



# Resolution No. 22, 2026

Council Member Hayner presented the following Resolution and moved its adoption:

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**AUTHORIZE AGREEMENT WITH CMFD / METRO IQ FOR TECHNOLOGY  
SUPPORT SERVICES**

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**WHEREAS**, CMFD / METRO IQ currently provides the City with technology support services; and

**WHEREAS**, CMFD / METRO IQ will continue to provide the City with support services for the period commencing January 1, 2026 through December 31, 2026; and

**WHEREAS**, CMFD / METRO IQ will perform consulting services on an hourly basis, with a maximum amount payable, not to exceed \$10,000.00.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Mayor is hereby authorized and directed to execute a Support Services Proposal, a copy of which is annexed hereto, with CMFD / METRO IQ, to provide technology support services to the City of Johnstown.

Seconded by Council Member:

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2 – Council Member McCallum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3 – Council Member Parker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESULT</b>	<i>Passed – Failed - Tabled</i>			

\_\_\_\_\_  
Carrie M. Allen, City Clerk

\_\_\_\_\_  
Amy Praught, Mayor



## METRO IQ SERVICE AREAS



TRAINING



PROCESS DESIGN



DEVELOPMENT



MEDIA

### Background:

MetroIQ empowers municipalities to embrace the future of governance through AI-enhanced tools, human-centered design, and rapid deployment of low-code technologies. Whether you're a county government, city department, or public agency, MetroIQ helps you modernize operations, engage your citizens, and elevate your workforce.


#### Training

*Comprehensive AI literacy and implementation training for your team*

MetroIQ's training programs ensure your team doesn't just adopt AI tools—they understand and command them. We deliver hands-on, tailored training that builds institutional knowledge and confidence.

##### Offerings:

- **AI Fundamentals for Decision Makers**  
Equip leadership with a clear understanding of AI opportunities and risks.
- **Hands-On Workshops for Practical Skills**  
Staff get direct experience using tools relevant to their roles.
- **Change Management Support**  
Navigate resistance and implement cultural shifts toward innovation.
- **Ongoing Coaching and Support**  
Continuous learning resources and expert help as needs evolve.

 *Result: A confident, capable municipal workforce ready for the AI era.*

#### Process

*Redesign workflows and systems to leverage AI capabilities*

MetroIQ helps municipalities audit and optimize processes, ensuring AI is woven into the foundation—not bolted on. Our process design work delivers faster services and stronger internal collaboration.

##### Offerings:

- **Process Mapping and Analysis**  
Visualize and assess every step in your current workflows.
- **AI Integration Planning**  
Strategically use AI to boost efficiency & lower manual work.
- **Workflow Automation Design**  
Build repeatable, digital flows for public & internal ops.
- **Implementation Road mapping**  
Create timelines and step-by-step plans to roll out changes.

 *Result: Modern, automated municipal systems designed around your goals.*

#### Co-Building

*Collaborate on custom applications and platforms for your specific needs*

MetroIQ is your digital co-pilot. We design and build tailor-made tools that reflect your community's needs using low-code platforms and AI. No more off-the-shelf software that doesn't fit.

##### Offerings:

- **Low-Code Application Development**  
Rapidly build tools for housing, public health, finance, and more.
- **Custom AI Solution Implementation**  
Deploy AI to answer questions, route services, or analyze data.
- **Integration with Existing Systems**  
Connect your old tools with your new tech for smooth transitions.
- **User Testing and Refinement**  
Involve staff and residents in feedback loops to perfect tools.

 *Result: Custom software solutions that work with your people, not against them.*

#### Media

*Create engaging AI-powered content and communications*

In an age of digital information overload, MetroIQ helps municipalities stand out and stay connected. We fuse creative storytelling with AI tools to deliver consistent, powerful messaging across all platforms.

##### Offerings:

- **AI Avatar Creation and Training**  
Develop virtual spokespersons for public info, 311 services, or outreach.
- **Automated Content Generation**  
Produce newsletters, alerts, social media posts, and reports instantly.
- **Video and Audio Production**  
Bring public announcements and programs to life with multimedia.
- **Multi-Channel Distribution**  
Push content across web, email, print, and social with one click.

 *Result: A stronger digital presence that informs and inspires your community.*



## CMFD / METRO IQ SUPPORT

### OFFERING MATRIX

<b>AdHoc</b> ✂	<b>Retainer</b> ⌚	<b>Pro Support</b> 🚀
<b>Pricing:</b> \$300/hr Billed as-needed	<b>Pricing:</b> \$10,000/year Includes 50 hours	<b>Pricing:</b> \$25,000/year Includes 125 hours
<b>Deployment Duration:</b> As-needed engagements	<b>Deployment Duration:</b> Annual retainer with rollover check-ins	<b>Deployment Duration:</b> Annual agreement with ongoing priority access
<p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• On-demand support, billed in 15-minute increments                             <ul style="list-style-type: none"> <li>• 3 business day turnaround</li> </ul> </li> <li>• Priority scheduling when available</li> </ul>	<p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• 50 hours per year held in reserve</li> <li>• Rate protection when hours are exceeded (\$250/hr thereafter)                             <ul style="list-style-type: none"> <li>• 2 business day turnaround</li> </ul> </li> <li>• Quarterly strategy check-ins</li> </ul>	<p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• 100 hours of full-service support</li> <li>• Full CIO partnership •                             <ul style="list-style-type: none"> <li>Airtable app development</li> <li>• 1 business day turnaround</li> </ul> </li> <li>• Monthly strategic alignment calls</li> </ul>
<p><b>Support Channels:</b></p> <ul style="list-style-type: none"> <li>• Slack or Email</li> <li>• Airtable direct support is available, but response times may be slow (email only)</li> </ul>	<p><b>Support Channels:</b></p> <ul style="list-style-type: none"> <li>• Slack or Email</li> <li>• Priority scheduling</li> <li>• Faster triage than Airtable's native support</li> </ul>	<p><b>Support Channels:</b></p> <ul style="list-style-type: none"> <li>• Dedicated Slack, text, or email                             <ul style="list-style-type: none"> <li>• Priority queue</li> </ul> </li> <li>• Includes liaison with Airtable when needed</li> </ul>
<p><b>Deliverables:</b></p> <ul style="list-style-type: none"> <li>• Task-specific fixes or builds</li> <li>• 1-off support needs</li> </ul>	<p><b>Deliverables:</b></p> <ul style="list-style-type: none"> <li>• Airtable system tuning                             <ul style="list-style-type: none"> <li>• Quarterly reports meetings                                     <ul style="list-style-type: none"> <li>• Light app configuration</li> </ul> </li> </ul> </li> </ul>	<p><b>Deliverables:</b></p> <ul style="list-style-type: none"> <li>• CIO advisory</li> <li>• Monthly reports or meetings</li> <li>• App development                             <ul style="list-style-type: none"> <li>• Dashboarding</li> </ul> </li> </ul>



# CMFD, LLC

Agreement and Execution

## SELECTION

Please check the type of signature being captured.

Adhoc  
\$350/hr

Retainer  
10K /yr

Pro Support  
25K /yr

## AVAILABILITY

This proposal is good for 15 days from the date of receipt. Scheduling will commence once deposit is received.

## MUTUAL SIGNATURES:

By signing this proposal, both parties acknowledge their understanding of and agreement to these terms and conditions.

\_\_\_\_\_  
CHRISTOPHER DANCY  
CMFD, LLC

\_\_\_\_\_  
Date

\_\_\_\_\_  
Representative

\_\_\_\_\_  
Date



February 17, 2026

# Resolution No. 23, 2026

Council Member McCallum presented the following Resolution and moved its adoption:

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**ENTER IN TO AN AGREEMENT WITH FULTON COUNTY  
PLANNING DEPARTMENT FOR PLANNING SERVICES**

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**RESOLVED**, that the Mayor be hereby authorized and directed to execute a contract, a copy of which is annexed hereto, with the Fulton County Planning Department, for the period from January 1, 2026 through December 31, 2026 for planning services related to:

1. Land use planning guidance and assistance;
2. General planning services, to include Census data, GIS mapping and Grant writing; and
3. And other planning services that may be requested.

; and be it further

**RESOLVED**, after the first ten (10) hours of no cost service to the City, the City shall compensate the County in an amount not to exceed \$1,000 for 2026.

Seconded by Council Member:

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2 – Council Member McCallum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3 – Council Member Parker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESULT</b>	<i>Passed – Failed - Tabled</i>			

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Carrie M. Allen, City Clerk

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Amy Praught, Mayor

# **A G R E E M E N T**

## **BETWEEN THE CITY OF JOHNSTOWN AND COUNTY OF FULTON FOR PLANNING SERVICES**

**THIS AGREEMENT** was entered into this 1st day of January 2026, by and between the City of Johnstown (hereinafter referred to as "CITY") and the County of Fulton (hereinafter referred to as "COUNTY").

### **W I T N E S S E T H**

**WHEREAS**, the CITY desires the COUNTY to provide services from the County Planning Department during 2026;

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

#### **ARTICLE I** **PLANNING SERVICES**

The COUNTY shall provide the following services by the County Planning Department to the CITY:

1. Land use planning guidance and assistance.
2. General planning services, to include Census data, GIS mapping and Grant writing
3. Any other planning services that may be requested by the CITY.

