

CITY OF WATERTOWN, NEW YORK
REVISED AGENDA
Monday, June 1, 2015

This shall serve as notice that an **Adjourned City Council** meeting will be held on **Monday, June 1, 2015, at 6:45 p.m.** in the City Council Chambers, 245 Washington Street, Watertown, New York.

Resolution No. 1 - Establishing Property Tax Rate for Fiscal Year 2015-16

Resolution No. 2 - Approving 2015-16 Operating Budgets, City of Watertown, New York

Resolution No. 3 - Approving 2015-16 through 2019-20 Capital Program Budget, City of Watertown, New York

Resolution No. 4 - Approving Amendment No. 103 to the Management and Management Confidential Pay Plan

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, June 1, 2015, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

Resolution No. 5 - Approving Agreement for Flat Fee Use of Athletic Fields, Pop Warner Football Association

Resolution No. 6 - Accepting Bid for Chemicals at the Pollution Control Plant, Amrex Chemical Company, Inc.

Resolution No. 7 - Accepting Bid for Chemicals at the Water Treatment Plant, Slack Chemical

- Resolution No. 8 - Accepting Bid for Chemicals at the Water Treatment Plant, Thatcher Company of New York
- Resolution No. 9 - Accepting Bid for Chemicals at the Water Treatment Plant, Chemical Distributors, Inc.
- Resolution No. 10 - Authorizing GHD for Phase 1B of Wastewater Treatment Plant Sludge Disposal Process Modification Project
- Resolution No. 11 - Approving Retention of Legal Services of Bond Schoeneck & King, PLLC
- Resolution No. 12 - Legislative Compensation

ORDINANCES

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. Decommissioning Marshall Place and Jackson Street
2. City Owned Property – 158 Academy Street
3. Surplus Sale of Bleachers – Parks and Recreation Department
4. Concession Waiver for Relay for Life

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

Next Work Session is scheduled for Monday, June 8, 2015, at 7:00 p.m.

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, JUNE 15, 2015.

Res Nos. 1, 2, 3, 4

May 27, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Fiscal Year 2015-16 Budget Resolutions

Attached for City Council consideration are resolutions associated with the adoption of the Fiscal Year 2015-16 Budget.

The first resolution establishes the Property Tax Rate for Fiscal Year 2015-16 at \$8.1017 per \$1,000 of assessed valuation. This represents a 1.57% increase in tax rates from the current Fiscal Year. The final tax levy increase is \$155,079 which is a 1.88% increase over the current year.

The second resolution approves the City's Operating Budgets for the upcoming fiscal year. Combined appropriations of \$54,119,911 are being approved for the General, Water, Sewer, Library and Tourism Funds. An appropriation of \$8,939,015 is proposed for the Reserve and Self Funded Health Insurance Funds.

The third resolution approves the Capital Program budget for Fiscal Years 2015-16 through 2019-20.

The fourth resolution establishes the management/management confidential salaries for the upcoming fiscal year. The Fiscal Year 2015-16 Budget contains an appropriation for a three percent (3.0%) salary increase for Management and Management Confidential employees.

RESOLUTION

Page 1 of 1

Establishing Property Tax Rate for
Fiscal Year 2015-16

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York has determined the Budget for 2015-16 for all operating funds for the City of Watertown in the amount of \$54,119,911 of which \$41,085,325 is the General Fund, and of this amount in the General Fund \$8,414,664 is to be raised by taxes on real estate and of which \$10,396 is to be collected in omitted City taxes,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the tax on real estate in the amount of \$ 8,414,664 is hereby levied and the rate to produce \$ 8,404,268 of this levy is hereby established at \$ 8.1017 per \$1,000 of assessed valuation, and the remaining \$10,396 is to be collected in omitted taxes.

Seconded by

RESOLUTION

Page 1 of 1

Approving 2015-16 Operating Budgets,
City of Watertown, New York

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York has met and considered the Proposed Budget for the City of Watertown for Fiscal Year 2015-16 and it has conducted public hearings on the Proposed Budget and has determined that revenues and appropriations for the several funds in the Budget for 2015-16 will be amended as indicated in the Budget Detail of Changes of Revenues and Appropriations, which detail is attached and made a part of this resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby adopts the Budget for the City Government for Fiscal Year 2015-16 in the total amount of \$54,119,911 of which in the General Fund \$32,670,661 to be raised by estimated revenues other than real property taxes, \$10,396 is estimated to be received from omitted taxes and \$8,404,268 is to be raised by real property tax levy. In adopting the Budget, the City Council hereby appropriates \$54,119,911 for all operating funds, and

BE IT FURTHER RESOLVED that in adopting the Budget, the City Council hereby appropriates \$8,939,015 for all reserve funds, and

BE IT FURTHER RESOLVED that in adopting the Budget, the City Council approves the Budget Detail of Changes in Revenues and Appropriations to the Proposed Budgets, which is attached and made a part of this resolution.

Seconded by

Fiscal Year 2015-16 Detail of Changes in Revenues, Expenditures and Fund Balance Appropriations to the Proposed Budgets

GENERAL FUND BUDGET:		<u>Proposed</u>	<u>Adopted</u>	<u>Change</u>	<u>Reason</u>
		<u>Budget</u>	<u>Budget</u>		
<u>REVENUES:</u>					
A.0000.1001	Property Taxes	\$ 8,677,385	\$ 8,414,664	\$ (262,721)	Lowered levy to property tax cap limit
A.0000.3501	State Aid - CHIPs	\$ 26,000	\$ 141,000	\$ 115,000	Additional revenue to partially reimburse City for labor component of CHIPs street paving plan
A.0000.4389	Federal Aid - Public Safety	\$ 4,000	\$ 24,000	\$ 20,000	Additional fire dept. grant revenue
	Total Revenues	\$ 39,453,050	\$ 39,325,329	\$ (127,721)	
<u>APPROPRIATED FUND BALANCE:</u>					
A.0000.0888	Appropriated Capital Reserve	\$ 670,000	\$ 520,000	\$ (150,000)	Deleted DPW Newell Street facility exterior freight elevator system
A.0000.0909	Appropriated Fund Balance	\$ 1,100,000	\$ 1,173,496	\$ 73,496	To balance budget within property tax cap limit
<u>APPROPRIATIONS:</u>					
A.1010.0110	City Council - salaries	\$ 51,704	\$ 53,256	\$ 1,552	Transferred funding for 3% raise from Contingency budget to City Council salaries budget
A.1010.0430	City Council - contracted services	\$ 18,900	\$ 11,100	\$ (7,800)	Deleted security for City Council meetings
A.1010.0810	City Council - retirement system	\$ 9,294	\$ 9,574	\$ 280	Transferred funding for 3% raise from Contingency budget to City Council retirement budget
A.1010.0830	City Council - social security	\$ 3,956	\$ 4,076	\$ 120	Transferred funding for 3% raise from Contingency budget to City Council social security budget
A.1210.0110	Mayor - salaries	\$ 17,236	\$ 17,753	\$ 517	Transferred funding for 3% raise from Contingency budget to Mayor salary budget
A.1210.0810	Mayor - retirement system	\$ 3,240	\$ 3,337	\$ 97	Transferred funding for 3% raise from Contingency budget to Mayor retirement budget
A.1210.0830	Mayor - social security	\$ 1,319	\$ 1,359	\$ 40	Transferred funding for 3% raise from Contingency budget to Mayor social security budget
A.1230.0430	City Manager - contracted services	\$ 35,325	\$ 13,900	\$ (21,425)	Deleted management salary schedule study
A.1420.0440	Law - Professional Services	\$ 300,000	\$ 465,000	\$ 165,000	Reclassified Bond Schoeneck & King from Contingency account
A.1990.0430	Contingency	\$ 575,000	\$ 407,394	\$ (167,606)	Reclassified Bond Schoeneck & King to Law account; Reclassified Mayor and City Council 3% salary increases and related retirement and social security expenses to applicable departmental line items
A.3410.0150	Fire - Overtime	\$ 399,000	\$ 414,000	\$ 15,000	Additional fire dept. grant expenses
A.3410.0230	Fire - Vehicle	\$ 40,000	\$ -	\$ (40,000)	Deleted vehicle replacement
A.3410.0820	Fire - Retirement System	\$ 1,512,818	\$ 1,516,668	\$ 3,850	Additional fire dept. grant expenses
A.3410.0830	Fire - Social Security	\$ 401,212	\$ 402,362	\$ 1,150	Additional fire dept. grant expenses
A.3620.0230	Code Enforcement - Vehicle	\$ 25,000	\$ 20,000	\$ (5,000)	Reduced appropriation for vehicle replacement
A.9950.0900	Transfer to Capital Fund	\$ 908,125	\$ 758,125	\$ (150,000)	Deleted DPW Newell Street facility exterior freight elevator system
	Total Appropriations	\$ 41,289,550	\$ 41,085,325	\$ (204,225)	
WATER FUND BUDGET:		<u>Proposed</u>	<u>Adopted</u>	<u>Change</u>	<u>Reason</u>
		<u>Budget</u>	<u>Budget</u>		
<u>APPROPRIATED FUND BALANCE:</u>					
F.0000.0909	Appropriated Fund Balance	\$ 168,290	\$ 174,290	\$ 6,000	Increased debt service related to Factory Street
<u>APPROPRIATIONS:</u>					
F9710.0600	Serial Bond Principal	\$ 670,610	\$ 673,610	\$ 3,000	Increased debt service related to Factory Street
F9710.0700	Serial Bond Interest	\$ 175,944	\$ 178,944	\$ 3,000	Increased debt service related to Factory Street
	Total Appropriations	\$ 5,240,790	\$ 5,246,790	\$ 6,000	
SEWER FUND BUDGET:		<u>Proposed</u>	<u>Adopted</u>	<u>Change</u>	<u>Reason</u>
		<u>Budget</u>	<u>Budget</u>		
<u>APPROPRIATED FUND BALANCE:</u>					
G.0000.0909	Appropriated Fund Balance	\$ 178,053	\$ 73,053	\$ (105,000)	Decreased debt service related to Factory Street
<u>APPROPRIATIONS:</u>					
G9710.0600	Serial Bond Principal	\$ 976,396	\$ 903,396	\$ (73,000)	Decreased debt service related to Factory Street
G9710.0700	Serial Bond Interest	\$ 315,961	\$ 283,961	\$ (32,000)	Decreased debt service related to Factory Street
	Total Appropriations	\$ 6,222,893	\$ 6,117,893	\$ (105,000)	

RESOLUTION

Page 1 of 1

Approving 2015-16 through 2019-20
Capital Program Budget, City of Watertown,
New York

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York has met and considered the Proposed Budget for the City of Watertown for Fiscal Year 2015-16, including the Proposed Capital Program for the years 2015-16 through 2019-20 and has conducted public hearings on the Proposed Capital Program Budget, and has determined that the projects as listed in the Proposed Capital Program as amended by the attached detail report, which is made a part of this resolution, shall constitute the Capital Program,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York hereby adopts the Capital Program Budget for the years 2015-16 through 2019-20.

Seconded by

**Capital Budget Detail of Changes to Proposed Budget
FY 2015-16 through FY 2019-20**

<u>Capital Project</u>	<u>Proposed FY 2015-16</u>	<u>Adopted FY 2015-16</u>
Exterior Freight Delivery System	\$ 150,000	\$ 0
	<u>Proposed FY 2016-17</u>	<u>Adopted FY 2016-17</u>
Fire Command Vehicle	\$ 0	\$40,000

RESOLUTION

Page 1 of 2

Amendment No. 103 to the Management
And Management Confidential Pay Plan

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member JENNINGS, Stephen A.
Council Member MACALUSO, Teresa R.
Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS with the adoption of the Fiscal Year 2015-16 Budget, the City Council of the City of Watertown appropriated a raise for Management and Management Confidential employees in the amount of three percent (3.0%),

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Amendment No.103 to the Management and Management Confidential Pay Plan, in order to establish the annual compensation for the positions listed below effective July 1, 2015,

<u>Position</u>	<u>Salary</u>
Accountant	\$21,424
Benefits Administrator	\$41,200
Assistant Superintendent of Parks and Recreation	\$56,988
Assistant Superintendent of Public Works	\$73,957
Chief Water Treatment Plant Operator	\$57,790
Chief Waste Water Treatment Plant Operator	\$71,073
City Assessor	\$65,197
City Comptroller	\$87,837
City Engineer	\$82,400
Civil Engineer II	\$69,579
Civil Engineer I (2)	\$60,603
Code Enforcement Supervisor	\$65,209
Confidential Assistant to the City Manager	\$51,034
Confidential Secretary to the City Manager	\$48,410
Deputy City Clerk (Lewis)	\$39,365
Deputy City Clerk (Puccia)	\$36,050

RESOLUTION

Page 2 of 2

Amendment No. 103 to the Management
And Management Confidential Pay Plan

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member JENNINGS, Stephen A.
Council Member MACALUSO, Teresa R.
Mayor GRAHAM, Jeffrey E.

YEA	NAY

Total

Deputy City Comptroller	\$64,371
Deputy Fire Chief	\$84,119
Executive Secretary to the Civil Service Commission	\$43,260
Fire Chief	\$91,085
Information Technology Manager	\$69,010
Library Director	\$70,040
Planning and Community Development Coordinator	\$68,605
Planner (Lumbis)	\$57,018
Planner (2)	\$43,589
Police Captain	\$88,580
Police Chief	\$94,760
Purchasing Manager	\$67,901
Street and Sewer Maintenance Supervisor (3)	\$64,371
Superintendent of Public Works	\$86,555
Superintendent of Water	\$87,010
Superintendent of Parks and Recreation	\$74,267
Supervisor of Water Distribution	\$66,523

Seconded by

Res No. 5

May 26, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Pop Warner Football Association Flat Fee Agreement

Attached for Council's consideration is a flat fee Agreement between the City of Watertown and the Pop Warner Football Association for events for 2015. This Agreement includes all practices.

City staff will be available at the Council Meeting to answer any questions regarding this Agreement.

RESOLUTION

Page 1 of 1

Approving Agreement for Flat Fee Use of Athletic Fields, Pop Warner Football Association

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown owns and operates numerous athletic fields throughout the City, and

WHEREAS the Pop Warner Football Association has expressed their desire to enter into an Agreement for Flat Fee Use of Athletic Fields for practice events, and

WHEREAS City Council of the City of Watertown desires to promote recreational activities at this community recreational facilities,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby approves the Agreement for Flat Fee Use of various City-owned Athletic Fields at between the City of Watertown and the Pop Warner Football Association, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to execute said Agreement on behalf of the City of Watertown.

Seconded by

CITY OF WATERTOWN

AGREEMENT FOR FLAT FEE USE OF ATHLETIC FIELDS

This Agreement by and between the City of Watertown, with an address of 245 Washington Street, Watertown, New York 13601 (“City”) and the Watertown Pop Warner Association, with an address of 26773 Lafave Road, Watertown, New York 13601 (“League”) dated this 1st day of August, 2015.

RECITALS

WHEREAS, for a number of years, Association has scheduled the use of City-owned athletic fields at the Kostyk Field for practice events, which previous to this year did not require a fee; and

WHEREAS, the payment of the fees listed in Section A320 of the City Code of the City of Watertown would prove to be cost-prohibitive for Association; and

WHEREAS, the parties desire to enter into an Agreement for the payment of a flat fee to simplify the usage and payment therefore;

The parties agree as follows:

AGREEMENT

1. The League shall seek to schedule the use of the fields as desired, and as are available, for the 2015 season;

The fee to be charged the Association by the City for the use of the fields for practices, pursuant to the City’s “Facility and Athletic Field Agreement,” for the year 2015, shall be \$1200. The Association will be charged \$100 for game-days on multi-purpose #1. There will be an additional charge of \$50 if lights are used.

2. The fee shall be payable as follows:

a. 100% in advance of the first field usage;

3. The undersigned individuals, signing for the Association, shall ultimately be personally responsible to the City for payment of the fees.

4. It is explicitly understood by the Association that this agreement pertains to practice events on the City-owned fields, North Junior Fields. If Association is found to be practicing on any other City-owned athletic fields without prior approval of the Parks & Recreation Department, the Association will no longer be able to utilize City-owned fields.

POP WARNER FOOTBALL LEAGUE

By: Peter Clough

CITY OF WATERTOWN

By: Sharon Addison
City Manager

5/20/2015

To: Ms. Sharon Addison, City Manager
From: Erin E. Gardner, Superintendent of Parks and Recreation
Subject: Pop Warner Youth Football

The City of Watertown Parks and Recreation Department wishes to enter into a flat fee agreement with Watertown Pop Warner Football. The team will be using City fields at North Elementary for practices 4 days a week starting August 1st, 2015. The flat fee for practices will be \$1200, with City Council approval. In the event they play their games at the Fairgrounds, there will be a \$100 game day fee and it will be paid in advance of the field usage. Please contact Superintendent Gardner with questions.

Res No. 6

May 27, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Accepting Bids for Purchase of Chemicals, Pollution Control Plant,
Amrex Chemical Company, Inc.

The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the purchase of the City's 2015-2016 fiscal years' requirements of various water treatment chemicals, per specifications.

Invitations to bid were issued to twelve (12) prospective bidders, with a total of five (5) bids being received that were publicly opened and read in the Purchasing Department on Thursday, May 21, 2015 at 11:00 a.m.

City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Waste Water Treatment Plant, and it is their recommendation that the award be issued to the lowest qualifying bidder meeting City specifications, as follows:

Description	Company	Unit Price
Sodium Hypochlorite - Gallon	Amrex Chemical Co.	\$0.789
Sodium Bisulfite Solution - Gallon	Amrex Chemical Co.	\$1.450

The other bids submitted are detailed in the attached report of Ms. Pastuf.

A Resolution has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Pollution Control Plant, Amrex Chemical Company, Inc.

Introduced by

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Pollution Control Plant, for the City’s 2015-2016 fiscal years’ requirements, and

WHEREAS invitations to bid were issued to twelve (12) bidders, with a total of five (5) bids received, and

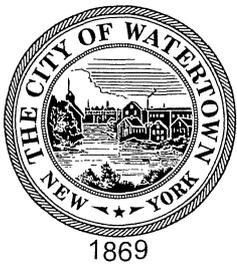
WHEREAS on Thursday, May 21, 2015 at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Manager Amy M. Pastuf reviewed the bids received with Pollution Control Plant, and it is their recommendation that the City Council accept the bid from Amrex Chemical Company, Inc., as detailed below:

Item Description	2015-2016
	Unit Price
Sodium Hypochlorite	\$0.789
Sodium Bisulfite Solution	\$1.450

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bids submitted by Amrex Chemical Company, Inc., as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase of Sodium Hypochlorite and Sodium Bisulfite Solution for use at the City’s Pollution Control Plant.

Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 205, CITY HALL
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601-3380
 E-MAIL APastuf@watertown-ny.gov
 Phone (315) 785-7749 Fax (315) 785-7752

Amy M. Pastuf
 Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2015-09 – Disinfection Chemicals for Pollution Control Plant
DATE: 5/26/2015

The City's Purchasing Department advertised in the Watertown Daily Times on April 21, 2015 calling for sealed bids for the purchase of Disinfection Chemicals for use by the Pollution Control Plant as per City specifications. Invitations to bid were issued to twelve (12) prospective bidders and five (5) sealed bids were submitted to the Purchasing Department. The sealed bids were publically opened and read on May 21, 2015 at 11:00 am, local time. The bid tabulation is shown below:

Description	UOM	Amrex Chemical Company, Inc.	Holland Company, Inc.	Kuehne Chemical Company, Inc.	PVS Chemical Solutions, Inc.	Slack Chemical Company, Inc.
		Binghampton, NY	Adams, MA	South Kearny, NJ	Detroit, MI	Carthage, NY
		2015-2016	2015-2016	2015-2016	2015-2016	2015-2016
		Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
Sodium Hypochlorite	Gallon	\$0.789	No Bid	\$5.000	No Bid	\$0.879
Sodium Bisulfite Solution	Gallon	\$1.450	\$1.790	No bid	\$1.650	\$1.524

It is recommended that the Disinfection Chemicals for use by the Waste Water Treatment Plant be awarded as above shown to **Amrex Chemical Company, Inc.** for both the Sodium Hypochlorite and Sodium Bisulfite Solution. It should be noted that the unit prices for both items are less than last year when Sodium Hypochlorite was \$.79 and Sodium Bisulfite Solution was \$1.59 per gallon. If there are any questions concerning this recommendation, please contact me at your convenience.

Res Nos. 7, 8, 9

May 27, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Accepting Bids for Purchase of Chemicals, Water Treatment Plant

The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the purchase of the City's 2015-2016 fiscal years' requirements of various water treatment chemicals, per specifications.

Invitations to bid were issued to twenty (20) prospective bidders, with a total of six (6) bids being received that were publicly opened and read in the Purchasing Department on Thursday, May 21, 2015 at 11:00 a.m.

City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the award be issued to the lowest qualifying bidder meeting City specifications, as follows:

Description	Qty. Ton	Company	One Year 2015-2016	
			Unit Price	Total Price
Chlorine Liquid	30	Slack Chemical	\$779.44	\$23,383.20
Copper Sulfate, Size B	1	Thatcher Company	\$4,000.00	\$4,000.00
Sodium Silicate Liquid	533	Chemical Distributors	\$370.11	\$197,268.63

The other bids submitted are detailed in the attached report of Ms. Pastuf.

Resolutions have been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Water Treatment Plant, Slack Chemical

Introduced by

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Water Treatment Plant, for the City’s 2015-2016 fiscal years’ requirements, and

WHEREAS invitations to bid were issued to twenty (20) bidders, with a total of six (6) bids received, and

WHEREAS on Thursday, May 21, 2015 at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the City Council accept the bid from Slack Chemical of Carthage, New York, as detailed below:

Item Description	2015-2016	
	Unit Price	Total Price
Chlorine Liquid	\$779.44	\$23,383.20

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid submitted by Slack Chemical of Carthage, New York, as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase of Chlorine Liquid for use at the City’s Water Treatment Plant.

Seconded by

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Water Treatment Plant, Thatcher Company of New York

Introduced by

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Water Treatment Plant, for the City’s 2015-2016 fiscal years’ requirements, and

WHEREAS invitations to bid were issued to twenty (20) bidders, with a total of six (6) bids received, and

WHEREAS on Thursday, May 21, 2015 at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plan, and it is their recommendation that the City Council accept the bid from Thatcher Company of New York, as detailed below:

Item Description	2015-2016	
	Unit Price	Total Price
Copper Sulfate, Size B	\$4,000.00	\$4,000.00

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid submitted by Thatcher Company of New York, as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase of Copper Sulfate Size B for use at the City’s Water Treatment Plant.

Seconded by

RESOLUTION

Page 1 of 1

Accepting Bid for Chemicals at the Water Treatment Plant, Chemical Distributors, Inc.

Introduced by

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of chemicals for use at the City’s Water Treatment Plant, for the City’s 2015-2016 fiscal years’ requirements, and

WHEREAS invitations to bid were issued to twenty (20) bidders, with a total of six (6) bids received, and

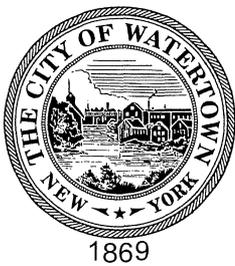
WHEREAS on Thursday, May 21, 2015 at 11:00 a.m. in the City Purchasing Department, the bids received were publicly opened and read, and

WHEREAS City Manager Amy M. Pastuf reviewed the bids received with the Water Treatment Plant, and it is their recommendation that the City Council accept the bid from Chemical Distributors, Inc., as detailed below:

Item Description	2015-2016	
	Unit Price	Total Price
Sodium Silicate Liquid	\$370.11	\$197,268.63

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid submitted by Chemical Distributors, Inc., as detailed above, being the lowest qualifying bidder meeting City specifications, for the purchase of Sodium Silicate Liquid for use at the City’s Water Treatment Plant.

Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 205, CITY HALL
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601-3380
 E-MAIL APastuf@watertown-ny.gov
 Phone (315) 785-7749 Fax (315) 785-7752

Amy M. Pastuf
 Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2015-08 - Process Chemicals Water Treatment Plant
DATE: 5/26/2015

The City's Purchasing Department advertised in the Watertown Daily Times on April 18, 2015 calling for sealed bids for the purchase of Process Chemicals for use by the Water Treatment Plant as per City specifications. Invitations to bid were issued to twenty (20) prospective bidders and six (6) sealed bids were submitted to the Purchasing Department. The sealed bids were publically opened and read on Thursday, May 21, 2015 at 11:00 am, local time. The bid tabulation is attached.

			Amrex Chemical Company		Chemical Distributors, Inc.		Kuehne Company		Slack Chemical Company		Thatcher Company of New York		Univar USA, Inc.	
			Binghamton, NY		Buffalo, NY		South Kearny, NJ		Carthage, NY		Williamson, NY		Providence, RI	
Description	UOM	Est. Annual Usage	2015-2016		2015-2016		2015-2016		2015-2016		2015-2016		2015-2016	
			Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
Chlorine Liquid	Ton	30	No Bid	No Bid	No Bid	No Bid	\$3,000.00	\$90,000.00	\$779.44	\$23,383.20	No Bid	No Bid	No Bid	No Bid
Copper Sulfate, Size B	Ton	1	\$4,100.00	\$4,100.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$4,000.00	\$4,000.00	No Bid	No Bid
Sodium Silicate Liquid	Ton	533	\$380.80	\$202,966.40	\$370.11	\$197,268.63	No Bid	No Bid	\$378.67	\$201,831.11	No Bid	No Bid	\$395.75	\$210,934.75

It is recommended that the Process Chemicals for the Water Treatment Plant be awarded as above shown. If there are any questions concerning this recommendation, please contact me at your convenience.

Res No. 10

May 27, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing GHD for Phase 1B of Wastewater Treatment Plant
Sludge Disposal Process Modification Project

The City of Watertown received a Grant from NYSERDA in the amount of \$585,646 to assist in the design of the Wastewater Treatment Plant Sludge Disposal Process Modification Project. As stated in the attached report of Water Superintendent Michael J. Sligar, GHD has completed 95% Phase 1A Final Design and is now prepared to proceed with Phase 1B Preliminary Design at this time, including an update to the scope of the remaining phases of the project. These design reports will become an instrumental part of the grant application being prepared. The grant submission due date is July 31, 2015.

Attached for Council consideration is a resolution authorizing GHD to proceed with the Phase 1B Preliminary Design at a cost of \$26,900. Also attached is an outline from GHD of the Scope of Services.

RESOLUTION

Page 1 of 1

Authorizing GHD for Phase 1B of
Wastewater Treatment Plant Sludge
Disposal Process Modification Project

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown was successfully awarded a grant through NYSERDA in the amount of \$585,646 to assist in the design of the Wastewater Treatment Plant Sludge Disposal Process Modification Project, and

WHEREAS GHD has completed 95% of the Phase 1A Final Design of this project thus far, and

WHEREAS City Council wishes GHD to begin the Preliminary Design report for Phase 1B of this project,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York hereby authorizes GHD Consulting Services Inc. to proceed with Phase 1B Preliminary Design report of the Wastewater treatment Plant Sludge Disposal Process Modification Project in the amount of \$26,900 as outlined in their Engineering Proposal, which is attached and made part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison is hereby authorized and directed to sign any documents to affect this process on behalf of the City of Watertown.

Seconded by



May 6, 2015

Mr. Michael Sligar, P.E.
Superintendent of Water
City of Watertown
245 Washington Street
Suite 202
Watertown, NY 13601

Re: Engineering Proposal
Sludge Disposal Process Modifications
Phase 1B – Preliminary Design
William T. Field Memorial Water Pollution Control Plant
City of Watertown, New York
GHD No. 3711060.0

Dear Mike:

At your request, GHD has prepared this engineering proposal for completion of the Phase 1B Preliminary Design for the above-referenced project. Sludge disposal process modifications for the William T. Field Water Pollution Control Plant (WPCP) were identified in the engineering report prepared by GHD Consulting Services Inc. dated June 2014. The overall recommendations were developed to accomplish the following goals:

- Optimize anaerobic sludge digestion facilities
- Produce Class A or Class B biosolids for beneficial reuse
- Decommission and demolish the existing sludge incinerator system
- Identify opportunities for marketing beneficial reuse of biosolids
- Optimize energy savings from recovery and reuse of digester gas
- Reduce the annual cost for operation and maintenance to the facility

Due to budgetary constraints of the City of Watertown, the project was subdivided into phases. Phase 1A includes decommissioning the existing sewage sludge incinerator, rehabilitation of the Sludge Disposal Building heating and ventilation system, construction of a new dewatered sludge conveyor system, and construction of a new 22,000 square foot Dewatered Biosolids Storage Building. Final design for Phase 1A is nearing completion and is anticipated to begin construction in the Summer of 2015.

The City of Watertown has requested completion of preliminary design for Phase 1B of the project and to update the scope of the remaining phases of the project (Phase 2A, 2B and 2C).

Phase 1B generally includes construction of gas engine driven influent wastewater pump(s), Control Building modifications to accommodate engine driven pumps, new digester gas treatment equipment, and Digester Gas Conditioning Building.

G:\3711060\WPL\Letters\2015\Sligar-05-06-15-BGM-Proposal.docx



Phase 2 includes rehabilitation of the existing anaerobic digesters, new sludge thickening equipment, new Dewatered Sludge Truck Loading Building, waste sludge hauler receiving station, and expanded digestion capacity to produce Class A biosolids.

This proposal for engineering services includes the scope of services required to complete the preliminary design of Phase 1B, provide updated project scopes for the remaining phases of the Sludge Disposal Modification Project, and assist the City in applying for funding for the final design and construction of these improvements.

SCOPE OF SERVICES

1. Phase 1B Preliminary Design.

GHD will complete preliminary design for the following proposed Phase 1B improvements:

- New gas engine driven influent wastewater pump(s)
- Digester gas treatment system
- New Digester Gas Conditioning Building
- Control Building modifications required for installation of engine driven pump(s)
- Miscellaneous inside process piping, yard piping and site work
- Associated electrical and instrumentation
- Heating & ventilating and plumbing
- New digester gas flare

For this task, GHD will evaluate the conversion of one or two of the existing electric, raw wastewater influent pumps to digester gas engine driven influent pumps. The engineering report recommended conversion of one pump. Consideration will be given to modifying two pumps. Structural and architectural modifications required for construction of the digester gas driven engines will be evaluated. Preliminary drawings will be prepared showing the general arrangement and modifications required for the gas engine drive pump construction and the layout and location of the Gas Conditioning Building.

A revised cost estimate will be prepared for the proposed improvements.

2. Develop Phase 2A Project Scope.

For this task, GHD will update the scope of items and cost included in Phase 2A of the project. Phase 2A will consider:

- Demolition of the existing sludge incinerator
- Construction of new sludge thickening equipment, pumps and chemical feed systems
- Installation of new digester gas mixing system
- Construction of new dewatered sludge truck loading
- Miscellaneous inside process and yard piping site work
- Electrical and instrumentation
- Heating & ventilating and plumbing



3. Develop Phase 2B Project Scope.

GHD will prepare revised proposed scope and costing for Phase 2B improvements generally including:

- Installation of new waste sludge hauler receiving station
- New digester covers
- New digester gas mixing and heating equipment
- Miscellaneous digester gas system improvements

4. Develop Phase 2C Project Scope.

For this task, GHD will revise the scope and estimated cost for the proposed Phase 2C, which would include additional anaerobic digestion capacity and production of Class A biosolids.

MEETINGS

GHD will attend the meeting with the City of Watertown to review the findings and results of the Phase 1B - Preliminary Design and Phase 2 – Scoping as outlined above.

REPORT PREPARATION

GHD will prepare a draft report for submission to the City of Watertown outlining the evaluation and recommendations completed for this project. The report will include estimated costs for each of the proposed phases as well as proposed schedule for implementation.

CFA FUNDING APPLICATION

GHD will assist the City of Watertown with preparation and submission of an application for funding the design and construction of this project through the CFA.

PROPOSED FEES

GHD proposes to complete the scope of services as outlined above on a lump sum basis for a total fee of \$26,900.

PROPOSED SCHEDULE

GHD will complete the scope of services as outlined above, including submission of the draft report, within 60 days of authorization to proceed.



Mr. Michael Sligar, P.E.
May 6, 2015
Page 4

GHD looks forward to continuing our work with the City of Watertown in the development and implementation of this very important project.

Sincerely,

GHD CONSULTING SERVICES INC.

A handwritten signature in black ink, appearing to read "Bruce G. Munn", is written over a horizontal line. The signature is fluid and cursive.

Bruce G. Munn, P.E., BCEE
Principal

BGM/dlr



Michael J. Sligar
Superintendent

Julie Bailey
Principal Account Clerk

Water Department **City of Watertown, New York**

Municipal Building, Suite 202
245 Washington Street
Watertown, New York 13601

Phone: (315) 785-7757
Fax: (315) 785-7738
Email: msligar@watertown-ny.gov

Aaron T. Harvill
Chief Plant Operator
Water Treatment

R. Mark Crandall
Chief Plant Operator
Wastewater Trmt

Kevin Patchen
Supervisor
Water Distribution

Date: May 14, 2015
To: Sharon Addison, City Manager
From: Michael J. Sligar, Superintendent of Water
Subject: **Sludge Disposal Process Modification Project**

In CY 2012 the City received a \$585,646 NYSERDA Grant to assist in the scoping and design of a modification to the Sludge Disposal Process at the City's Wastewater Treatment Plant (the WWTP). This is driven by the requirement imposed by the USEPA to upgrade our current incineration operations or as an alternative, discontinue the incineration process by March 21, 2016. The City opted to discontinue the incineration operations and modify the sludge disposal process to greatly enhance anaerobic digester operation, incorporate land application techniques for sludge disposal, reduce energy consumption at the WWTP, increase the production of digester natural gas, and incorporation of natural gas technologies to drive raw sewage lift pumps (further reducing the energy consumption of the WWTP). The project is ambitious, and from its conception has been presented by Staff and understood by the City Council that but for the continued success of securing grant assistance, the project could never proceed.

Up to now the City, in spite of attempts to the contrary, has not been successful in securing any additional funding necessary to continue beyond that enabled by the original 2012 grant.

During CY 2013 grant season, the City was eligible for an up to \$5 million grant and therefore proposed an initial Phase 1 of the project that was estimated to cost \$8 million with the City still left to find means to cover the \$3 million shortfall that would occur. The project was rejected as the awarding authority elected to focus on a greater number of smaller projects rather than a fewer number of larger ones. Unfortunately, during the CY 2014 grant season our project was ineligible and no application was possible.

The City moved to amend our agreement with NYSERDA such that the original submission could be subdivided further into yet smaller segments two of which are now referred to as Phase 1A and 1B. In March of this year, the City and NYSERDA finalized an amendment to the original agreement for the 2012 Grant award such that it now authorizes the financing for consultant engineering services necessary for the Phase 1A component of the overall project.

On April 30, 2015 Staff met with GHD (our engineering consultant) to review and certify contract drawings and specifications for Phase 1A at the 95% completion point. GHD was authorized to prepare finished drawings and specifications to gain regulatory approvals and to prepare the documents for contract bidding. The existing grant with the City's requisite co-pay continues to finance the work. While the existing grant as now amended will also assist in the contract administration and inspection of the subsequent construction, it is not structured to assist in the construction, installation and modification of equipment, and start up costs themselves (that is, the project construction costs). As of the 95% point of design, the total project construction cost is estimated at \$4.4 million.

I cannot recommend that we proceed at this point beyond the preparation of bidding documents and securing of the requisite Regulatory Permits. Rather, the following outlines what I would recommend as a course of action:

1. Phase 1A is at 95% design and soon will be at 100%. Phase 1B is scoped in a most crude sense and needs to have a preliminary design analysis conducted. This would expand what is established as Phase 1A, detail the total scoping of Phase 1B and offer a definitive engineering estimate of the cost of Phase 1B, and place the Phases 1A and 1B in context as it summarizes what the remaining phases would be. To that end, I have asked GHD to prepare a budget that would enable such a preliminary design analysis to be conducted (see attached).
2. With the Preliminary design document outlined in #1 above, submit two grant applications in the CY 2015 round:
 - a. The first for the construction and implementation of Phase 1A; and
 - b. The second to request assistance for the construction and implementation of Phase 2A.
3. I would delay any decision relative to the next step in the implementation of the Sludge Disposal Modification Project until we've received notice relative to the success of the above referenced grant applications.
4. There is no question that we will be unable to meet the March 21, 2016 deadline imposed by the Regulatory Agencies to decommission the incineration process, and a request for an extension of the deadline date will have to be sought. I recommend that this request for delay be offered in the context of a "preliminary request" with a supplement to the preliminary request for extension to be filed once the grant awards are announced. The supplement would, therefore, be quite definitive with a course of action that would not be limited by what is now an educated guess contingent upon the unknowns of the grant awards.

Res No. 11

May 27, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Approving Retention of Legal Services of
Bond Schoeneck & King, PLLC

Based on the results received of the Fire/EMS Study completed by the Center for Public Safety Management, LLC, I would like to negotiate with the Professional Firefighters Association for a successive union contract. As discussed with City Council on previous occasions, it will be necessary for us to retain the legal services of Bond Schoeneck & King, PLLC.

Attached for Counsel consideration is a resolution and the Agreement signed with the law firm.

RESOLUTION

Page 1 of 1

Approving Retention of Legal Services of
Bond Schoeneck & King, PLLC

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown has received results of the Fire / EMS study completed by the Center for Public Safety Management, LLC, and

WHEREAS the City of Watertown wishes to utilize this information towards successful negotiations with the Watertown Professional Firefighters Association for a successive union contract, and

WHEREAS to assist the City of Watertown in this effort, the services of Bond Schoeneck & King, PLLC, have been retained at the reduced public sector hourly rates as described in the attached agreement,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves the retention of Bond Schoeneck & King, PLLC, as described in the agreement signed by City Manager Sharon Addison, a copy of which is attached and made part of this resolution.

Seconded by

JONATHAN B. FELLOWS, ESQ.
fellowj@bsk.com
P: 315-218-8120
F: 315-218-8100

May 5, 2015

Ms. Sharon Addison
City Manager
City of Watertown
245 Washington Street
Watertown, NY 13601

Re: *Retention of Bond, Schoeneck & King, PLLC for Negotiations With
Watertown Firefighters Association*

Dear Ms. Addison:

This will confirm the City's retention of the law firm of Bond, Schoeneck & King, PLLC, for negotiations with the Watertown Firefighters Association at reduced public sector hourly rates of Three Hundred Fifty (\$350.00) Dollars for time of Terry O'Neill and myself; between Two Hundred Eighty-Five (\$285.00) and Three Hundred Twenty-Five (\$325.00) Dollars per hour for Senior Counsel and other partners' time; between Two Hundred Five (\$205.00) and Two Hundred Twenty-Five (\$225.00) Dollars per hour for associates' time; and One Hundred Fifty (\$150.00) Dollars per hour for paralegals and law clerks, plus reasonable expenses incurred.

Time will be billed in units of one-tenth of an hour. Payments will be due on a monthly basis. Printouts of how the actual time was expended will also be provided with the bills. The City shall advise Bond, Schoeneck & King, PLLC, in writing of any differences the City may have with any invoices within 30 days of receipt of the invoice. The City shall pay the undisputed portion of any invoice within 30 days of receipt of such invoice.

We anticipate that Terry O'Neill will be primarily responsible for this matter. He may be assisted by myself and other attorneys.

In addition to fees for legal services, the City will also be responsible for reasonable costs and expenses incurred. Such costs and expenses will include charges for messenger services, emergency secretarial overtime, photocopying, court fees, travel expenses, postage, long distance telephone (but not to any 315 area codes), computerized legal research, investigative searches and other charges customarily invoiced by law firms. Terry O'Neill will bill for travel time as if he were located in our Syracuse office. Extraordinary or significant out-of-pocket expenses (e.g., for transcripts, experts, arbitrators, or consultants) will be paid by the City directly to the provider of those services.

Ms. Sharon Addison
May 5, 2015
Page 2

The City may discharge us at any time. We may withdraw on written notification at any time with the City's consent, or for good cause without the City's consent. Good cause includes the City's breach of this agreement (including failure to pay any statement when due), refusal or failure to cooperate with us, or any fact or circumstance that would render our continuing representation unlawful or unethical. Such termination shall be subject to the ethical standards in the Rules of Professional Conduct.

While we seek to avoid and rarely have any fee disputes with our clients, in the event such a dispute does arise, the City has the right to seek arbitration pursuant to Rule 137 of the Rules of the Chief Administrator of the New York Courts to resolve it. In such event, we shall advise the City in writing by certified mail that it has thirty (30) days from receipt of such notice in which to elect to resolve the dispute by arbitration, and we shall enclose a copy of the arbitration rules and a form for requesting arbitration.

You acknowledge that you have read this agreement in its entirety, have had full opportunity to consider its terms, have had full and satisfactory explanation of same, and fully understand its terms and agree to such terms. You fully understand and acknowledge that there are no additional or different terms or agreements other than those expressly set forth in this written agreement. The agreement cannot be modified except by further written agreement signed by each party.

You acknowledge that you have read the attached Statement of Client's Rights and Responsibilities.

I encourage my clients to be fully informed about the status of their matters and the state of their accounts with us. To that end, I welcome any questions about the progress of the City's matters, the City's bills, or anything else that you may feel appropriate.

If you are in agreement with the foregoing and it accurately represents your understanding of the City's retainer with us, please execute the enclosed copy of this letter, along with a copy of the Board resolution authorizing its execution, and return them to me. Please retain a signed copy for your records. If not, kindly contact me immediately.

Ms. Sharon Addison
May 5, 2015
Page 3

We look forward to working with the City.

Very truly yours,

BOND, SCHOENECK & KING, PLLC


Jonathan B. Fellows

JBF/smb
Enclosure

AGREED AND ACCEPTED:

CITY OF WATERTOWN

By: Sharon Addison

Dated: 5/5/15

Res No. 12

May 29, 2015

To: The Honorable Mayor and City Council

From: Roxanne M. Burns, Council Member

Subject: Legislative Compensation

The attached Resolution is presented to City Council for consideration at tonight's meeting.

RESOLUTION

Legislative Compensation

Page 1 of 1

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the Mayor and City Council provide oversight and leadership necessary for the successful conduct of the City’s Government, and

WHEREAS previous Councils had opted to compensate elected officials through salary and benefits felt to be commensurate with the duties of the position, and

WHEREAS City-paid health insurance had been made a part of Councilmember compensation at one point in time, but was eliminated by resolution of the City Council dated February 17, 2004 “for reasons of economy and equity;” and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that Resolution No. 3 of February 17, 2004, which, by its terms, ended the City’s financial contribution toward health insurance premiums for elected officials, is hereby repealed.

Seconded by

RESOLUTION

Page 1 of 1

Legislative Compensation

Councilman BRADLEY, Stephen J.

Councilwoman BURNS, Roxanne M.

Councilman CLOUGH, Peter L.

Councilman LABOUF, Timothy R.

Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY
x	
x	
x	
Absent	
x	
4	0

Introduced by

Councilman Peter L. Clough

WHEREAS the Mayor and City Council provide the oversight and leadership necessary for the successful conduct of our form of government, and

WHEREAS previous Councils have opted to compensate elected officials through salary and benefits they thought were commensurate with the duties of the position, and

WHEREAS city-paid health insurance was a part of that compensation and never formally ended as part of an overall review of legislative compensation, and

WHEREAS the last review of legislative salaries was in 1989,

~~— NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that this Council authorizes the appropriation of monies necessary to fund health insurance for those Council members choosing to participate, through the current fiscal year (June 30, 2004). Council members' contribution will be per the current management plan, and~~

BE IT FURTHER RESOLVED that, for reasons of economy and equity, this Council wishes to significantly limit or end immediately effective July 1, 2004, city contribution ~~in whole or in part~~ towards health insurance for elected officials, and

BE IT FURTHER RESOLVED that the City Council hereby instructs the City Manager to ~~include in the proposed budget, salary recommendations that reflect a new policy on health insurance for elected officials and reflect the 15 years since the last compensation review, as well as the duties of the position. The Manager is instructed to seek input from the Mayor and City Council, as well as conduct whatever comparative analysis she deems appropriate, in order to make a recommendation on salary for city elected officials, since it has been 15 years since the last compensation review.~~

Seconded by Councilman Stephen J. Bradley

*Motion to amend was made by Councilwoman Burns, seconded by Mayor Graham and carried with a voting in favor thereof. (Strikeouts indicate amendments).

May 27, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Decommissioning Marshall Place and Jackson Street

On May 18, 2015, City Council discussed the process for decommissioning both Marshall Place and Jackson Street to alleviate the concerns expressed by the Northern Regional Center for Independent Living (NRCIL) in their letter of March 30, 2015.

General City Law (GCL) Section 29 provides a process which requires the proposed change to be referred to the Planning Board for a report and that a public hearing be held. As stated in City Engineer Justin Wood's attached report, this subject will be discussed at the June 2, 2015 City Planning Board Meeting.

Staff is recommending that Council set a public hearing for June 15, 2015 at 7:30 p.m.



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: 26 May 2015

TO: Sharon Addison, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Proposed Marshall Place and Jackson Street Decommissioning

At the direction of City Council at the April 6, 2015 meeting, the Engineering Department evaluated two traffic concerns on Marshall Place, expressed by the Northern Regional Center for Independent Living (NRCIL), via letter dated March 30, 2015.

The traffic concerns relate to:

1. Vehicle speed on Marshall Place, at the rear of 302 and 210 Court Street.
2. The lack of passable sidewalk along Marshall Place, between 210 and 170 Court Street, allowing patrons to access the rear of the building from Court Street.

A staff report was presented to City Council on May 18, 2015, outlining the recommended course of action to address the traffic concerns. The recommended course of action to address Concern #1 is to decommission Marshall Place and a portion of Jackson Street. By decommissioning them as official City Streets, we can post a 10 mph speed limit (below the minimum statutory speed limit of 30 mph for a street), and employ traffic calming measures, such as speed bumps, to reduce the speed of vehicles traveling along Marshall Place. City Council concurred with this approach, and directed staff to initiate the decommissioning process.

The process to decommission a City street follows General City Law (GCL) Section 29, and requires the proposed change to be referred to the Planning Board for a recommendation, and that a public hearing be held. The Planning Board will review the proposed action at its June 2, 2015 meeting. It is recommended that the public hearing be set for Monday June 15, 2015, at 7:30 pm, which will be after the Planning Board's June meeting. This will allow City Council to hold the Public Hearing and take formal action to decommission Marshall Place and Jackson Street.

Following official action by City Council, the Engineering Department will provide a sketch plan to DPW for the speed limit sign locations and speed bump specifications and locations for installation.

In regards to concern #2, for sidewalk access to the rear of 210 Court St., the Engineering Department is gathering field data in order to identify a rough order of magnitude cost estimate to widen the existing sidewalk along the building. An update will be provided to City Council once complete.

Cc: Ken Mix, Planning & Community Development Coordinator

May 27, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: City Owned Property – 158 Academy Street

The City acquired 158 Academy Street as the holder of the tax sale certificate. In the attached report from Shawn McWayne, Code Enforcement Supervisor, he is recommending demolishing the structure. Staff is seeking City Council's concurrence to proceed with demolition.



CITY OF WATERTOWN, NEW YORK
BUREAU OF CODE ENFORCEMENT

Suite 105, City Hall
245 Washington Street
Watertown, New York 13601-3380

Telephone (315) 785-7735
Facsimile (315) 785-7854

MEMORANDUM

DATE: May 13, 2015

TO: Sharon Addison, City Manager
Justin Wood, City Engineer
Jim Mills, City Comptroller

FROM: Shawn McWayne, Code Enforcement Supervisor *S*

SUBJECT: City Owned Property 156-58 Academy St.

Senior Code Enforcement Officer, Thomas Johnston, Jr., and I toured the structure and in my opinion it is beyond repair due to the black mold contamination. The black mold starts in the cellar and has progressed up to the 2nd floor. Approximately 75% of this structure is contaminated with this type of mold. The cost of rehabilitation would be cost prohibitive. The attached photos are included to give council some idea as to the condition of the structure.

If management or any member of the City Council would like to take tour the structure I will be glad to make arrangements. However, I do not recommend it.

In my opinion, the structure should be demolished as soon as possible.

If you have any questions, please contact me.

158 academy st. city owned property



158 Academy St.

Cellar

Black mold throughout



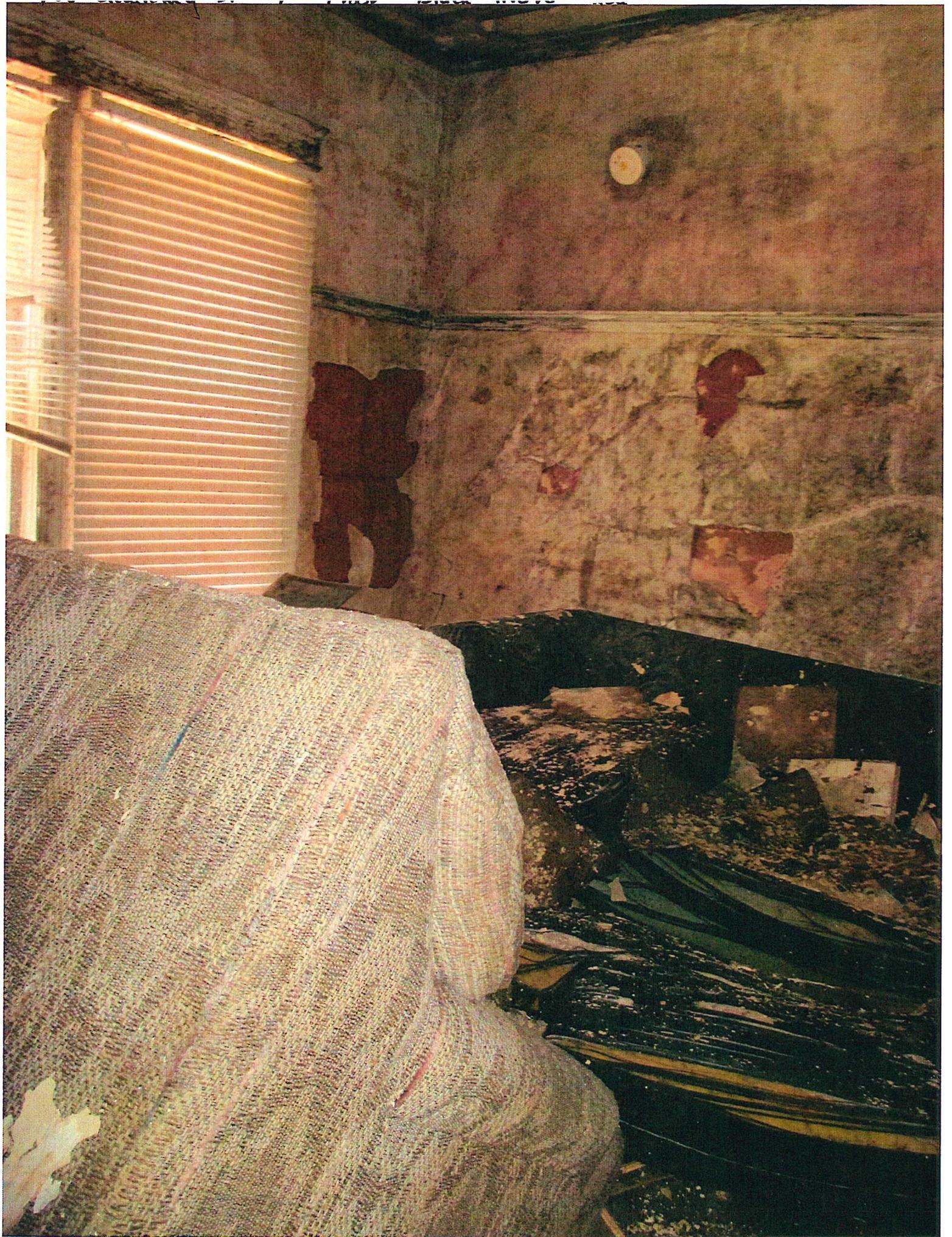
120 Academy St. Cellar



128 academy st.

