

# **City of Mount Vernon, New York**

*1 ROOSEVELT SQ. RM. 104  
CITY HALL, MOUNT VERNON, NEW YORK 10550  
& VIA FACEBOOK.COM/MOUNTVERNONNY*



## **Meeting Minutes**

**Tuesday, July 16, 2024**

**4:00 PM**

**MAYOR'S CONFERENCE ROOM - 1st FLOOR**

**Board of Estimate & Contract**

**Call to Order: At 4:10 PM by Chairwoman Mayor Shawyn Patterson-Howard**

**ADMINISTRATION OF THE AGENDA**

Invitation for Bid (Formal) Opening - ADA Accessible Elevator

Clerk Walters read the bid into record. ADA Accessible Elevator at Memorial Field, 431 Garden Avenue Mount Vernon, New York 10553. Notice of the bid was placed in the Journal News and on bidnet.com. Publication date of May 24, 2024 with a closing date of July 8, 2024.

Procurement Manager Keith Eversley, stated that two companies attended the site visit held on Wednesday, July 29th and expected those two companies to submit a bid, however, no submissions had been received by the closing date.

Mayor Patterson-Howard requested that the mail room be checked and report back, she also stated that this is an important project that has to get done, especially since there is adequate funding for the project.

**Roll Call:** Roll Call and reading of agenda items administered by City Clerk Tanesia M. Walters. Noticed in the Journal News.

Clerk Walters requested to take item #13 as Commissioner Holder is present and has a prior engagement to attend to shortly. All members agreed.

**PRESENT** Mayor Shawyn Patterson-Howard, Comptroller Darren Morton, and President Cathlin Gleason

**ABSENT** None

**OTHERS:** City Clerk, Tanesia M. Walters; Deputy City Clerk; Nicole J. Bonilla; Condell Hamilton, Assistant Comptroller; Johan Powelll, Deputy Corporation Counsel; Patrick Holder, Commissioner; Damani Bush, Commissioner; Hediye Mamak, First Deputy Commissioner; Keith Eversley, Purchasing Agent

**HELD ITEM FROM JULY 8, 2024 BOARD OF ESTIMATE SPECIAL MEETING**

13. [TMP -723](#)

**Attachments:** [Memorandum Concerning Proposed Labella Contract.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Commissioner Morton- Is this the item that came back?

**Response:** Commissioner Holder -Replied with yes. Further explained the issues that were aroused at the last meeting. Explained, the time and cost benefit of hiring a third-party company to conduct the inspections versus hiring staff and starting the lengthy training for them to become certified. Explained, that this assignment will go out for bid in September, while this contract will expire in December.

Mayor Patterson-Howard - Explained that inspections have not been done in over seventeen years and that these inspections are for public safety and landlord accountability.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

**RESOLUTIONS APPROVING ORDINANCES**

1. [TMP -656](#)

**Code:** LPW

**Attachments:** [Crown Waterproofing 2024.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Commissioner Morton -Why is this retroactive?

**Response:** Clerk Walters - This was initially passed by the City Council last year and was held at BOE due to a wrong budget code/line.

Mayor Patterson-Howard- Explained that the city is delinquent in payment.

Commissioner Bush- Explained that the request was initially an emergency and that he received three quotes.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

Permission granted by the board to take item # 12 after item #1.

12. [TMP -734](#)

**Code:** PSC

**Attachments:** [DOCUMENTDIGITALIZATION.pdf](#)  
[Mt Vernon C Phase 1 BF proposal 5-30-24.pdf](#)  
[Mt Vernon C Phase 2 BF proposal 5-30-24.pdf](#)  
[Mt Vernon C Phase 3 BF proposal 5-30-24.pdf](#)  
[Mt Vernon C Phase 4 BF proposal 5-30-24.pdf](#)  
[Mt Vernon C Phase 5 BF proposal 5-30-24.pdf](#)  
[Mt Vernon C Phase 6 BF proposal 5-30-24.pdf](#)  
[Mount\\_Vernon Building Department Phase 1](#)  
[11-23-22\\_REVISED\\_nd\\_JAapp\\_5.28.24.pdf](#)  
[Mount\\_Vernon Building Department Phase](#)  
[4\\_REVISED\\_nd\\_JAapp\\_5.28.24.pdf](#)  
[NYSID Cover Letter Mount Vernon Building Dept Phase 1 - 6](#)  
[2024.docx](#)  
[Mount\\_Vernon Building Department Phase](#)  
[2\\_REVISED\\_nd\\_JAapp\\_5.28.24.pdf](#)  
[Mount\\_Vernon Building Department Phase](#)  
[5\\_REVISED\\_nd\\_JAapp\\_5.28.24.pdf](#)  
[Mount\\_Vernon Building Department Phase](#)  
[3\\_REVISED\\_nd\\_JAapp\\_5.28.24.pdf](#)  
[Mount\\_Vernon Building Department Phase 1](#)  
[11-23-22\\_REVISED\\_nd\\_JAapp\\_5.28.24.pdf](#)  
[Mount Vernon NY Sole Supplier Letter 5.2024.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Mayor Patterson-Howard - Laserfiche?