#### **ARTICLE II** **COMPENSATION**

1. The CITY shall compensate the COUNTY in an amount not to exceed \$1,000.00 in 2026 for Planning Services.
2. The COUNTY shall bill the CITY on a quarterly basis during 2026 for Planning Services.
3. The CITY shall be billed only for the actual number of hours spent by the COUNTY performing work tasks for the CITY under this Agreement. The billing rates for the COUNTY shall be the 2026 hourly rates for the Planning Department staff person providing the services to the CITY.
4. The COUNTY shall provide the first ten (10) hours of service at no cost to the CITY.

**ARTICLE III**  
**RECORD KEEPING**

1. The COUNTY shall maintain detailed records documenting the number of hours worked related to this Agreement.
2. Upon request, the COUNTY shall make said records available to the CITY for review.

**ARTICLE IV**  
**MISCELLANEOUS**

1. The COUNTY agrees that it will comply with all federal, state and county laws, rules, regulations, codes and ordinances on its part to be complied within the performance of this Agreement.
2. Any disputes regarding scope of services, work performance, payments or any other shall be resolved by mutual agreement between the Fulton County Planning Director and the Mayor of the City of Johnstown.
3. All proposed changes to the scope of work or total compensation shall be resolved by the mutual agreement of the Fulton County Planning Director and the Mayor of the City of Johnstown.

IN WITNESS WHEREOF, the parties hereto have signed their hands and seals this 1<sup>st</sup> day of January, 2026.

COUNTY OF FULTON

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CHAIRPERSON  
BOARD OF SUPERVISORS

CITY OF JOHNSTOWN

---

AMY PRAUGHT, MAYOR

APPROVED AS TO FORM:

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JASON BROTT, ESQ.  
COUNTY ATTORNEY

APPROVED AS TO FORM:

---

CITY ATTORNEY



# Resolution No. 24, 2026

Council Member Parker presented the following Resolution and moved its adoption:

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**RETAIN ARCADIS OF NEW YORK, INC. TO PROVIDE MONITORING AND REPORTING  
ACTIVITIES FOR THE CLOSED JOHNSTOWN LANDFILL SITE**

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**WHEREAS**, the City of Johnstown is required to conduct semi-annual groundwater and surface water monitoring sampling as part of the Post-Closure Monitoring Plan for the closed Johnstown Landfill; and

**WHEREAS**, Arcadis has successfully provided this service to the city in the past; and

**WHEREAS**, it is the City Engineer’s recommendation to hire Arcadis for continued consulting support and monitoring activities of the closed Johnstown Landfill.

**NOW, THEREFORE BE IT**

**RESOLVED**, that Arcadis be retained to perform continued consulting support and 2026 compliance monitoring of the closed Johnstown Landfill within the scope of services of the proposal provided by Arcadis, attached hereto, for an amount not to exceed \$92,800.00; and be it further

**RESOLVED**, that the Mayor is hereby authorized and directed to execute any and all documents associated with the project.

Seconded by Council Member:

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2 – Council Member McCallum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3 – Council Member Parker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESULT</b>	<i>Passed – Failed - Tabled</i>			

\_\_\_\_\_  
Carrie M. Allen, City Clerk

\_\_\_\_\_  
Amy Praught, Mayor

Mr. Christopher Vose  
City Engineer  
City of Johnstown  
33-41 East Main Street  
Johnstown, NY 12095

Arcadis of New York, Inc.  
646 Plank Road  
Suite 100  
Clifton Park  
New York 12065  
Phone: 518 250 7300  
[www.arcadis.com](http://www.arcadis.com)

Date: November 12, 2025  
Our Ref: 30117925  
Subject: Johnstown Landfill, Fulton County, NY  
NYSDEC Site Number 518002  
Proposal for 2026 Monitoring Activities

Dear Mr. Vose,

Attached is Arcadis of New York, Inc.'s (Arcadis') proposal for 2026 monitoring and reporting activities for the Johnstown Landfill Site in Fulton County, New York (Site). The specific activities included in this scope of work, which are described herein, include the following:

- Health and Safety Plan review and update as needed;
- Quarterly inspections of the closed landfill, to include the addition of landfill gas monitoring at the soil gas monitoring points;
- Groundwater, surface water, and sediment sampling, per the New York State Department of Environmental Conservation (NYSDEC)-approved Site Management Plan (SMP);
- As requested by the NYSDEC on November 3, 2025, install up to 4 soil gas points;
- Project reporting, including the SMP required five-year Periodic Review Report (PRR); and
- Project management and coordination.

