



March 31, 2014

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

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

Peter Martin, Supervisor
Matthew Veitch, supervisor

STAFF PRESENT: Joe Ogden, Deputy Mayor
Lynn Bachner, Deputy Commissioner, Finance
Sharon Kellner-Chille, Deputy Commissioner, Accounts
Eileen Finneran, Deputy Commissioner, DPS

Sarah Burger, City Attorney

EXCUSED: John P. Franck, Commissioner of Accounts
Tim Cogan, Deputy Commissioner, DPW

CALL TO ORDER

Mayor Yepsen called the meeting to order at 9:37 a.m.

CONSENT AGENDA

1. Approval of 3/17/14 City Council Pre-Agenda Meeting Minutes
2. Approval of 3/4/14 City Council Meeting Minutes
3. Approve Budget Amendments (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 03/21/2014 \$451,965.19
6. Approve Payroll 03/28/2014 \$430,156.58
7. Approve Warrant: 2014 Mid – 14MWMAR2 \$60,984.49
8. Approve Warrant: 2014 REG – 14APR1 \$506,122.96

No comments.

MAYOR'S DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Westlaw Contract

Mayor Yepsen advised they will be cancelling their contract with Lexus and entering into an agreement with Westlaw.

Commissioner Madigan advised she will need the budget line. She also noted that a 36 month contract will bind a future Council.

Discussion and Vote: Request Saratoga County Planning Board Referral – St. Neumann

Commissioner Madigan asked if a decision was made regarding the waiving of the recreation trust fee.

Mayor Yepsen advised that Kate Maynard is working with the board chair to put out a memo. This should be received within the next couple of days.

Set Public Hearing: May 6, 2014 – St Neumann Residence Proposed comprehensive Plan and Zoning Map Amendment

No comments.

Set Public Hearing: April 14, 2014 – Greenbelt Trail Feasibility Study

No comments.

Announcement: Formation of a 9-11 Memorial Event Committee

Mayor Yepsen stated the 9/11 site is not being utilized enough. They would like to have an annual ceremony on the site and plan to improve the condition of the site. She will be putting together an event committee and asks each Council member for an appointment to the committee.

Announcement: City Initiative for Transparency

Mayor Yepsen announced they will be setting up a place in the library for consultant reports in an effort keep things transparent.

Proclamation: April is Fair Housing Month

No comments.

Appointment: Saratoga Springs Business Advisory Council

Mayor Yepsen stated she will be announcing 15 members to this committee.

Appointment: Saratoga Springs Board of Ethics

Mayor Yepsen advised she will be changing this to discussion and vote. She will be proposing appointing 3 people to the Board of Ethics.

Appointment: Saratoga Springs Preservation Foundation

No comments.

Appointment: Saratoga Springs Housing Authority

No comments.

Mayor Yepsen advised she will be adding 2 items to her agenda: 1. Discussion and Vote: State Budget & VLTs; and 2. Discussion: RFA.

ACCOUNTS DEPARTMENT

Appointment: Commissioner of Deeds

No comments.

FINANCE DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Advanced M/E Planning Services, LLC Contract

Commissioner Madigan advised this is for the relocation of the data center.

Discussion and Vote: Resolution for the Use of the Insurance Reserve

No comments.

Discussion and Vote: Budget Amendments – Insurance Reserve

No comments.

Discussion and Vote: Budget Transfers - Payroll

No comments.

Discussion and Vote: Budget Transfers – Capital Budget

Commissioner Madigan advised the transfer will move funds from the Water Infrastructure and Improvement Project (#1167) to the Water Treatment Plant Filter Upgrade Project (#1184). The amount of the transfer is \$26,236.39.

Discussion: New York State Budget

Commissioner Madigan advised she has 2 things she would like to discuss regarding the state budget; VLT aid and property tax rebates.

Discussion: 2013 4th Quarter Financial Report

Commissioner Madigan advised the report is submitted to the state within 45 days of the end of the quarter. She will bring forward the report by the first meeting in May.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign a Change Order with Chazen Companies – Water Distribution System Modeling Project

Tim Wales, city engineer advised addition service is required regarding the water model project. They discovered things they want to look more in depth at.

Discussion and Vote: Authorization for the Mayor to Sign Agreement Addendum I with C.T. Male – Wastewater Pump Station Study

Tim Wales, city engineer advised this is for the increasing the scope of work to 8 pump stations.

Discussion and Vote: Authorization for the Mayor to Sign Agreement Addendum II with Ryan-Biggs Associates, P.C. – Canfield Casino Basement Moisture Remediation

Tim Wales, city engineer stated this is for several columns and footings that needed to be redesigned and additional construction oversight. The amount of the addendum is \$7,100.

Discussion and Vote: Authorization for the Mayor to Sign Change Order with Jensen Construction Group – Water Treatment Plant filter Rehabilitation

Tim Wales, city engineer stated this change order is for the repair of the concrete below the water line and a credit change order.

Announcement: Submit the 2013 Annual DPW Report

No comments.

PUBLIC SAFETY DEPARTMENT

Commissioner Mathiesen advised he has nothing at this time for his agenda.

SUPERVISORS

MATTHEW VEITCH

1. Update: Technology Committee
2. Announcement: Gateway House of Peace Grand Opening

Supervisor Veitch advised he is adding one item to his agenda – NYS Budget & VLTs

ADJOURN

Mayor Yepsen adjourned the meeting at 9:54 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Date: