

Agenda

Jamestown City Council

Monday, June 29, 2020

7:30 P.M.

Meeting being held via Zoom

*Due the NYS Public Health State of Emergency, the meeting will be held via Zoom and will be streamed live at www.jamestownny.gov/live All public comments should be submitted in writing by 5PM the day before the meeting via USPS mail or email to clerk@jamestownny.gov.

STANDING COMMITTEES

Finance, et. al., Committee

1. Resolution authorizing payment of the regular audit.
2. Resolution suspending the hiring freeze and authorizing the filling of one (1) full-time Laborer in the Department of Parks Recreation and Conservation (Retirement – funded in the 2020 General Fund Budget).
3. Resolution authorizing the City Comptroller to amend the 2020 General Fund Budget to recognize Phase 1 of the COVID-19 Financial Restructuring Plan, as approved by the City Council on June 8, 2020.
4. Resolution establishing the standard work day for elected officials.
5. Resolution authorizing the Mayor to enter into an agreement with the Municipal Insurance Consultants, Inc. 1780 Wehrle Drive, Williamsville, New York 14221 as Insurance Advisor for property and casualty insurance for the time period, April 15, 2020 through April 14, 2021.
6. Resolution authorizing the Mayor to enter into a lease agreement with the Jamestown Renaissance Corporation for the rental of six hundred and sixty-eight (668) square feet of office space in the Municipal Building as follows:

| | |
|--|-----------------|
| July 1, 2020 through December 31, 2020 | \$200 per month |
| January 1, 2021 through June 30, 2021 | \$400 per month |

Finance (con't)

7. Resolution authorizing the Mayor to execute Change Order #2 to the 2019 Sidewalk Ramps Phase 1 contract with R. Patti Concrete Excavating, LLC, PO Box 3081, Jamestown, New York 14702. For a total increase of Eleven Thousand Eight Hundred Seven Dollars and Seventy-Five Cents (\$11,807.75).

8. Resolution authoring the Mayor to execute an agreement with Husky Enterprises, 12 Brook Street, Lakewood, New York 14750 for concrete work 2020: Newton Avenue, from Carey Place to Sturges Street, for a total bid amount of Nineteen Thousand, Eight Hundred Ninety-Three Dollars (\$19,893.00).

Note: The project will be funded by Community Development Block Grant (CDBG) funds.

9. Resolution authorizing the Mayor to execute an agreement with Husky Enterprises, 12 Brook Street, Lakewood, New York 14750 for 2020 concrete repairs: Main Street, 11th Street to Kingsbury Street, for a total bid amount of Thirteen Thousand, Five Hundred Eighty Dollars (\$13,580.00).

Note: The project will be funded by Community Development Block Grant (CDBG) funds.

10. Resolution authorizing the Mayor to execute an agreement with R. Patti Concrete Excavating, LLC, PO Box 3081, Jamestown, New York 14701, for ADA Sidewalk Ramps, for a total amount of One Hundred Ninety Thousand, Nine Hundred Sixty-Five Dollars (\$190,965.00).

11. Resolution authorizing the Mayor to execute an agreement with Grindline Skateparks, Inc., 4619 14th Avenue, SW, Seattle, Washington 98106 for Design Build Riverwalk Skate Park Project for a total bid amount of Five Hundred Thousand Dollars (\$500,000.00), including funds from the Tony Hawk Foundation and the Ralph C. Wilson Foundation.

12. Resolution authorizing the Mayor to enter into an agreement with IPL Corp. for the illumination of the Washington and South Main Street bridged in an amount not to exceed Four Hundred and Twenty-Eight Thousand, Five Hundred Dollars and No Cents (\$428,500).

Note: The project will be funded with DRI funds.

Housing Committee

Public Safety Committee

13. Resolution reappointing David E. Wilfong and Theresa A. Jackson to the Office of Commissioner of Deeds for a period of two years.

