

AGENDA
REGULAR MEETING OF THE
MECHANICVILLE CITY COUNCIL
SENIOR CITIZEN'S CENTER
178 NORTH MAIN STREET
MECHANICVILLE, NY

May 4, 2016

1. OPEN MEETING: _____ P.M.

2. ROLL CALL:

MAYOR BAKER
COMMISSIONER DUELL
COMMISSIONER GILHEANY
COMMISSIONER HIGGINS
COMMISSIONER HIPWELL

3. PLEDGE OF ALLEGIANCE

4. ACCEPTANCE OF THE MINUTES OF THE PREVIOUS MEETING OF MARCH 16, 2016

MOVED BY:

SECONDED BY:

ROLL CALL: AYES:

NAYS:

5. COMMISSIONER REPORTS:

MAYOR'S REPORT & CORRESPONDENCE

COMMISSIONER DUELL
COMMISSIONER GILHEANY
COMMISSIONER HIGGINS
COMMISSIONER HIPWELL

CITY ATTORNEY SERBALIK
SUPERVISOR RICHARDSON
MPD CHIEF WALDRON
MFD CHIEF ALONZO

6. Public Hearing

Motion to close regular meeting to conduct public hearing:

Moved by: _____ Seconded by: _____
Roll Call: AYES _____ NAYS _____

Storm Water Annual Report

Motion to close public hearing and return to regular meeting:

Moved by: _____ Seconded by: _____
Roll Call: AYES _____ NAYS _____

7. Public Comment:

8. RESOLUTIONS:

RESOLUTION 41-16: HOME Program Administrative Plan

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 42-16: Fire Truck Bond

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 43-16: HOME Grant Administrator

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 44-16: Dept. of Health Acceptance of Reply Letter

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 45-16: NYSLRS ROA COMMISSIONER OF ACCOUNTS

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 46-16: CKMJ Group USDA Loan

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 47-16: Payroll and Vouchers

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 48-16: Budget Transfers

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

9. NEW BUSINESS:

10. OLD BUSINESS:

11. ADJOURNMENT:

INTRODUCED BY:

SECONDED BY:

RESOLUTION 41-16

ADOPTION OF CITY OF MECHANICVILLE HOME

PROGRAM ADMINISTRATIVE PLAN

WHEREAS, the City was awarded a grant in the amount of \$400,000.00 from the New York State Division of Housing and Community Renewal to assist in the rehabilitation of 16 residential units; and

WHEREAS, an Administrative Plan has been established to govern the operation of the Mechanicville 2015 HOME program;

NOW THEREFORE BE IT RESOLVED; the City Council adopts the City of Mechanicville HOME Program Administrative Plan.

MOTION BY: _____

SECONDED BY: _____

Mayor Baker _____

Commissioner Duell _____

Commissioner Gilheany _____

Commissioner Higgins _____

Commissioner Hipwell _____

Dated: May 4, 2016

**EXTRACT OF MINUTES OF MEETING OF COUNCIL OF
THE CITY OF MECHANICVILLE ADOPTING A BOND
RESOLUTION**

At a regular meeting of the Mechanicville City Council duly held at the Senior Center,
North Main Street, Mechanicville, New York on the 4th day of May, 2016:

Present:

Absent:

_____, presented the following resolution and moved that it be adopted:

RESOLUTION NO. 42-16

**BOND RESOLUTION DATED MAY 4, 2016 OF THE
COUNCIL OF THE CITY OF MECHANICVILLE
AUTHORIZING NOT TO EXCEED \$396,000 AGGREGATE
PRINCIPAL AMOUNT OF SERIAL GENERAL
OBLIGATION BONDS TO FINANCE THE ACQUISITION
OF A FIRE/PUMPER TRUCK, AT AN ESTIMATED
MAXIMUM COST OF \$396,000, LEVY OF TAX IN
ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE
EXPENDITURE OF SUCH SUM FOR SUCH PURPOSE,
AND DETERMINING OTHER MATTERS IN
CONNECTION THEREWITH.**

WHEREAS, a copy of this resolution has been on file with the City Clerk of the City of
Mechanicville (the "City") for a period of not less than one week prior to the date hereof;

NOW THEREFOR BE IT RESOLVED BY THE COUNCIL OF THE CITY OF
MECHANICVILLE AS FOLLOWS:

Section 1. The City is hereby authorized to (a) acquire one (1) fire/pumper truck and
related apparatus, and (b) issue its serial general obligation bonds (the "Bonds") in the aggregate

principal amount of not to exceed \$396,000 pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein.

Section 2. The class of objects or purposes to be financed pursuant to this Resolution is the acquisition of a fire/pumper truck and related apparatus, including issuance costs of the Bonds and bonds anticipation notes hereinafter referred to (collectively, the "Purpose").

Section 3. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Council, is \$396,000, (b) no money has heretofore been authorized to be applied to the payment of the cost of the Purpose, and (c) the City plans to finance the cost of the Purpose from funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to and a grant received from United States Department of Agriculture, Rural Development.

Section 4. It is hereby determined that the Purpose is one of the class of objects or purposes described in Subdivision 27 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is twenty (20) years.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the sale of the Bonds, including renewals of such notes, is hereby delegated to the Commissioner of Finance, the chief fiscal officer. A copy of the Council's designation of the Commissioner of Finance as the chief fiscal officer has been duly filed with the State Comptroller.

Section 6. The power to further authorize the issuance of the Bonds and bond anticipation notes and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and the use of substantially level debt service, subject to the provisions of this Resolution and the Local Finance Law, and to sell

and deliver the Bonds and bond anticipation notes, is hereby delegated to the Commissioner of Finance. The Commissioner of Finance is hereby authorized to sign and the City Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the City Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the City.

Section 7. The faith and credit of the City are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall be levied annually on all taxable real property of the City, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 8. This Resolution shall constitute the declaration of the City's "official intent" to reimburse expenditures authorized by Section 1 with proceeds of the bonds and notes, as required by United States Treasury Regulation Section 1.150-2. Except as otherwise permitted by United States Treasury Regulation Section 1.150-2, the City will not use proceeds of the Bonds or notes to reimburse itself for prior expenditures for the Purpose unless: (1) the original expenditure was made not more than 60 days prior to the adoption of the Resolution, (2) the reimbursement will be made within three years after the later of the date the original expenditure was paid or the date the Purpose is placed in service or abandoned.

Section 9. This Resolution shall be published in full by the City Clerk together with a notice in substantially the form prescribed by Section 81.00 of the Local Finance Law, and such publication shall be in each official newspaper of the City. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if

such obligations are authorized for an object or purpose for which the City is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 10. The firm Barclay Damon, LLP is hereby appointed Bond Counsel of the City in connection with the bonds and notes herein authorized.

Section 11. This Resolution shall take effect immediately upon its adoption.

The Motion having been duly seconded by _____, it was adopted and the following votes were cast:

AYES

NAYS

Dennis M. Baker
Michelle Duell
Timothy Hipwell
Jodie A. Gilheany
David Higgins

RESOLUTION 43-16

HOME GRANT ADMINISTRATOR

WHEREAS THE CITY OF MECHANICVILLE was awarded a \$400,000 HOME Grant from the NYS Housing Trust Fund Corp.

WHEREAS THE CITY wishes to hire an outside firm to administer the grant;

WHEREAS THE CITY has put forth an RFP for qualified grant administrators;

WHEREAS THE GRANT provides \$20,000 for grant administration;

NOW THEREFORE BE IT RESOLVED that Camoin Associates of Saratoga Springs NY be retained to administer the 2015 HOME Grant.

Introduced by:

Seconded by:

Mayor Baker

Comm. Duell

Comm. Gilheany

Comm. Higgins

Comm. Hipwell

STATE OF NEW YORK)
) SS.:
COUNTY OF SARATOGA)

I, the undersigned Clerk of the City of Mechanicville, do hereby certify as follows:

1. A Regular Meeting of the Council of the City of Mechanicville, State of New York, was duly held on May 4, 2016, and Minutes of said meeting have been duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the Minutes of meetings of said Board. I have compared the attached Extract with said Minutes so recorded and said Extract is a true copy of said Minutes and of the whole thereof insofar as said Minutes relate to matters referred to in said Extracts.

2. Said Minutes correctly state the time when said Meeting was convened and the place where such meeting was held and the members of said Board who attended said Meeting.

3. Public Notice of the time and place of said Meeting was duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that the members of said Board had due notice of said Meeting and that the Meeting was in all respects duly held and a quorum was present and acted throughout.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the City of Mechanicville this _____ day of May, 2016.

City Clerk

[Seal]

RESOLUTION No. 44-16

WHEREAS the City has previously entered into a consent agreement with the New York State Department of Health (DOH) to provide an additional water source to insure adequate flow at times of peak usage, and

WHEREAS the City and DOH have agreed to remedy the situation through the City's acquisition of a secondary, and

WHEREAS DOH has proposed to the City a stipulation providing for submission by the City of a capital improvement plan and a proposed timetable of compliance that addresses the City's source and treatment capacity issues by May 31, 2016, it is hereby

RESOLVED that the proposed timetable is acceptable and the Mayor is authorized and directed to enter into the stipulation with the Department of Health to submit a capital improvement plan on or before May 31, 2016.

