 Johnstown Common Council

Business Meeting - Council Chambers, City Hall

Tuesday, February 22, 2022 @ 6:00 p.m.

**MINUTES**

This meeting was broadcast using Facebook Live. The public was able to view the meeting from the official City of Johnstown Facebook page: City of Johnstown, New York

The proceedings of this meeting were taped for the benefit of the City Clerk; the minutes are not a verbatim record of the proceedings, therefore the minutes are not a word-for-word transcript.

CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE – Amy Praught, Mayor

ROLL CALL OF COUNCIL – Carrie M. Allen, City Clerk

IN ATTENDANCE:

|  |  |
| --- | --- |
| Amy Praught, Mayor | Thomas Herr, City Treasurer |
| Scott Jeffers, Council Member-at-Large | Michael J. Poulin, City Attorney |
| Bradley Hayner, Council Member Ward 1 | Carrie M. Allen, City Clerk |
| Scott Miller, Council Member Ward 2 | Bruce Heberer, Fire Chief |
| Eric Parker, Council Member Ward 3 | David F. Gilbo, Chief of Police |
| Max Spritzer, Council Member Ward 4 | Christopher J. Vose, City Engineer  Diedrie M. Roemer, Director, Senior Citizens Program |

ABSENT

Christopher J. Vose

MAYOR’S STATE OF THE CITY ADDRESS

State of the City is attached hereto and made part of the meeting minutes.

PUBLIC SESSION

No questions from the public.

PRESENTATIONS

Shadrach Treat was present from Siemens Industry to discuss the City lighting project

This project was approved in 2019 by the Common Council to accept proposal by Siemens Industry, Inc. which would provide guaranteed savings from energy efficiencies resulting from the use of LED technology, reduced maintenance costs, and through the elimination of certain service and maintenance charges from National Grid.

Mr. Treat went over the performance contracting overview (attached hereto and made part of the meeting minutes); energy related capital improvements paid from energy and operating cost savings that would be of no impact to taxpayer.

Facility improvements would include: LED street lighting upgrade, DPW lighting upgrades; window replacement at City Hall, building envelope improvements at City Hall and DPW, HVAC upgrade at City

Hall and heating system improvements at DPW.

Discussion:

Spritzer asked how long the project would take. Treat stated from start to finish less than a year. Process cannot begin until the city actually acquires the street lights from National Grid.

Parker asked how we would fund project initially; would we bond for or is there another option. Mayor stated there is another option but it requires the three years of AUDs. When AUDs are done we will figure out which way is best route to go interest wise; less interest, short term because the payback is immediate. Basically have to front the project and be reimbursed as we go.

PUBLIC HEARING – N/A

APPROVE MINUTES

January 18, 2022

Motion to approve – Council Member Spritzer

Seconded – Council Member Miller

Discussion: None

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0

APPROVE CLAIMS AND ACCOUNTS

Motion to approve, upon review – Council Member Parker

Seconded – Council Member Hayner

Discussion: None

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0

REPORTS FROM CITY DEPARTMENTS

Reports are attached hereto and made part of the meeting minutes.

Discussion:

* Parker and Miller questioned John Denmark, Water Treatment Plant Operator, regarding the Route 30A water main project. Denmark stated that laying the pipe would take approximately 2 months to complete once all the engineering and health dept. processes work was done.
* Spritzer asked Gilbo about patrol cars. Gilbo stated that one of the new vehicles was received today. The other would go out to be striped tomorrow, 3rd vehicle is still in transit. Once they’ve all been registered and insured they will go out to be outfitted with equipment.
* Parker asked Herr about the foreclosure moratorium expiring and how many properties are behind on back taxes. Herr stated property owners are about 2 million in back taxes.
* Parker asked Herr about 2018 AUD. It has been completed. 2019 & 2020 should go smoothly as they have a handle on the documents needed.
* Parker commented on the January sales tax being up 22%, which is better than expected.
* Spritzer thanked Fire Dept. and DPW for clearing the fire hydrants

REPORTS FROM COUNCIL LIAISONS

* Eric Parker; Water Dept.
  + January 24th financial deposits in the amount of $1.3 million. No projects to report on.
  + February 14th financial deposits in the amount of $318k. No projects to report on.

Discussion: None

* Bradley Hayner; Joint Sewer Board
  + Read the report submitted by the sewer board

Discussion: Miller had questions pertaining to report that Hayner would get clarification on.