Public Works

- 14. Resolution authorizing the Mayor to enter into an agreement with Robert and Paula Hofgren, 80 Fluvanna Avenue, Jamestown, New York 14701 for a permanent utility easement for parcels 370.10-3-25 and 370.10-3-38 to be used by the Department of Public works for the construction of a stormwater detention project.
- 15. Resolution authorizing the Mayor to convey parcel 370.10-3-26 to Robert and Paula Hofgren in exchange for a permanent utility easement for parcels 370.10-3-25 and 370.10-3-38.
- 16. Resolution authorizing the Director of Public Works to purchase construction materials and services at the prices quoted to the County of Chautauqua as set forth in the Chautauqua County 2020 Construction Season Purchasing Guide.
- 17. Resolution authorizing the Director of Public Works to change the current street load zone at Patient's Pharmacy Retail, 320 Main Street, Jamestown, New York 14701 to a handicap parking space.
- 18. Resolution authorizing the Director of Public Works to install two "Blind Person Area" signs on George Avenue, Jamestown, New York.

New Business

- 19. Resolution authorizing the Mayor to enter into a personnel agreement with the Civil Service Employees (CSEA), Local 1000, AFL-CIO, for the period covering January 1, 2019 through December 31, 2021.
- 20. Resolution authorizing the City Comptroller to make the following amendment to the 2020 General Fund Budget to repurpose the position of Parks Recreation Coordinator to Communications/Grant Writer under the Mayor's Office:

Decrease: Appropriations

Parks & Rec Admin Salaries A.7020.0100 21,809.00

Increase: Appropriations

Mayor's Office Salaries A.1210.0100 21,809.00

COUNCIL MEMBERS: PLEASE CONTACT THE COUNCIL PRESIDENT OR CITY CLERK IF UNABLE TO ATTEND THE WORK SESSION AT 7:00, OR THE REGULAR MEETING AT 7:30 P.M.

BY COUNCIL

WHEREAS, On January 22, 2002 the Jamestown City Council adopted resolution number 200201C03 that effective immediately and until further notice instituted a hiring freeze for the City of Jamestown, and

WHEREAS, On November 20, 2006 the Jamestown City Council adopted resolution number 200611B17 to extend the freeze to any change in employment from Part-Time to Full-Time status, and

WHEREAS, it has become apparent that within the Department of Parks, Recreation and Conservation an effort to effectively manage the city's day-to-day responsibilities in a cost efficient manner, it is in the City of Jamestown's best interest to lift the hiring freeze for a certain positions, now therefore be it

RESOLVED, that effective immediately the Jamestown City Council hereby suspends the hiring freeze instituted by resolution number 200201C03 and resolution number 200611B17 authorizing the filling of the following positions due to the essential nature of the position.

- One (1) Laborer (Retirement - funded in the 2020 General Fund Budget).

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BY COUNCIL

RESOLVED, That the City Comptroller be and hereby is authorized to make the following amendment to the 2020 General Fund Budget to recognize Phase 1 of the COVID-19 Financial Restructuring Plan as approved by the City Council on June 8, 2020:

| DECREASE: | ESTIMATED REVENUES | |
|------------------------------------|--------------------|------------|
| 1,155,674.00 | | |
| Sales Tax | A.0000.1110 | 849,393.00 |
| Parking Violations | A.0000.1590 | 101,675.00 |
| Utilities Gross Receipts | A.0000.1311 | 35,784.00 |
| Fines and Forfeited Bail | A.0000.2610 | 34,601.00 |
| Park Fees | A.0000.2001 | 32,904.00 |
| State Aid Mortgage Tax | A.0000.3005 | 30,863.00 |
| On-Street Parking Meter | A.0000.1740 | 24,563.00 |
| Police Dept Fees | A.0000.1520 | 19,566.00 |
| Franchise Fee | A.0000.1170 | 10,121.00 |
| Right-of-Way Permits | A.0000.2560 | 4,022.00 |
| Building Permits | A.0000.2555 | 5,539.00 |
| Interest & Penalties on Taxes-City | A.0000.1090 | 4,648.00 |
| City Clerk's Fees | A.0000.1255 | 1,995.00 |

| DECREASE: | APPROPRIATIONS | | 1,155,674.00 |
|---|----------------|------------|--------------|
| City Clerk - Salaries | A.1410.0100 | 17,785.00 | |
| City Clerk - Records Management | A.1410.0474 | 3,100.00 | |
| Treasurer - Salaries | A.1325.0100 | 8,920.00 | |
| Information Services - Salaries | A.1680.0100 | 5,182.00 | |
| Judgments & Claims | A.1930.0400 | 45,000.00 | |
| Department of Development | A.8791.0400 | 100,000.00 | |
| Tax Assessment - City Owned Property | A.1950.0400 | 25,000.00 | |
| Central Garage - Salaries | A.1640.0100 | 13,650.00 | |
| Central Garage - Equipment | A.1640.0200 | 2,500.00 | |
| Central Garage - Contractual | A.1640.0430 | 83,850.00 | |
| Maintenance of Streets - Salaries | A.5110.0100 | 55,000.00 | |
| Maintenance of Streets - Contractual | A.5110.0400 | 138,596.00 | |
| Storm Sewers - Contractual | A.8140.0400 | 11,405.00 | |
| Snow and Ice Control - Salaries | A.5142.0100 | 50,000.00 | |
| Snow and Ice Control - Contractual | A.5142.0400 | 25,000.00 | |
| Traffic Control - Salaries | A.3310.0100 | 4,000.00 | |
| Engineer - Salaries | A.1440.0100 | 5,000.00 | |
| Parks - Salaries | A.7110.0100 | 141,000.00 | |
| Parks - Contractual | A.7110.0499 | 25,000.00 | |
| Stadium - Salaries | A.7210.0100 | 15,000.00 | |
| Stadium - Contractual | A.7210.0499 | 50,000.00 | |
| Playgrounds and Teenage Centers - Salaries | A.7140.0100 | 15,000.00 | |
| Playgrounds and Teenage Centers - Contractual | A.7140.0499 | | 1,250.00 |
| Band Concerts - Contractual | A.7270.0499 | 1,250.00 | |
| City Rec Baseball Program | A.7150.0499 | 2,500.00 | |
| Police Department - Salaries | A.3120.0100 | 500.00 | |

| | | |
|---------------------------------|-------------|------------|
| Police & Fire Retirement System | A.9015.0800 | 114,869.00 |
| Employees Retirement System | A.9010.0800 | 12,993.00 |
| Social Security | A.9030.0800 | 25,324.00 |
| Health Insurance | A.9060.0800 | 157,000.00 |

BY COUNCIL:

RESOLVED, that the City of Jamestown, location code 20022 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

| <u>Elected Officials</u> | <u>Standard Work Day</u> | <u>Name</u> |
|--------------------------|--------------------------|-----------------------|
| Mayor | 7.5 hours | Edward A. Sundquist |
| Councilwoman | 6.0 hours | Kimberly Ecklund |
| Councilwoman | 6.0 hours | Tamu Graham-Reinhardt |
| Councilman | 6.0 hours | Anthony Dolce |
| Councilman | 6.0 hours | Thomas Nelson |
| Councilman | 6.0 hours | Grant Olson |

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BY COUNCIL

RESOLVED, That the Mayor of the City of Jamestown be and he hereby is authorized to enter into an agreement with the Municipal Insurance Consultants, Inc. 1780 Wehrle Drive, Williamsville, New York 14221, as Insurance Advisor for property and casualty insurance for the period April 15, 2020 through April 14, 2021 in the amount of Seventeen Thousand Dollars and no cents (\$17,000.00) with one-half of the cost paid by the Board of Public Utilities subject to the approval of the Corporation Counsel as to form.

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BY COUNCIL

RESOLVED, That the Mayor be, and he hereby is, authorized and directed to enter into a lease agreement with the Jamestown Renaissance Corporation for rental of approximately Six hundred and sixty eight (668) square feet of office space on the third floor of the Municipal Building for use as office space, which lease shall commence July 1, 2020 and terminate June 30, 2021 with an option to renew for an additional one year period and provide for rental payments as follows:

| | |
|--|-----------------|
| July 1, 2020 through December 31, 2020 | \$200 per month |
| January 1, 2021 through June 30, 2021 | \$400 per month |

subject to the approval of the Corporation Counsel as to form.

BY COUNCIL

RESOLVED, that the Mayor be and he hereby is authorized to execute Change Order #2 to the **2019 Sidewalk Ramps Phase 1** contract with R. Patti Concrete Excavating, LLC, PO Box 3081, Jamestown, NY 14702 to include changes as follows:

ADD

| | |
|--|-------------|
| 646 SF Flat Work 4" @ \$17.00 SF | \$10,982.00 |
| 37.5 LF Curb & Gutter @ \$55.00 LF | \$ 2,062.50 |
| 106.50 LF Concrete Removal/Landscape @ \$7.00 LF | \$ 745.50 |

REMOVE

| | |
|--|-----------|
| -.25.5 SF Flat Work 6" @ \$17.50 SF | \$ 446.25 |
| -22 SF Cast Iron Detectable Warning Plates @ \$48.00 SF | \$ 480.00 |
| -16 SF Fiberglass Detectable Warning Plates @ \$30.00 SF | \$ 480.00 |

for a total increase of Eleven Thousand Eight Hundred Seven Dollars and Seventy Five Cents (\$11,807.75) subject to the approval of Corporation Counsel as to form.

June 29, 2020 Resolution #8

BY COUNCIL

RESOLVED, That the Mayor be and he hereby is authorized to execute an agreement with Husky Enterprises, 12 Brook Street, Lakewood, NY 14750 for **Concrete Work 2020: Newton Avenue, from Carey Place to Sturges Street,**

2000 SF 4" Concrete at \$7.25 SF

500 SF 6" Concrete at \$7.75 SF

6 EA Cast Iron Detectable Warning Surface for ADA Curb Cuts at \$253.00 EA

for a total bid amount of Nineteen Thousand Eight Hundred Ninety-Three Dollars (\$19,893.00), subject to the approval of the Corporation Counsel as to form. The project will be funded by Community Block Grant (CDBG) funds.

June 29, 2020 Resolution #9

BY COUNCIL

RESOLVED, That the Mayor be and he hereby is authorized to execute an agreement with Husky Enterprises, 12 Brook Street, Lakewood, NY 14750 **for 2020 Concrete Repairs: Main Street, 11th Street to Kingsbury Street:**

1400 SF 4" Flatwork at \$7.50 SF

110 SF 6" Flatwork at \$8.00 SF

40 LF Curb & Gutter (in-kind) at \$55.00 LF

for a total bid amount of Thirteen Thousand Five Hundred Eighty Dollars (\$13,580.00), subject to the approval of the Corporation Counsel as to form. The project will be funded with Community Block Grant (CDBG) funds.

June 29, 2020 Resolution #10

BY COUNCIL

RESOLVED, That the Mayor be and he hereby is authorized to execute an agreement with **R. Patti Concrete Excavating, LLC**, PO Box 3081, Jamestown, NY, for **2020 ADA Sidewalk Ramps**, based on the bid opening June 4, 2020 in the following amounts:

3985 SF Flat Work: 4 inch at \$18.00 SF
2110 SF Flat Work: 6 inch at \$18.50 SF
555 LF Curb and Gutter at \$60.00 LF
750 SF Cast Iron Detectable warning plates at \$48.00 SF
2 Traffic Manhole Reset at \$1,700.00 EA
50 SY Brick Street Repair at \$150.00 SY

for a total amount of One Hundred Ninety Thousand, Nine Hundred Sixty-Five Dollars and No Cents (\$190,965.00), subject to the approval of Corporation Counsel as to form.

June 29, 2020 Resolution #11

BY COUNCIL

RESOLVED, That the Mayor be and he hereby is authorized to execute an agreement with Grindline Skateparks, Inc., 4619 14th Avenue SW, Seattle, WA 98106 for **Design Build Riverwalk Skate Park Project**, per their proposal dated June 3, 2020.

for a total bid amount of Five Hundred Thousand Dollars (\$500,000.00), including funds from the Tony Hawk Foundations as well as the Ralph C. Wilson Foundation, subject to the approval of the Corporation Counsel as to form.

June 29, 2020 Resolution #12

BY COUNCILPERSON

RESOLVED, That the Mayor be, and he hereby is, authorized and directed to enter into a contractual agreement with IPL Corp for the illumination of the Washington and South Main Street bridges, utilizing DRI funds, in an amount not to exceed Four hundred and twenty-eight thousand, five hundred (\$428,500) dollars.