### **Task 1: Site Inspections**

Landfill inspections will be conducted quarterly in 2026, as required by the SMP, and will include the following:

- Using a four gas (CO, H<sub>2</sub>S, LEL, and O<sub>2</sub>) meter to monitor the landfill vents, soil vapor points, and onsite air quality;
- Inspecting the landfill cap to assess the extent of vegetative cover and to check for signs of erosion, settlement, surface water ponding, and stressed vegetation;
- Inspecting the site for evidence of vectors (birds, rodents, pests);
- Locating and inspecting the groundwater monitoring wells (both on-site and off-site) for the presence and operation of locks, damage/vandalism, and the condition of the surface seals;
- Performing minor monitoring well maintenance activities as needed (e.g., replacing j-plugs, locks, well caps);
- Inspecting the site access gates and fence for operational locks, vandalism, or other damage;
- Inspecting the warning signs and verifying their presence and legibility;
- Inspecting the access roads for ruts, standing water, and overall drivability; and
- Inspecting the site for debris, litter and/or waste.

Mr. Christopher Vose  
City of Johnstown  
November 12, 2025

The inspection and maintenance activities will be documented on field inspection forms and photographs will be taken at the time of the inspections to document the observed conditions and any deficiencies or areas requiring maintenance or repair. A summary of the inspection results will be provided to the City quarterly via email. The completed field inspection forms and photographs will be maintained digitally and made available to the United States Environmental Protection Agency (USEPA) and/or the NYSDEC upon request. Otherwise, the results of the inspections will be summarized and provided to the USEPA/NYSDEC in the Annual Monitoring and Maintenance Report (see Task 4).

At this time, it is anticipated that the 2026 quarterly landfill inspections will be conducted in March, June, August, and October, weather and site conditions permitting. If maintenance activities are deemed necessary based on the results of the inspections, the City will be notified immediately such that deficiencies may be corrected promptly.

## **Task 2: Field Sampling and Laboratory Analyses**

As detailed below, Arcadis will complete the required sampling of environmental media as described in the EPA-approved Quality Assurance Project Plan (QAPP) and NYSDEC-approved SMP.

### Groundwater

It is anticipated that the annual groundwater sampling event will be completed in June 2026. Water levels will be measured in the 32 Site monitoring wells prior to collecting the groundwater samples. Groundwater from fourteen (14) monitoring wells (MW-3S, 3M, and 3D; MW-2S, 2M, and 2D; MW-6S and 6M; MW-7S and 7D; MW-9S and 9D; and MW-15S and 15D) will be sampled and analyzed for NYCRR Part 360 Baseline Parameters (volatile organic compounds (VOCs), metals, hardness, and general chemistry). The routine purging and sampling will be completed consistent with previous sampling events with the use of a dedicated bladder pump or bailer depending on the well.

### Surface Water

Surface water from Mathew Creek will be sampled semiannually (twice in 2026) at three locations (SW-1 through SW-3). The surface water samples will be analyzed for NYCRR Part 360 Baseline Parameters (VOCs, total and dissolved metals, hardness, and general chemistry) during the first event of the year (June 2026). The surface water samples will be analyzed for NYCRR Part 360 Routine Parameters (total and dissolved metals, hardness, and general chemistry) during the second event of the year (October 2026). The first semiannual surface water sampling event will coincide with the annual groundwater sampling event anticipated to be conducted in June. The second surface water event will be scheduled for late fall 2026 (anticipated in October) to coincide with the fourth quarter landfill inspection.

### Sediment

The sediment sampling event will coincide with the annual groundwater sampling event anticipated to be conducted in June. Sediment samples will be collected from Mathew Creek at nine locations (SED-1 through SED-9) and analyzed for target analyte list (TAL) metals and total organic carbon (TOC).

All laboratory analyses are anticipated to be performed by Alpha Analytical under subcontract to Arcadis. All samples will be analyzed on a standard turnaround time basis.

Mr. Christopher Vose  
City of Johnstown  
November 12, 2025

### **Task 3: Soil Gas Monitoring Point Installation**

In a November 3, 2025 letter, NYSDEC requested that Arcadis expand the existing program to monitor perimeter subsurface gasses further out from existing locations to determine if landfill gases are migrating off-site. An additional soil gas monitoring work plan (Arcadis, 2025) is being prepared and will be submitted to the NYSDEC by November 18, 2025.

Following NYSDEC approval, the soil gas monitoring point installation will be scheduled potentially in December 2025 (pending access agreements and subcontractor availability). The newly installed points will be first monitored immediately after completion of the last soil gas monitoring point, and will be included along with all other points and gas vents during the next quarterly landfill inspection event. Up to four permanent subsurface soil gas points will be installed between the landfill and the neighboring properties in accordance with the soil gas monitoring work plan. Prior to ground-intrusive work, underground utilities in the vicinity of the proposed drilling locations, will be located using electromagnetic resistivity and ground penetrating radar (GPR) methods. Arcadis will subcontract a drilling firm to install the soil gas monitoring points. This proposal assumes that the utility clearance and soil gas monitoring point installation will be a two-day effort.

Landfill gases at each soil gas monitoring point will be measured and inspected quarterly, concurrent with landfill inspections. The results of the monitoring will be informally emailed to USEPA/NYSDEC within a week of monitoring and then summarized and provided to the USEPA/NYSDEC in the Annual Monitoring and Maintenance Report (see Task 4). If elevated landfill gas readings are noted at the newly installed soil gas monitoring points, Arcadis (with the assistance of NYSDEC and/or the City) will contact property owners of potentially impacted occupied structures to request access to conduct further monitoring. Once access is obtained, Arcadis will screen the lowest floor of these structures for landfill gases. NYSDEC and the City of Johnstown will then be provided with results of the screening within 48 hours. For costing purposes, Arcadis assumes the residential screening and access requests can be completed in a three-day effort.

### **Task 4: Data Review and Reporting**

Analytical data generated as a result of the June 2026 sampling activities will be accompanied by a USEPA Level IV data deliverable. Approximately 10% of the June 2026 data will undergo full validation, which will be performed in accordance with the USEPA Functional Guidelines for Data Validation and USEPA SOPs HW 2/HW-24.

Pertinent field sampling records (e.g., field sampling logs, chain-of-custody records) will be reviewed in conjunction with the laboratory deliverables for accuracy, precision, completeness, overall quality of data, and absence of transcription errors.

Following completion of the data review and validation, an Annual Monitoring and Maintenance Report (Annual Report) will be prepared. The Annual Report will summarize the usability of the data and will also include a comparison of the data to applicable standards and a summary of any changes in groundwater, surface water, and sediment quality. The Annual Report will also provide and discuss the results of the landfill inspections and the quarterly soil gas perimeter monitoring.

The Annual Report will be provided as a draft to the City of Johnstown for review and comment prior to being submitted to the USEPA and the NYSDEC. It is anticipated that the Annual Report will be submitted to USEPA and NYSDEC in the first quarter of 2027.

Mr. Christopher Vose  
City of Johnstown  
November 12, 2025

#### **Task 5: Five Year Period Review Report**

As required in the SMP, a PRR report is due to the NYSDEC every five years. The reporting period will cover site data from January 1, 2021 through December 31, 2025 with a PRR cycle of September 1, 2021, to September 1, 2026. The report will be prepared using the most recent NYSDEC guidance and will:

- Summarize the site history;
- Evaluate the performance, effectiveness, and protectiveness of the remedy;
- Assess compliance or current O&M and monitoring activities with the SMP;
- Provide a cost estimate for further investigations or corrective measures should they be recommended;
- Provide a recommendation for future site activities; and
- Recommend the type and frequency of the next review.

One draft and one final version of the PRR update will be prepared and submitted. It is anticipated that the PRR will be submitted to USEPA and NYSDEC by October 1, 2026, as requested by NYSDEC.

#### **Task 6: Project Management and Coordination**

This task includes project management and coordination activities in support of Tasks 1 through 5 described above. In addition, the Health and Safety Plan (HASP) will be reviewed and updated as needed.

Mr. Christopher Vose  
City of Johnstown  
November 12, 2025

## SCHEDULE AND COST

Compensation for the work described above will be on a lump sum basis in the amount of \$92,800. The work will be performed in accordance with the terms and conditions outlined in the attached contract agreement. A breakdown of our estimated costs for this project is provided in the following table.

Category	Estimated Cost
Arcadis Labor (Project coordination and management, sampling, data validation, annual report, Periodic Review Report, and landfill inspections)	\$57,100
Laboratory Subcontractor: Pace Analytical	\$20,300
Drilling Subcontractor: Labella	\$6,400
Utility Clearance Subcontractor: GPRS	\$2,300
Other Direct Costs (Field Equipment, Transportation, and Shipping)	\$6,700
Total Cost	\$92,800

Thank you for the opportunity to assist the City of Johnstown with this project. If this proposal is acceptable to you, please sign below and the attached contract document and return to us. If you have any questions, please contact Mark Flusche at 518.250.7322.

Sincerely,  
Arcadis of New York, Inc.



Mark Flusche  
Principal Hydrogeologist

Email: [Mark.Flusche@arcadis.com](mailto:Mark.Flusche@arcadis.com)  
Direct Line: 518.250.7322  
Mobile: 518.859.3579

CC. Katie Bidwell (Arcadis)

Accepted by:

---

Signature

Name

Title

Date

*This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.*



# Resolution No. 25, 2026

Council Member Spritzer presented the following Resolution and moved its adoption:

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**CONTRACT WITH ARCADIS FOR ONGOING SITE MANAGEMENT WORK AT  
THE FORMER KARG BROS. TANNERY**

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**WHEREAS**, in 2008 the City of Johnstown was awarded a grant in the amount of \$185,000.00 under the New York State Environmental Restoration Program (ERP), and

