



May 20, 2013

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

PRESENT:

Scott Johnson, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Christian Mathiesen, Commissioner of DPS
Anthony Scirocco, Commissioner of DPW

Matthew Veitch, Supervisor
Joanne Yepsen, Supervisor

STAFF PRESENT:

Shauna Sutton, Deputy Mayor
Lynn Bachner, Deputy Commissioner, Finance
Sharon Kellner-Byrnes, Deputy Commissioner, Accounts
Eileen Finneran, Deputy Commissioner, DPS

Matt Dorsey, City Attorney

EXCUSED:

Tim Cogan, Deputy Commissioner, DPW

CALL TO ORDER

Mayor Johnson called the meeting to order at 9:34 a.m.

PUBLIC HEARINGS

Adopt Urban and Community Forest Master Plan (and Presentation)

Commissioner Scirocco stated Bill Springnether will be here to present the plan.

Commissioner Madigan confirmed the presentation is occurring during the public hearing rather than during the presentation section of the agenda.

Commissioner Scirocco stated that was correct as he wants the public to hear the plan to be able to comment on it.

Mayor Johnson suggested change the order of the agenda as public hearings are normally for items of 5 – 10 minutes.

Change Name of Long Avenue to Connolly Way from Division Street to Woodlawn Avenue

Commissioner Franck advised there is a correction to the street name of Long Avenue – should be Long Alley.

Amend Chapter 115 of City Code Entitled "Firearms"

No comments.

EXECUTIVE SESSION

There is no Executive Session scheduled.

CONSENT AGENDA

1. Approval of 5/6/13 Pre-Agenda Minutes
2. Approval of 5/7/13 City Council Minutes
3. Approve Budget Amendments (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 05/10/13 \$402,511.68
6. Approve Payroll 05/17/13 \$395,360.18
7. Approve Warrant: 2013 Mid – 13MWMAY2 \$87,580.46
8. Approve Warrant: 2013 Reg – 13MAY2 \$307,877.53

No comments, revisions or additions to the above.

MAYOR'S DEPARTMENT

Discussion and Vote: Approval for the Mayor to Sign the 2013 Tri-City Contract for Camp Saradac

John Hirliman of the Recreation Department advised the City purchases the tickets up front so they need an agreement.

Discussion and Vote: Approval for the Mayor to Sign the Great Escape 2013 Catered Event Deposit Agreement for Camp Saradac

John Hirliman explained this is similar to the previous item where the City has to purchase the tickets. The Great Escape will send the agreement with the tickets.

Discussion and Vote: 2013 Camp Saradac Personnel Hourly Rates

John Hirliman stated they are looking to have the rates for all employees approved.

Recreation Announcements: Zumba, Fall Soccer, Summer Programs, and Summer Hours

John Hirliman advised he will talk about the registration for programs.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Fibertech for Recreation Center

Mayor Johnson advised the fiber is now available for the point to point circuit. The total amount of the contract is \$21,000.

Discussion and Vote: Accept Donation for the Summer Concert Series

Mayor Johnson stated this is to accept a donation from Empire State College.

Appointment: Complete Streets Advisory Board

Mayor Johnson explained a vacancy has occurred; he will be appointing a replacement.

Announcement: Comprehensive Plan Kick Off Public Meeting: May 29, 2013

No comments.

ACCOUNT'S DEPARTMENT

Discussion and Vote: Change Name of Long Alley to Connolly Way from Division Street to Woodlawn Avenue

No comments.

Award of Bid: Spa Solar Park Development to SunEdition

Commissioner Franck advised this comes from the Finance Department. They have been working with Public Works. The mayor and the commissioners have put a selection committee together who picked SunEdison.

FINANCE DEPARTMENT

Discussion and Vote: Additional Police Officers (Patrol)

Commissioner Madigan advised as she has mentioned before, she would like to discuss the addition of police officers to the force with the VLT money and excess fund balance.

Discussion and Vote: Budget Amendment – Benefits

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: To Adopt the Urban and Community Forest Master Plan

No comments.

Discussion and Vote: Establish Title and Grade for Arborist

Commissioner Scirocco stated the master plan specifies the City appoint a city arborist to upgrade the inventory information. The pay is \$25.06 per hour for 40 hours and will be a civil service/tested position.

Discussion and Vote: Authorization for Mayor to Sign Addendum with Hanson Van Vleet for Bog Meadow Source Development Project

Tim Wales, city engineer, advised this contract is for hydro-geologist/driller to install additional production wells as Bog Meadows.

Discussion and Vote: Authorization for Mayor to Sign Addendum with Environmental Design Partnership LLC for Bog Meadow Source Development Project

Tim Wales advised this addendum is to continue with the Bog Meadow design.

Announcement: City Designated Engineering Consultants

Tim Wales advised consultants are being appointed to assist with Planning Board reviews. Due to the large volume of large projects, staff is stretched to get application vetted and on Planning Board agenda within 4 weeks. This review by the consultants will be at the applicants cost.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Amend Chapter 115 of the City Code Entitled "Firearms"

Commissioner Mathiesen stated per the ordinance firearms must be in a case or opaque wrapping.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Butler, Rowland, Mays for Public Safety Infrastructure Project

Commissioner Franck advised he will be recusing himself as they are a client of his.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Hinman Straub for an Application for Certificate of Need for EMS Operating Certificate

Commissioner Mathiesen advised they need help with the application for the certificate of need to be presented to New York State. The deadline for the application is end of summer.

Chief Williams advised that there are a lot of levels in the preparation of the application. In talking with other municipalities who have gone through the process, they were advised to get someone who is an expert in this.

Mayor Johnson asked how they arrived at the cap amount.

Deputy Eileen Finneran advised if they are denied and need to appeal, the cost may go up.

Announcement: Forum on June 20, 2013

Commissioner Mathiesen advised 3 times per year they invite the public to speak with police, fire, and code enforcement.

Commissioner Mathiesen added 2 items to his agenda: Discussion of Last Call Change Proposals for Warren and Essex Counties; and Set Public Hearing to Amend Chapter 225 – Vehicle Traffic to determine when vehicles can be impounded for fees. Previously a vehicle was impounded is fees were of a specific dollar amount; now they want to make it by owner. If a person owns more than one vehicle, the total amount of fees among all vehicles can cause impoundment.

SUPERVISORS

JOANNE YEPSEN

1. County Board Meeting
2. 1st Quarter Financial Report
3. Landfill Purchase
4. Social Programs
5. Veteran's Hall of Fame
6. Memorial Day Parade – Thursday, May 23rd

MATTHEW VEITCH

1. Technology Committee
2. Landfill
3. Sheriff PBA Contract
4. Public Safety Committee
5. Law and Finance Committee

ADJOURN

Mayor Scott Johnson adjourned the meeting at 9:57 a.m.

Respectfully submitted,

Lisa Ribis
Secretary to City Council

Approved:
Vote:

DRAFT