BY COUNCIL

RESOLVED, That the following people be and he hereby are reappointed to the office of Commissioner of Deeds in and for the City of Jamestown for a term of two years:

David E. Wilfong

June 29, 2020 through June 23, 2022

Theresa A. Jackson

June 29, 2020 through July 21, 2022

June 29, 2020 Resolution #14

BY COUNCIL

RESOLVED, that the Mayor be and he hereby is authorized to enter into an agreement with Robert and Paula Hofgren, 80 Fluvanna Avenue, Jamestown, NY 14701 to acquire a permanent utility easement from Robert and Paula Hofgren, that is to be used by the Department of Public Works for the construction of a Storm Water Detention Project at SBL parcel #370.10-3-25 & parcel #370.10-3-38, Jamestown, NY 14701, per appraisal done by Emminger, Newton, Pigeon & Magyar, Inc., 2440 Sheridan Drive, Suite 100, Tonawanda, NY 14150, to facilitate construction of a city owned underground storm water detention facility, subject to the approval of the Corporation Counsel as to form.

June 29, 2020 Resolution #15

BY COUNCIL

RESOLVED, that the Mayor be and he hereby is authorized to enter into an agreement with Robert and Paula Hofgren, 80 Fluvanna Avenue, Jamestown, NY 14701. In exchange for permanent utility easement for parcel #370.10-3-25 and parcel #370.10-3-38, the City of Jamestown will convey parcel #370.10-3-26 to Robert and Paula Hofgren, per appraisal done by Kevin Okerlund, Assessor for City of Jamestown, NY 14701 subject to the approval of the Corporation Counsel as to form.

BY COUNCIL

WHEREAS, the County of Chautauqua included the City of Jamestown in its bidding process for construction materials and services; and

WHEREAS, the City of Jamestown has determined that some County proposals may be the most advantageous to the City; now, therefore, be it

RESOLVED, that the Director of Public Works is authorized to purchase construction materials and services at the prices quoted to the County of Chautauqua and set forth in the Chautauqua County 2020 Construction Season Purchasing Guide.

June 29, 2020 Resolution #17

BY COUNCIL

RESOLVED, that the Director of the Department of Public works is hereby authorized to change the current street load zone at Patient's Pharmacy Retail, 320 N. Main Street, Jamestown, NY 14701 to a handicap parking space.

June 29, 2020 Resolution #18

BY COUNCIL

RESOLVED, that the Director of the Department of Public works is hereby authorizing the installation of two “Blind Person Area” signs on George Avenue, Jamestown, NY subject to approval as to form by the office of Corporation Counsel.

June 29, 2020 Resolution #19

BY COUNCIL:

WHEREAS, that City of Jamestown and the Civil Service Employees Association (CSEA), Local 1000, AFL-CIO through negotiations have arrived at the terms of a tentative agreement, and

WHEREAS, the City Council has, after much deliberation and discussion, considered all the terms contained within the tentative agreement, now; therefore, be it

RESOLVED, That the terms of the tentative agreement be, and hereby are, approved, and be it further

RESOLVED, That the Mayor be, and he hereby is, authorized to enter into a personnel agreement with the Civil Service Employees Association (CSEA), Local 1000, AFL-CIO, for the period covering January 1 2019 through December 31, 2021 subject to the review and approval of the Corporation Counsel as to form.

BY COUNCIL

RESOLVED, That the City Comptroller be and hereby is authorized to make the following amendment to the 2020 General Fund Budget to repurpose the position of Parks Recreation Coordinator to Communications/Grant Writer under the Mayor's Office:

| | | | |
|------------------|-------------------------|-------------|-----------|
| <u>DECREASE:</u> | <u>APPROPRIATIONS</u> | | |
| | Parks & Rec | | |
| | Administration Salaries | A.7020.0100 | 21,809.00 |
| <u>INCREASE</u> | <u>APPROPRIATIONS</u> | | |
| | Mayor's Office Salaries | A.1210.0100 | 21,809.00 |