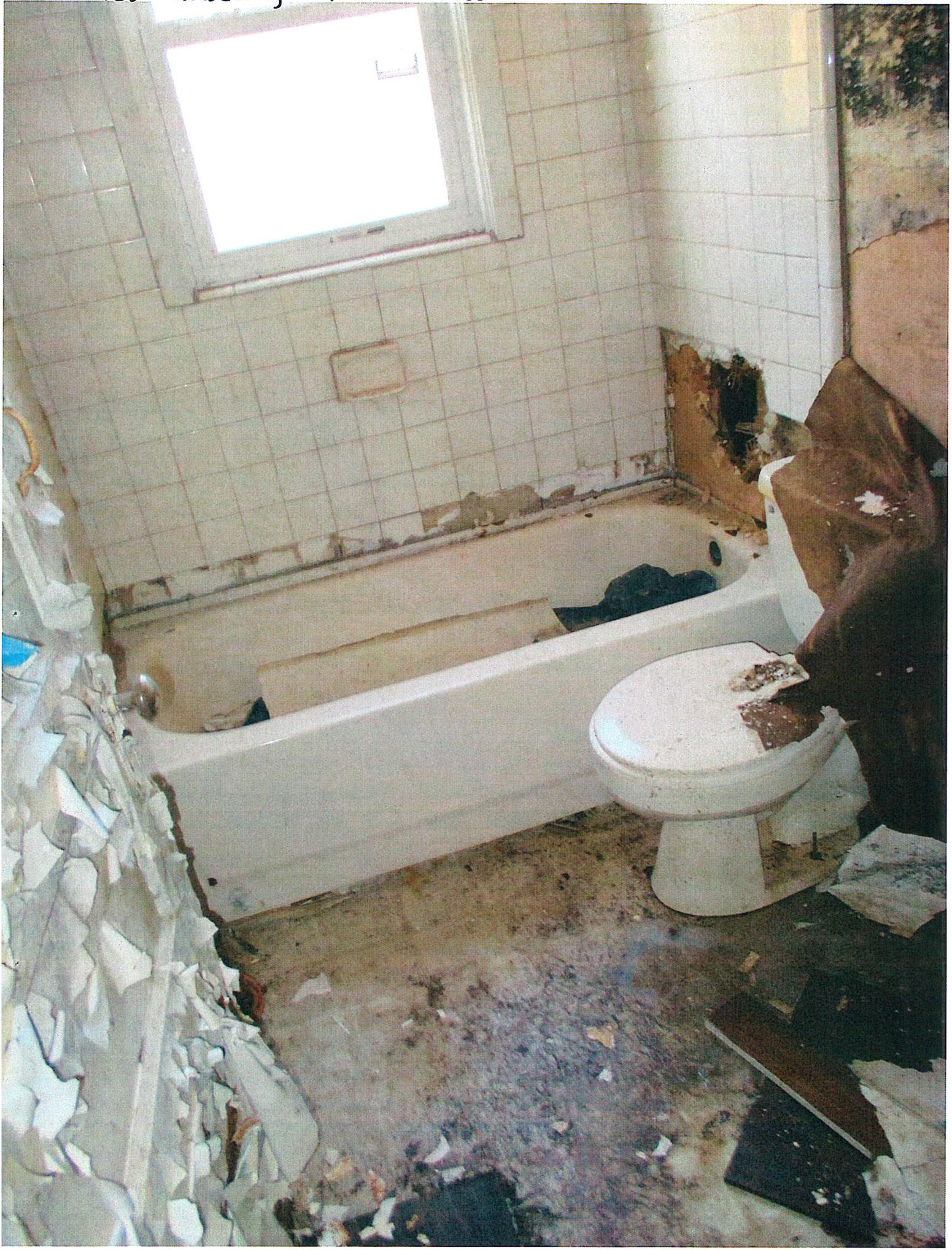
cellar

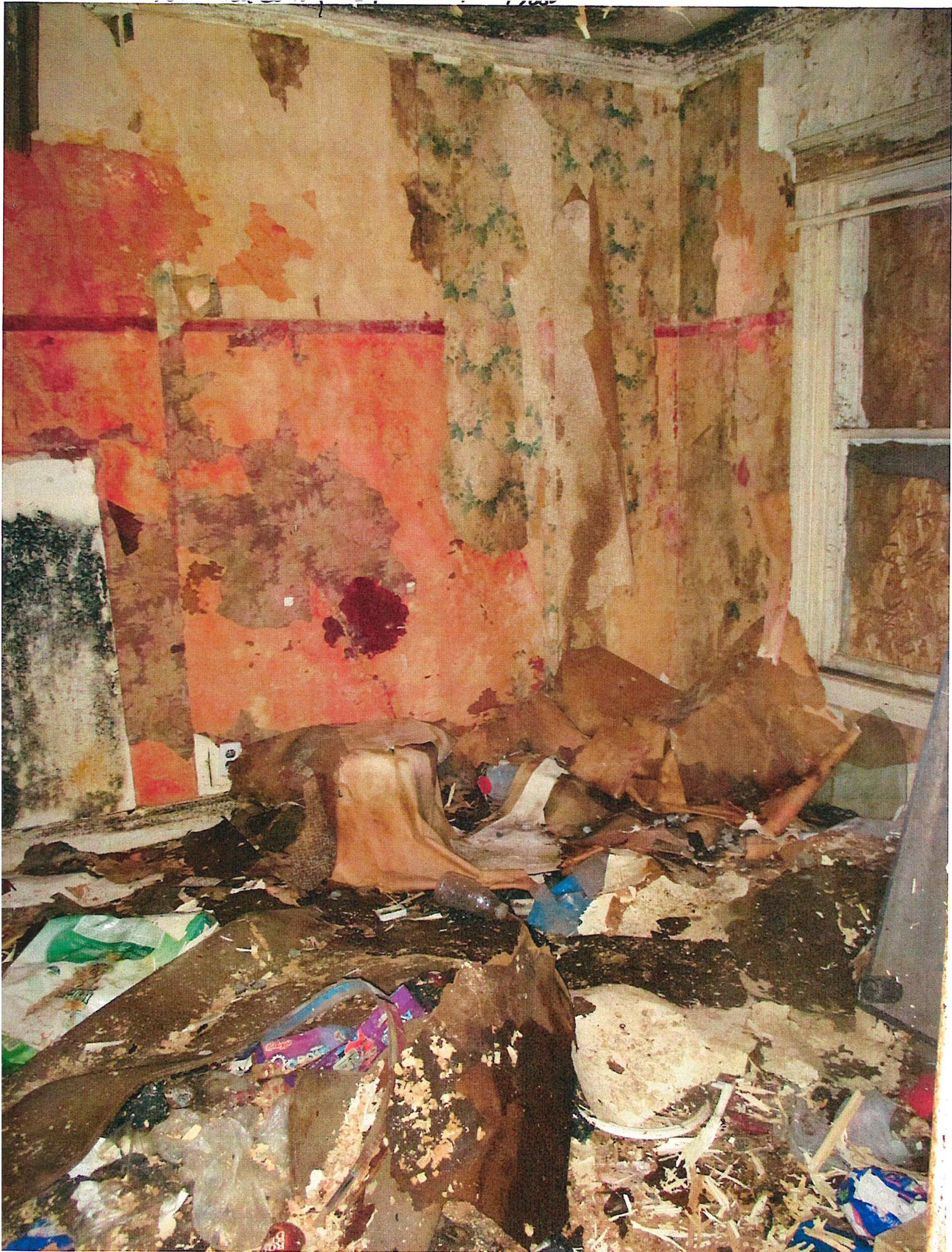






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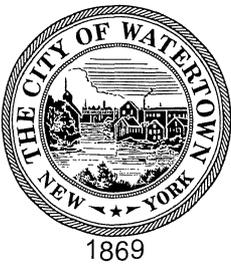












CITY OF WATERTOWN, NEW YORK

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Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus Sale of Bleachers - Parks and Recreation Department
DATE: 5/18/2015

On April 20, 2015, the City Council authorized the sale of surplus bleachers from the City of Watertown Municipal Arena. The items were put up for public auction on the Internet website Auctions International. The auction ran for two weeks, April 28, 2015 to May 12, 2015. A list of the items bid and the results are attached for your review.

Lot #	Description	Bid Amount
0001	Single Set, Seats 100	\$26.00
0002	Single Set, Seats 100	\$14.00
0003	Single Set, Seats 100	\$16.00
0004	Single Set, Seats 100	\$16.00
0005	Double Set, Seats 130	\$16.00
0006	Double Set, Seats 130	\$16.00
0007	Double Set, Seats 130	\$10.00
0008	Double Set, Seats 130	\$10.00
0009	Double Set, Seats 150	\$10.00
0010	Double Set, Seats 130	\$10.00
0011	Double Set, Seats 40	\$10.00
0012	Double Set, Seats 40	\$10.00
0013	2 sets of stairs	\$10.00

If you have any questions, please let me know.