LOCAL LAW – N/A

ORDINANCE – N/A

MAYORAL APPOINTMENTS – N/A

RESOLUTIONS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 20. | Contract with JCF Water Consulting, LLC | | | |
|  | Presented by Councilmember | Hayner | Seconded by Councilmember | Spritzer |
|  | Discussion: Miller had questions relating to weekend coverage. Mayor stated currently looking at one weekend a month, however that may change due to operators coming in – could be less. They would be filling in for John Denmark’s vacations and any emergencies. Miller questioned emergency calls, what door to door specifically means and if the company is bonded. He would like the contract to be more specific. | | | |
|  | Ayes: 4 | |  |  |
|  | Noes: 1 (Miller) | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 21. | 2022 Budget Transfer | | | |
|  | Presented by Councilmember | Miller | Seconded by Councilmember | Hayner |
|  | Discussion: Parker asked why the transfer was needed. The fees for cleaning services were left out of the budget and needed to be put in. The City is reimbursed by the State for a portion of services. | | | |
|  | Ayes: 5 | |  |  |
|  | Noes: 0 | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 22. | Agreement with Twinstate Technologies – on-call support services | | | |
|  | Presented by Councilmember | Parker | Seconded by Councilmember | Jeffers |
|  | Discussion: Miller asked what the hourly rate was. Mayor stated this is a flat fee for the company to come and work on our phone system should an issue occur as we currently do not have a contract with any company for support services. Miller questioned what the hourly rate was, doesn’t feel we should enter in to a contract until we get confirmation as to hourly rate. | | | |
|  | Motion to Table Resolution | |  |  |
|  | Councilmember Jeffers | | Seconded by Councilmember | Parker |
|  | Ayes: 5 | |  |  |
|  | Noes: 0 | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 23. | Agreement with Twinstate Technologies – phone system support & maintenance | | | |
|  | Presented by Councilmember | Spritzer | Seconded by Councilmember | Parker |
|  | Discussion: Miller questioned the upfront fee in addition to the monthly fee. Mayor clarified the one- time fee was to install equipment and the monthly fee was for support services. | | | |
|  | Ayes: 4 | |  |  |
|  | Noes: 1 (Miller) | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 24. | Agreement with CT Male Associates – Engineering Services; Route 30A watermain replacement | | | |
|  | Presented by Councilmember | Jeffers | Seconded by Councilmember | Hayner |
|  | Discussion: Miller asked what the cost of the original contract was, as the language in current contract references the previous. He is unsure what they are currently charging us for as to what had been done previously. Denmark stated the additional fees are for the additional footage that now needs to be replaced. The original contract was entered in to with the Water Board and they would have that contract. | | | |
|  | Ayes: 4 | |  |  |
|  | Noes: 1 (Miller) | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 25. | Agreement with CT Male Associates – Engineering Services; water related matters | | | |
|  | Presented by Councilmember | Hayner | Seconded by Councilmember | Spritzer |
|  | Discussion: Parker asked if this was for an emergency basis. Mayor said it was. Miller asked what the hourly rate was as it isn’t mentioned in the contract. Mayor stated this is a retainer for on-call matters. Miller feels an hourly rate should be included in the contract. | | | |
|  | Ayes: 4 | |  |  |
|  | Noes: 1 (Miller) | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 26. | Agreement with Passport Labs, Inc. – online parking ticket collection | | | |
|  | Presented by Councilmember | Miller | Seconded by Councilmember | Hayner |
|  | Discussion: Parker asked if it was common practice to pay parking tickets online. Gilbo said that this is the 1st time the City has offered online parking ticket payments. Spritzer asked if this would be on our website, Gilbo stated it’s not payable from our website but the company would provide a link that would take people to their site from the city’s site. | | | |
|  | Ayes: 5 | |  |  |
|  | Noes: 0 | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 27. | Adopt Computer Use Policy | | | |
|  | Presented by Councilmember | Parker | Seconded by Councilmember | Hayner |
|  | Discussion: Jeffers asked if this is something we already have. Mayor replied that she has worked with NYCOM and the City Clerk to prepare the document for all employees in the city to read and sign. Spritzer asked when this would be implemented. Mayor stated beginning January 1st we would start all training but in order to be in compliance we need to have everyone review immediately. | | | |
|  | Ayes: 5 | |  |  |
|  | Noes: 0 | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 28. | Agreement with Systems East, Inc. – online tax collection | | | |
|  | Presented by Councilmember | Spritzer | Seconded by Councilmember | Parker |
|  | Discussion: Parker asked how we would get the information out to the residents. Allen stated it would be advertised both on Facebook and our city website. Hayner asked if the City pays any fees for the service. Herr stated that the user pays a surcharge. | | | |
|  | Ayes: 5 | |  |  |
|  | Noes: 0 | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 29. | Agreement with Greenman Pedersen – on-call engineering services | | | |
|  | Presented by Councilmember | Jeffers | Seconded by Councilmember | Hayner |
|  | Discussion: Miller was pleased with the context of their contract. | | | |
|  | Ayes: 5 | |  |  |
|  | Noes: 0 | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 30. | Agreement with Tina Dimitriadis – Assessment Support Services | | | |
|  | Presented by Councilmember | Hayner | Seconded by Councilmember | Jeffers |
|  | Discussion: Parker asked if this a routine contact. Mayor confirmed. | | | |
|  | Ayes: 5 | |  |  |
|  | Noes: 0 | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |
| 31. | 2022 Budget Amendment | | | |
|  | Presented by Councilmember | Miller | Seconded by Councilmember | Hayner |
|  | Discussion: Miller asked what the amendment was for particularly. Allen stated she was in charge with the task of preparing the budget. Prior administration stated they wanted a 2% increase in taxes from 3.14 to 3.30, after review she found that 2% was 3.40. When she made the change, the formula in the spreadsheet did not update to reflect the change. This is actual in favor of the city, and not costing the tax payers additional money. The City would borrow less from Fund Balance. | | | |
|  | Ayes: 5 | |  |  |
|  | Noes: 0 | |  |  |
|  | Absent: 0 | |  |  |
|  | Abstain: 0 | |  |  |

ANNOUNCEMENTS

1. Business Meeting – Monday, March 21st @ 6:00 p.m.
2. Mayor acknowledged February as Black History Month

EXECUTIVE SESSION – N/A

MOTION TO ADJOURN at 7:19 p.m.

Council Member Hayner

Seconded – Council Member Spritzer

Discussion: None

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0

Respectfully submitted,



Carrie M. Allen, City Clerk