INTRODUCED BY: _____

SECONDED BY: _____

ROLL CALL:

Mayor Dennis Baker _____
Commissioner Michelle Duell _____
Commissioner Jodie Gilheany _____
Commissioner Dave Higgins _____
Commissioner Timothy Hipwell _____

Dated 5/4/16

RESOLUTION 45-14

WHEREAS REGULATION 315.4 OF THE NEW YORK STATE RETIREMENT SYSTEM requires reporting of Elected and Appointed Officials who are enrolled in the New York State Retirement System;

WHEREAS IT IS A REQUIREMENT OF REGULATION 315.4 THAT those Elected and Appointed Officials must log their daily activity for a (3) three month period;

WHEREAS COMMISSIONER Michelle Duell has fulfilled that requirement;

NOW THEREFORE BE IT RESOLVED THAT THE City of Mechanicville City Council recognizes that Commissioner Duell has successfully completed the requirement established in Regulation 315.4 and the Standard Work Day & Reporting Resolution will be posted in the Commissioner of Accounts Office in City Hall for a minimum of 30 days.

Introduced by:

Seconded by:

Mayor Baker	_____
Comm. Duell	_____
Comm. Gilheany	_____
Comm. Higgins	_____
Comm. Hipwell	_____

May 4, 2016

RESOLUTION NO. 46-16

WHEREAS, The City has received funding from the United States Department of Agriculture Rural Business Enterprise Grant program for the purpose of establishing a city-wide revolving loan fund program for expansion and/or formation of small businesses within the City and

WHEREAS The CKMJ Group, LLC, (applicant) with its principal place of business located at 211 Park Avenue, Mechanicville, has applied for a loan of \$9,000 for business expansion and

WHEREAS The applicant and loan has been approved by an independent committee, which loan is to be properly secured and

WHEREAS There is no cost to the City

BE IT RESOLVED That the Mayor is authorized and directed to execute the appropriate loan documents to loan "CKMJ Group, LLC", the sum of \$9,000 at zero percent interest and such funds be issued to "The CKMJ Group, LLC" by the Commissioner of Accounts.

Introduced By: _____

Seconded By: _____

Mayor Baker _____
Comm. Duell _____
Comm. Gilheany _____
Comm. Higgins _____
Comm. Hipwell _____

May 4, 2016

RESOLUTION 47-16

Whereas: Payroll, General, Water, Sewer and Capital Project Fund Vouchers Contained Within

ABSTRACT

PAYROLL #	14-16 4/7/16	\$	75,183.18
PAYROLL #	16-16 4/21/16		85,206.45
			<u>\$ 160,389.63</u>

With an expenditure breakdown by fund as follows:

GENERAL A0 FUND	\$	179,415.81
WATER FX FUND		31,470.49
SEWER G0 FUND		574,691.90
CAPITAL PROJECTS H0 FUND		276,932.62
PAYROLL T&A FUND		160,389.63
TOTAL	\$	<u>1,222,900.45</u>

Now, therefore be it resolved that said payroll and vouchers are hereby allowed in order to be paid.

Introduced by:

Seconded by:

Roll Call:

Mayor Baker _____
Comm. Duell _____
Comm. Gilheany _____
Comm. Higgins _____
Comm. Hipwell _____

Dated:

_____ May 4, 2016

RESOLUTION 48-16

WHEREAS, the Mechanicville City Council adopted their 2016 Annual Budget on December 16, 2015; and

WHEREAS, the City Council now wishes to amend said Ordinance with the following transfer of budget balances:

THEREFORE BE IT RESOLVED, that for the 2016 budget we wish to approve the following budget amendments:

AMOUNT	FROM BUDGET CODE	TO BUDGET CODE	FROM	TO
1,000.00	A0-5010-402	A0-8170-407	Highway - Materials & Supplies	Street Cleaning - R & M
550.00	A0-8170-402	A0-8170-407	Street Cleaning - Materials & Supplies	Street Cleaning - R & M
To cover repairs to Street Sweeper.				
250.00	FX-8320-407	FX-8320-408	Water - Repairs & Maintenance	Water - Training
To cover training expense for Water Fund Employee.				

Introduced by: _____

Seconded by: _____

Roll Call: Mayor Baker _____
 Comm. Duell _____
 Comm. Gilheany _____
 Comm. Higgins _____
 Comm. Hipwell _____

Dated: May 4, 2016