**WHEREAS**, Malcolm Pirnie, Inc. (Arcadis) was selected to assist the City with the implementation of its ERP Grant of the former Karg Bros. Tannery and adjacent off-site properties; and

**WHEREAS**, additional work required by New York State Department of Environmental Conservation (NYSDEC) is required for ongoing site management; and

**WHEREAS**, the State Assistance Contract expired on December 31, 2015 and will not be reimbursed under the ERP Grant; and

**WHEREAS**, Arcadis will complete the additional work for the anticipated cost of the \$8,864.00.

**NOW THEREFORE, BE IT**

**RESOLVED**, that the Mayor is hereby authorized to execute a contract with Arcadis, a copy of which is annexed hereto as Schedule "A", for the required additional site work for an anticipated cost of the \$8,864.00.

Seconded by Council Member:

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2 – Council Member McCallum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3 – Council Member Parker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESULT</b>	<i>Passed – Failed - Tabled</i>			

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Carrie M. Allen, City Clerk

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Amy Praught, Mayor

Mr. Christopher Vose, City Engineer  
City of Johnstown  
33-41 East Main Street  
Johnstown, NY 12095

Arcadis of New York, Inc.  
646 Plank Road  
Suite 100  
Clifton Park  
New York 12065  
Phone: 518 250 7300  
[www.arcadis.com](http://www.arcadis.com)

Date: January 19, 2026  
Our Ref: 30151246

Subject: Former Karg Brothers Site  
NYSDEC Project # E518022  
Request for Authorization – 2026 Site Management

Dear Mr. Vose,

As we have discussed, Arcadis of New York, Inc. (Arcadis) has prepared this summary of the status of the above-referenced site and a request for authorization for additional scope.

### **Project Background and Understanding**

On June 5, 2008, The City of Johnstown and Malcolm Pirnie, Inc. (now Arcadis) executed a contract for professional services related to the Former Karg Brothers Site. The contract was for services related to the New York State Department of Environmental Conservation (NYSDEC) Environmental Restoration Program (ERP). The City conducted the ERP work pursuant to a State Assistance Contract (SAC). The SAC expired on 12/31/15 and thus, Arcadis' labor on future site work will not be reimbursable under the ERP Grant going forward.

Additional work required by the NYSDEC for ongoing site management is summarized below.

- Annual site inspection to document site conditions, lack of changes to site use, and compliance with Site Management Plan (SMP).
- Assistance with communication and coordination with the NYSDEC regarding ongoing site management, as needed.
- Preparation and submission of annual certification reports.
- Preparation and submission of Periodic Review Reports (PRRs) every 5 years (next in 2026).

### **Schedule**

We anticipate that this work will be performed through the end of 2026.

### **Cost**

Arcadis proposes to complete the scope of work for the **lump sum cost of \$8,864**.

These costs do not include SMP compliance oversight of any excavation/construction work performed at the site or any SMP revisions necessitated by changes to site conditions. If the City requires these, or other services, Arcadis will request additional authorization from the City.

Christopher Vose  
City of Johnstown  
January 19, 2026

Thank you for the opportunity to continue to support this project. If this proposal is acceptable to you, please sign below and return to us. If you have any questions concerning this proposal, please call me at (518) 250-7334.

Sincerely,  
Arcadis of New York, Inc.



Stefan Bagnato, P.G.  
Principal Geologist

Email: stefan.bagnato@arcadis.com  
Direct Line: 518-250-7334

Accepted and Authorized:

\_\_\_\_\_  
City of Johnstown, New York

\_\_\_\_\_  
Date



# Resolution No. 26, 2026

Council Member Jeffers presented the following Resolution and moved its adoption.

AUTHORIZE THE SUBMISSION OF ONE OR MORE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATIONS, FOR THE 2026 PROGRAM YEAR, TO SUPPORT THE DEMOLITION OF CITY OWNED BUILDINGS

**WHEREAS**, the City of Johnstown is seeking funding for the demolition of city-owned properties located at 2-10 S. Perry Street, 7 N. Melcher Street and 40-52 W. State Street; and

**WHEREAS**, a duly advertised Public Hearing was held on Tuesday, February 17, 2026 at 6:00 p.m. in the Common Council Chambers, City Hall, Johnstown, New York, so all interested parties may be heard regarding the City’s community development needs, and to discuss the possible submission of one or more Community Development Block Grant (CDBG) applications for the 2026 program year; and

**WHEREAS**, the hearing provided further information about the CDBG program, including progress towards beneficiary goals and program objectives, and will allow for citizen participation in the development of any proposed grant applications and/or to provide technical assistance to develop alternate proposals. Comments on the CDBG program or proposed project(s) will be received at this time. The hearing is being conducted pursuant to Section 570.486, Subpart I of the CFR and in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.; and

**WHEREAS**, The CDBG program is administered by the New York State Office of Community Renewal (OCR) and will make available to eligible local governments approximately \$100 million for the 2026 program year for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal purpose of benefitting low/moderate income persons. The City of Johnstown is applying for \$1 million in CDBG funds to demolish three structurally unsound buildings in the City.

**NOW, THEREFORE BE IT,**

**RESOLVED**, that the Common Council of the City of Johnstown hereby authorizes the Mayor to apply for funding for one or more Community Development Block Grant (CDBG) applications, for the 2026 program year, to support the demolition of city owned buildings; and be if further

**RESOLVED**, that the Mayor is hereby authorized to execute all necessary documents and agreements associated with the grant application and potential award, including environmental reviews, certifications, and assurances as required by the program guidelines.

Seconded by Council Member:

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2 – Council Member McCallum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3 – Council Member Parker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESULT</b>	<i>Passed – Failed - Tabled</i>			

Carrie M. Allen, City Clerk

Amy Praught, Mayor



# Resolution No. 27, 2026

Council Member Hayner presented the following Resolution and moved its adoption:

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**2026 BUDGET TRANSFER**

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**WHEREAS**, the City Engineer is requesting budget transfers for the following:

- \$30,000.00 from Landfill Disposal Fees line; 8161.454 to Landfill Professional Services line; 8161.430 to cover Landfill Monitoring fees; and
- \$1,000.00 from Water Transmission telephone line; 8340.413 to Water Source Supply/Purification telephone line; 8320.413.

**NOW, THEREFORE BE IT,**

**RESOLVED**, the Common Council hereby approves the City Engineer's request for budget transfers totaling \$31,000.00.

Seconded by Council Member:

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2 – Council Member McCallum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3 – Council Member Parker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESULT</b>	<i>Passed – Failed - Tabled</i>			

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Carrie M. Allen, City Clerk

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Amy Praught, Mayor



# Resolution No. 28, 2026

Council Member McCallum presented the following Resolution and moved its adoption.

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**DECLARE REQUEST FOR PROPOSALS FOR TOWING SERVICES UNSUCCESSFUL AND  
AUTHORIZE FUTURE NEGOTIATIONS OF A TOWING SERVICES AGREEMENT**

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**WHEREAS**, the City of Johnstown requires towing, vehicle recovery, impoundment, and storage services in connection with traffic enforcement, accidents, abandoned vehicles, and other public safety operations; and

**WHEREAS**, the Common Council previously authorized the issuance and advertisement of a Request for Proposals (“RFP”) to establish a fair, transparent, and efficient rotational towing system for the City; and

**WHEREAS**, said RFP was duly advertised in the City’s official newspaper with a submission deadline of February 10, 2026; and

**WHEREAS**, no proposals were received, rendering the procurement unsuccessful; and

**WHEREAS**, General Municipal Law §103 and the City’s procurement policy permit the City, upon a failed solicitation, to pursue alternative procurement methods, including negotiation with a responsible and qualified service provider, when such action is determined to be in the best interest of the City; and

**WHEREAS**, the Common Council finds that the continued availability of towing services is essential to public safety and municipal operations and that further delay would not be in the City’s best interest.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Common Council of the City of Johnstown hereby declares the Request for Proposals for towing services unsuccessful due to the absence of any submitted proposals; and be it further

**RESOLVED**, that the Mayor and/or other City officials, as designated, are hereby authorized to negotiate and enter into a towing services agreement with a responsible and qualified towing company; and be it further

**RESOLVED**, that such agreement shall be deemed fair, reasonable, and in the best interest of the City, subject to review and approval as required by law include appropriate provisions relating to rates, insurance, indemnification, term, and termination, consistent with the City’s procurement policy and applicable law.

Seconded by Council Member:

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 2 – Council Member McCallum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 3 – Council Member Parker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESULT</b>	<b>Passed – Failed - Tabled</b>			



# Request for Proposals (RFP)

## Towing and Vehicle Recovery Services

### 1. Introduction and Background

The City of Johnstown ("City") is soliciting sealed proposals from qualified, licensed, and insured towing companies to provide on-call towing, vehicle recovery, storage, and related services for vehicles located within the City of Johnstown. Services may be required at the request of the City, Police Department, Code Enforcement, Department of Public Works, or other authorized City officials.

The intent of this RFP is to establish a list of approved towing service providers (one or more) to perform towing and related services on an as-needed basis.

