



November 30, 2015

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

PRESENT: Joanne Yepsen, Mayor
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Christian Mathiesen, Commissioner of DPS

STAFF PRESENT: Joe Ogden, Deputy Mayor
Lynn Bachner, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

Matthew Veitch, Supervisor
Peter Martin, Supervisor

EXCUSED: Michele Madigan, Commissioner of Finance
Tim Cogan, Deputy Commissioner, DPW

CALL TO ORDER

Mayor Yepsen called the meeting to order at 9:41 a.m.

PUBLIC HEARINGS

Amend Capital Budget for Time and Attendance

Deputy Lynn Bachner advised the time and attendance system would be city wide for all employees. It was in the budget for \$60,000 but the bids came in much higher; by \$14,690. No further bonding or taxing is required.

Local Law #2 of 2015 – Code of Ethics

Tony Izzo, assistant city attorney advised the administrative changes include individuals who have to submit disclosure forms.

Saratoga Hospital PUD

Kate Maynard of the Planning Department explained the expansion of the hospital's PUD. The Planning Board issued a favorable advisory opinion on the revised plan. The revision submitted relates to the boundaries and reduced the area to 8.54 acres.

CONSENT AGENDA

1. Approval of 11/16/15 Pre-Agenda Meeting Minutes
2. Approval of 11/17/15 City Council Meeting Minutes
3. Approval of 11/2/15 City Council Meeting Minutes
4. Approve Budget Amendments (Increases)
5. Approve Budget Transfers – Regular
6. Approve Payroll 11/20/15 \$469,287.54
7. Approve Payroll 11/25/15 \$462,656.93
8. Approve Warrant: 2015 Mid – 15MWNOV2: \$13,862.02

Lynn Bachner advised they will be adding the 1st regular warrant for December to the Consent Agenda.

MAYOR'S DEPARTMENT

Discussion and vote: Correction to Motion and Minutes of February 3, 2015 City Council Meeting Regarding Change Orders with HMA Contracting Corporation for Work at the Waterfront Park

Mayor Yepsen advised this is to clarify the amount.

Discussion and Vote: Establishment of Step and Grade for the full-Time Position of Administrator of Parks, Open Lands, and Historic Preservation

Mayor Yepsen advised they are looking to set the step/grade to be effective January 1st.

Announcement: Linkage Study Focus Groups – Thursday, December 3, 2015

Kate Maynard advised the Complete Streets efforts are progressing. The focus group is the next step to ensure we are having the input of the community from cyclists and pedestrians.

Announcement: Recognition and Thank You to Vietnam Veterans Committee

No comments.

Announcement: Upcoming Events: December 3rd Tree Lighting Ceremony at 6:00 pm – December 6th Centennial Celebration and Video Premier – 2016 Inauguration to be held on 1/1/2016 at the City Center at 1:00 p.m.

No comments.

ACCOUNTS DEPARTMENT

Award of Bid: Pedestrian Safety Design & Engineering to Creighton Manning Engineering

No comments.

Award of Bid: Time and Attendance System to Andrews Technology HMS, Inc.

No comments.

Commissioner Franck advised he is adding 2 items to his agenda: Award of Bid: East Side Drainage Improvement Project to Clark Patterson Lee and Award of Bid: Canfield Casino Dining Room Clerestory Window Restoration to Mid-State Industries.

Commissioner Franck provided the following names as part of the Article 7 case that will be discussed during executive session: Virginia A. Lopretto, John Angelos, Lorraine Wright, Robert Wright, Gordon Male, and Howard Reit. They are all part of a condo association.

FINANCE DEPARTMENT

Discussion and Vote: Amend the Capital Budget for Time & Attendance Project

Lynn Bachner advised this item and the next must happen before the award of bid on the Accounts Department agenda.

Discussion and vote: Budget Amendments – Capital Budget

No comments.

Discussion and Vote: Authorization for Mayor's Signature on Andres Technology HMS, Inc.

No comments.

Discussion and Vote: Authorization for Mayor's Signature on Systems Management Planning, Inc. Agreement

No comments.

Discussion and Vote: Budget Transfers – Contingency (PBA Contract Settlement)

No comments.

Discussion and Vote: budget Amendments – Assignment for Contract Settlements – 13XFB (PBA Contract Settlement)

No comments.

Discussion and Vote: Budget Amendments – VLT Aid (PBA, Fire Admin Contract Settlement)

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Set Public Hearing: Amend the Capital Budget – Time & Attendance Project

Lynn Bachner advised this is the second public hearing for the second capital budget amendment for the modules that will assist the Police Department and the Fire Department.

Announcement: New City Website Go Live Date

Lynn Bachner announced the go live date is scheduled for December 9th.

PUBLIC WORKS DEPARTMENT

Set Public Hearing: Amend Chapter 201 of the City Code to Add McKenzie's Way and Maria Lane to the List of Streets

Commissioner Scirocco pulled this item from his agenda.

Set Public Hearing: Amend Chapter 201 of the City Code to Add Meadowbrook Estate Roads to the List of Streets

No comments.

Discussion and Vote: Authorization for Council to Approve Invoices for Ehrlich

Commissioner Scirocco advised there was confusion regarding if this was an emergency.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Clark Patterson Lee for the East Side Drainage Improvement Project

Tim Wales, city engineer, advised there are many 2 lot subdivisions in this area affecting drainage.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Mid-State Industries, Ltd. for Canfield Casino Dining Room Clerestory Window Restoration

No comments.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Hazmat Agreement Addendum with County of Saratoga

Chief Williams advised the County is funding a coordinator position up to \$5,700. This went through the County's Safety Committee and Board of Supervisors. There is no cost to the City.

Announcement: McTygue vs. City of Saratoga Springs Decision

No comments.

Announcement: Moore Hall Site Visit

Commissioner Mathiesen advised he would like to do the site visit this Saturday morning.

SUPERVISORS

MATTHEW VEITCH

1. Saratoga county Budget Public Hearing

PETER MARTIN

1. Social Programs Committee
2. Public Health Committee

Supervisor Martin added: Announcement: Public Meeting on December 8th at 6:30 p.m. Regarding County Regional Traffic Study.

EXECUTIVE SESSION

Mayor Yepsen moved and Commissioner Mathiesen seconded to adjourn into executive session at 10:14 a.m. to discuss an Article 7 case with the condo owners, whose names were listed

previously by Commissioner Franck, pending litigation regarding the Anderson Group vs. the City of Saratoga Springs, proposed litigation regarding a potential eminent domain proceeding on Geyer Road property, and legal aspects of a personnel matter involving a particular individual.

Ayes - All

Council returned at 11:44 a.m.

Mayor Yepsen announced as a result of the executive session, an item will be added to the Mayor's Agenda; transferring one item from the Commissioner of Accounts Agenda to the Mayor's Agenda and will be reflected in the final agenda released.

ADJOURN

Mayor Yepsen adjourned the meeting at 11:45 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote: