

**MINUTES OF THE MEETING OF THE COUNCIL OF THE CITY OF
WATERVLIET
THURSDAY, FEBRUARY 15, 2007 AT 7:00 P.M.**

The meeting was called to order by Mayor Robert D. Carlson at 7:00 P.M.

Roll call showed that Mayor Robert D. Carlson, Councilman Charles J. Diamond and Councilman Michael P. Manning were present.

Also present from City Administration were: Mark Gleason; General Manager, Yorden C. Huban; Corporation Counsel, Bruce A. Hidley; City Clerk and Clerk to the Council, Robert A. Fahr; Director of Finance, Police Chief Ron Boisvert, David Wheatley; Deputy City Clerk, Jim Bulmer; Water Department Supervisor and Mark R. Gilchrist; Assessor/Bldg. Inspector. Fire Chief Brian Carroll and Christopher S. Daus; Recreation Supervisor were excused.

A motion was made and seconded to dispense with the minutes from the previous meeting.

The following agenda was presented to the Council by Bruce A. Hidley; City Clerk and Clerk to the Council.

RESOLUTION NO. 8091 – The Council of the City of Watervliet hereby authorizes Bruce A. Hidley; City Clerk to advertise once in the official newspaper that bids will be received up to 10:00 AM on Thursday, March 8, 2007, in the Council Chambers for the collection and disposition of garbage and/or certain recyclable materials within the City of Watervliet. Upon motion of Councilman Manning, seconded by Councilman Diamond, this Resolution was approved and adopted.

RESOLUTION NO. 8092 – The Council of the City of Watervliet hereby authorizes the transfer of \$13,000.00 from the Contingency Account (A1990.4000) to the City Clerk Payroll Account (A1410.1000) to increase the number of staff by adding a part time employee. Upon motion of Councilman Diamond, seconded by Mayor Carlson this Resolution moved into a discussion period. Councilman Manning asked if this Resolution was discussed at the February 1, 2007 Council Meeting? General Manager Mark Gleason stated that this item was discussed during the General Managers report to the Council. Council Manning then stated that the intent of his proposal was that it would not cost the City any additional money. General Manager Gleason explained that what he said was the City would not need to hire any additional staff that employee resources would be moved. Councilman Manning asked if this was additional in terms of the budget. General Manager Gleason explained that this is additional to the budget for the City Clerks Account. Councilman Manning asked why six weeks into the budget cycle we are adding staffing to the budget when it was not included originally. The second portion of the question is why this wasn't added during the budget discussions. General Manager Gleason noted that during the budget process a part time Clerk was not looked at. As the New Year came upon him it became apparent that part time help would be needed in the Clerk's Office. Mr. Gleason then defined the duties and responsibilities of the Clerk's Office. Councilman Diamond stated that the City should go back to the old days and consolidate offices

That way there is more than one person who could perform the duties needed for each job. Councilman Manning recommended that due to backup being needed in all the offices that the Council should think this through and possibly hire someone full time to backup all offices. The person should have computer skills especially the ability to convert paper documents to digital format. Mr. Gleason noted that the City has the hardware to convert paper documents to digital; the City's working forces just doesn't have the personnel to put the data in the digital system. Councilman Diamond stated that the Clerk's Office should be staffed and open to the public during City Hall working hours. Councilman Manning asked if there were any low cost options to this proposal such as hiring a student intern. Mr. Gleason explained that he did not look into this option because the City would have to hire additional staff. The idea was to shift current personnel resources. Councilman Manning asked who would be shifted. Mr. Gleason stated that the position would be filled by the administrator of the CDBG Program. Councilman Manning noted that it looks as if this job was being created due to the loss of grant money.

Upon conclusion of the discussion the Resolution was approved and adopted 2 Ayes and 1 Nay.

RESOLUTION NO. 8093– That the Council of the City of Watervliet hereby amends Resolution No. 8080 designating Polling Places in the City of Watervliet for the year 2007. Upon motion of Councilman Manning, seconded by Councilman Diamond this Resolution was approved and adopted.

RESOLUTION NO. 8094 – That the Council of the City of Watervliet hereby authorizes the transfer of \$11,000.00 from the Police Overtime Account (A3120.1002) to the Police Operational Supply Account (A3120.1002) for the Modular Computer Console Equipment. Upon motion of Councilman Diamond, seconded by Councilman Manning, this Resolution was approved and adopted.

There being no further business to come before the Council, the group adjourned to the floor to discuss City business.

ITEM #1 – Mark E. Gleason; General Manager discussed the snow storm with the Council. Mr. Gleason explained that this storm was the 5th largest for the month of February. The current total snowfall is approximately 20 inches. Mr. Gleason noted that the Department of Public Works Highway Garage began snow removal operations at 3:00 AM on Wednesday, February 14th and completed 10:00 PM. On Thursday, February 15th the snow removal began at 5:00 AM with a snow emergency declared in the City at 8:00 AM. Mr. Gleason also noted that the City's snow removal process was slowed by about 8 hours due to two trucks breaking down. Not having these trucks in service during snow removal created the 8 hour backlog. Mr. Gleason continued by stating he has had discussions with Waste Management regarding the trash removal. Waste management will attempt to pick up the garbage on Friday and Saturday.

Councilman Diamond asked if the city hired any independent contractors to remove the snow. Mr. Gleason explained that Dave Dressel; Highway Department Foreman didn't need any additional assistance from independent contractors. Councilman Diamond requested the General Manager to explain the red tag system of removing cars. Mr. Gleason provided a complete overview for the Council on the steps and procedures of the red tag system for removing vehicles during a storm. The Council requested the General Manager to set up a meeting with the applicable Department heads to discuss snow removal.

ITEM #2 – Mark E. Gleason; General Manager provided the Council with pictures of the Witches Tower area located off Western Avenue on Rt. 2 in the Town of Colonie. The pictures depicted what work has been done to clean the Witches Tower and upper dam area. Mr. Gleason explained that the upper dam area is used to control the runoff from the Town of Colonie. The Witches Tower collects water into it then runs out of the bottom of the tower into the lower dam runs through underneath the City into the Hudson River. Mr. Gleason noted that the rest of the cleaning will need to be done by an independent contractor as the City does not have the necessary equipment to complete the cleaning. Mr. Gleason has received one bid to do the work from Carver Contracting and will attempt to solicit to get other bids. The approximate cost for what needs to be done to complete the cleaning is \$26,000.00. Mr. Gleason stated to the Council that with their approval the funding for this project can come from the additional revenue from the Watervliet Arsenal. Councilman Manning asked if the City was told to get the cleaning done to meet any specific environmental requirements. Mr. Gleason explained that the City was not being forced to do this work, that it is required maintenance which should be done every two years. Mr. Gleason further stated that it has been 5 years since this project was done.

ITEM #3 – Mark E. Gleason; General Manager informed the Council that the Recreation Department is preparing for the 2007 Farmers Market season. Mr. Gleason explained that Christopher Daus; Recreation Supervisor attended a seminar about running and promoting a Farmers Market. While at the seminar Mr. Daus passed out literature to vendors in attendance about the City's Farmers Market. Mr. Gleason stated that the City is looking to expand and grow the Farmers Market activity. This year the City will charge each vendor approximately \$100.00 for the season. Last year there was no cost to vendors due the City trying this venture for the first time. The Farmers Market is located in Hudson Shores Park along the river.

ITEM #4 – Mark E. Gleason; General Manager discussed with the Council about the status of the White Goods pick ups in the City. Mr. Gleason explained that the City received a quote from D&G Enterprises of Queensbury, NY to purchase our white goods. D&G Enterprises quote noted that they will pay \$20.00 per ton for white goods. Their will be a dumpster located at the Department of Public Works Highway Garage. D&G Enterprises also explained that their company will pickup air conditioners and refrigerators at no cost. Mr. Gleason noted that this company has clients all the way to Long Island. Mr. Dressel has approached Freemans and their company did not respond.

Mr. Gleason stated that the pickup of white goods was a strong concern of the Council's during this year's budget cycle. The budget shows white goods as a \$10,000 expense. After consulting with Dave Dressel; Highway Department Foreman he figures the City may now generate revenue rather than an expense. Councilman Manning asked if the City will continue to pickup white goods on the streets under this proposal. Mr. Gleason stated that with the proposal from D&G Enterprises the City will not need to cut any services and could possible generate \$10,000.00 in revenue.

ITEM #5 – Councilman Manning asked General Manager Mark E. Gleason whether anything was being done regarding the PILOT Program. Mr. Gleason stated that Mark Gilchrist; Assessor/Bldg. Inspector, Yorden Huban; Corporation Counsel and himself have been looking at each of the PILOT participants obligations. There was a meeting with Swyer on February 14th additionally another meeting is scheduled with the personnel running VanRensselaer Village and meetings will be scheduled with all other PILOT participants. Mr. Gleason stated that it is very difficult to make any changes on PILOT's due to the vast knowledge the program participants have about this program. Mr. Gleason concluded by noting that he will have a full report for the Council sometime in March.

ITEM #6 – Councilman Manning asked if any of his fellow Council members reviewed the Council Rules Procedures distributed at the February 1, 2007 meeting. Yorden C. Huban; Corporation Counsel stated that there were comments on this proposal and that changes have been made to the original submitted. Mr. Huban explained that he will have the new proposal for the Council to review at the March 1, 2007 meeting.

ITEM #7 – Councilman Manning asked if any meeting have taken place with the Arsenal Partnership. Mayor Carlson noted that a meeting was scheduled for February 14, this meeting was cancelled due to the snow storm.

ITEM #8 – Councilman Diamond explained that he read in the newspaper that Mayor Carlson had implemented a Charter Review Commission. Councilman Diamond asked what the criterion was for this committee. Councilman Diamond stated that the members Mayor Carlson appointed were very balanced. Mayor Carlson explained that the Charter Revision Committee will follow very strict guidelines from the State of New York related to Charter changes. The Charter Revision Committee will meet throughout the year, conduct Public Hearings and bring the final revision to a public vote in 2008. Mayor Carlson noted that he will be seeking financial assistance for the Charter Review Committee. Councilman Diamond asked if there was some type of formula used to select the committee participants. Mayor Carlson stated that he picked members who were currently on the Economic Development Committee, business people, an attorney and a well balanced mix of males and females throughout the City. Councilman Diamond asked if after the Chairperson is picked from this committee if a report could be made to the Council on the committee's plan of action. Mayor Carlson will have the committee chair come to a Council Meeting after chosen.

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There being no further business to come before the Council, a motion was made and seconded for adjournment, the meeting was adjourned at 7:45 PM

Respectfully Submitted,

Bruce A. Hidley
City Clerk and Clerk to the Council