### 2. Scope of Services

Selected proposers shall be capable of providing, at a minimum, the following services under a rotational towing system administered by the City of Johnstown:

- a. On-call towing of passenger vehicles, light-duty trucks, motorcycles, and other vehicles as directed by the City of Johnstown Police Department or other authorized City officials
- b. Removal of illegally parked, abandoned, disabled, impounded, or seized vehicles
- c. Accident recovery and immediate roadway clearance at police-directed scenes
- d. Emergency and non-emergency towing services
- e. Vehicle storage at a secure facility when required
- f. Availability twenty-four (24) hours per day, seven (7) days per week, including holidays
- g. Safe handling of vehicles to prevent damage
- h. Compliance with all City, State, and Federal laws and regulations

#### **Rotational System:**

The City shall maintain a rotation list of approved towing companies. Calls for service shall be assigned in rotation order. If the next company in rotation fails to acknowledge or respond within the required response time, the City reserves the right to bypass that company and contact the next available towing provider on the rotation list. Failure to respond may result in removal from the rotation list, at the City's discretion.

The City reserves the right to modify the rotation procedures as operational needs require.

### 3. Term of Agreement

The City anticipates awarding agreements for an initial term of one (1) year, with the option to renew for additional one-year terms at the discretion of the City, subject to satisfactory performance and approval by the Common Council.

## 4. Minimum Qualifications

All proposers must meet the following minimum qualifications:

- a. Be a legally established business authorized to operate in New York State
- b. Hold all required licenses and permits for towing operations
- c. Maintain a physical business location and storage facility within reasonable proximity to the City of Johnstown
- d. Demonstrate experience providing municipal and/or police-directed towing services
- e. Demonstrate the ability to respond to Police Department requests within ten (10) minutes of notification
- f. Possess appropriate towing and recovery equipment in good working order
- g. Maintain required insurance coverage as outlined in Section 8

Failure to meet response time requirements may result in removal from the rotation list.

## 5. Proposal Requirements

Proposals must include the following information:

- a. Company Information
  - Legal name of business
  - Business address and contact information
  - Primary contact person
  - Years in business
- b. Experience and Qualifications
  - Description of relevant towing experience, including police-directed towing
  - Municipal or law enforcement references (minimum of three, if available)
- c. Equipment Inventory
  - List and description of towing and recovery vehicles and equipment
- d. Staffing and Availability
  - Number of drivers/operators
  - On-call procedures and ability to meet the ten (10) minute Police Department response time
- e. Fee Schedule
  - Detailed rate sheet for towing, recovery, storage, mileage, and any additional charges
  - Confirmation that all fees comply with applicable New York State regulations
  - All fees charged for police-directed towing and storage shall comply with New York State law and shall not exceed rates approved by the City of Johnstown Common Council. No additional fees shall be charged without prior written authorization from the City.
- f. Insurance Documentation
  - Certificates of insurance meeting City requirements
- g. Affirmations and Certifications
  - Statement affirming compliance with all applicable laws and regulations
  - Disclosure of any litigation, suspensions, or violations related to towing operations within the past five (5) years

## 6. Evaluation Criteria

Proposals will be evaluated based on, but not limited to, the following criteria:

- a. Qualifications and experience
- b. Ability to meet response time and service requirements
- c. Equipment adequacy
- d. Fee structure and overall cost to vehicle owners and/or the City
- e. References and past performance
- f. Compliance with RFP requirements

The City reserves the right to interview proposers or request additional information.

## 7. Submission Instructions

Proposals must be submitted in a sealed envelope clearly marked: **"RFP – Towing Services"**

**Submission Deadline:** Tuesday, February 10, 2026 by 11:00 am

**Submission Location:** City Clerk's Office  
33-41 E. Main Street  
Johnstown, New York 12095

**Late proposals will not be accepted.**

## 8. Insurance Requirements

The selected proposer(s) shall maintain insurance coverage including, but not limited to:

- a. Commercial General Liability: Minimum \$1,000,000 per occurrence
- b. Automobile Liability: Minimum \$1,000,000 combined single limit
- c. Workers' Compensation and Disability Benefits as required by New York State law

The City of Johnstown shall be named as an additional insured. Proof of insurance must be provided prior to contract execution and maintained throughout the term of the agreement.

## 9. Indemnification

The proposer agrees to indemnify, defend, and hold harmless the City of Johnstown, its officers, employees, and agents from and against any and all claims, damages, losses, and expenses arising out of or resulting from the performance of services under any resulting agreement.

## 10. Reservation of Rights

The City reserves the right to:

- a. Reject any or all proposals
- b. Waive informalities or irregularities in proposals
- c. Award contracts to one or more proposers

d. Cancel or amend this RFP at any time

## **11. Questions**

Questions regarding this RFP must be submitted in writing to:

David Gilbo, Chief of Police  
[dgilbo@cityofjohnstown.ny.gov](mailto:dgilbo@cityofjohnstown.ny.gov)

## **12. Governing Law**

This RFP and any resulting agreement shall be governed by and construed in accordance with the laws of the State of New York.