirondack Trust in the amount of \$1,000.

Discussion and Vote: Bond Resolution – Katrina Trask Stairway Project

No comments.

Discussion and Vote: Budget Amendment – Capital (Increase) Katrina Trask Stairway

No comments.

Discussion and Vote: Budget Amendment – Payroll

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Amend the 2018 Capital Budget for the Katrina Trask Gateway Project

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Ganem Contracting Corporation for the Katrina Trask Gateway Project

No comments.

Discussion and Vote: Accept Donation from Stonhard Group for the Putnam Deck Parking Lot Repairs

Commissioner Scirocco advised the Stonhard Group is willing to do the work/repairs to the parking deck at their cost.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Stonhard Group for the Putnam Deck Parking Lot Repairs

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with BPI Mechanical Services for HVAC Services

No comments.

Discussion and Vote: Approval to Pay Invoices to Chazen Engineering Land Surveying & Landscape Architecture Co., D.P.C.

Commissioner Scirocco advised this is to pay an invoice that exceeded the \$1,499. There are actually 2 invoices totaling \$4,000.

Tim Wales, city engineer, advised the invoice relates to Planning Board projects. They told the designated engineer to start the review so that it could make the Planning Board meeting. The applicant paid for the review. The purchase order wasn't issued in time from the Purchasing Department.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Envirodyne Systems, Inc. for the Flocculation Tank Equipment Upgrade Project

Tim Wales advised this is part of the Water Treatment Plant process. They will start construction around January and need to pre-purchase this equipment.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Auctions International

Commissioner Martina advised this agreement is for the sale of used equipment on line. It is an annual agreement. He is moving this to the Consent Agenda.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with NYRA for 2018 Racing Season

Commissioner Martin advised this is an annual agreement for our Fire Department to be at the track during the racing season. There is an increase in the amount over last year.

Discussion and Vote: Amend Chapter 225 of the City Code, Vehicles and Traffic, With Respect to Traffic Control at the Intersection of Union Street, Adelphi Street, and Finley Street and with Respect to Parking on Joseph Street and Empire Way

No comments.

Discussion and Vote: Amend Chapter 240 of the City Code with Respect to Enforcement Powers

No comments.

Discussion and Vote: Amend Chapter 118 of the City Code with Respect to Enforcement Powers

No comments.

SUPERVISORS

Mayor Kelly read the following into the record:

Matt Veitch

1. Nothing at this time.

Tara Gaston

1. NACo Update
2. Board of Supervisors Update
3. Upcoming Community Forum

ADJOURN

Mayor Kelly adjourned the meeting at 9:56 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 8/7/18
Vote: 5 - 0