**Response:** First Deputy Commissioner Mamak - Yes, this project will be so that the public can easily access their documents and send quickly via email.

Assistant Comptroller Hamilton - the project will be ARPA funded.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

2. [TMP -692](#)

**Code:** LPW

**Attachments:** [Resurfacing of Various Streets in the City of Mount Vernon 2024.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Council President Gleason-This is the final payment from the last bid. Is there a new bid?

**Response:** Commissioner Bush- Yes, the new bid is currently out now on bidnet.com and the city's website.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

3. [-TMP -693](#)

**Code:** LPW

**Attachments:** [Bridge Project Referral.pdf](#)  
[Bridge Project Resolution.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Commissioner Morton-What is the pricing?

**Response:** Commissioner Bush-The grant amount is \$4.5 million from Bridge NY, the city is required to match 5%, hence the \$50,000.

Council President Gleason -On the record, voted "nay" and wanted to apologize, it was a mistake.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

4. [TMP -698](#)

**Code:** PSC

**Attachments:** [SecureWatch Referral Letter](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** none

**Response:** Mayor Patterson-Howard - These tablets are rugged, they have built in internet access and will be used in the field, in police cars, so they can do all the paperwork onsite. This will avoid them having to come back to PD. Funding is available for the purchase. This purchase also satisfies a mandate from United States Department of Justice for mobile tracking in the field in real time.

Commissioner Morton requested a complete layout of the entire investment in public safety and PD over the last few years.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

5. [TMP -699](#)

**Code:** PSC

**Attachments:** [ARPA Funds Transfer Referral Letter](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

6. [TMP -708](#)

**Code:** HR

**Attachments:** [ncp leg letter.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** none

**Response:** Mayor Patterson-Howard - This partnership is to invest in our parks.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

7. [TMP -711](#)

**Code:** LPW

**Attachments:** [City Council HVAC Replacement-Declared Emergency.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** none

**Response:** Council President Gleason-Thank you to everyone involved in making Councilmember Browne's idea to move the meeting to the Memorial Room happen.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

8. [TMP -714](#)

**Code:** LPW

**Attachments:** [Arcadis - Amendment #3.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Mayor Patterson-Howard- Is this going out for bid?

**Response:** Commissioner Bush-We are currently working with a company to help conduct the bid for engineering services for the sewer rehabilitation system project.

Mayor Patterson-Howard-To build a workforce in Mount Vernon and to continue to do maintenance on our sewer systems, the company awarded the project needs to have staff and training for Mount Vernon residents. Every \$1 million creates sixteen livable wage jobs.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

9. [TMP -719](#)

**Code:** LPW

**Attachments:** [Transfer of Funds for S., Fulton Bridge BIN 2225220.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Mayor Patterson-Howard -Is this part of the fifty?

**Response:** Deputy Comptroller Hamilton- Yes, this is to transfer the fifty.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

10. [TMP -710](#)

**Code:** LPW

**Attachments:** [Various Public Works Construction Equipment Rentals.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Council President Gleason-Equipment rentals and something else?

**Response:** Commissioner Bush-it should be equipment rentals and construction equipment included together.

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

11. [TMP -733](#)

**Code:** LPW

**Attachments:** [NYCOM Fall Training.pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Commissioner Morton-what is the focus of this training?

**Response:** Council President Gleason-I made a recommendation and send an email because it would benefit the Comptroller's office.

Commissioner Morton-I received the email, this conference is more for mayors and finance. Will abstain because I do not have all the details.

approved

**Aye:** Mayor Patterson-Howard, and President Gleason

**Nay:** None

**Absent:** None

**Abstain:** Comptroller Morton

**SETTLEMENTS**

Motion to take items 14 - 18 as a block vote.

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

take items as block vote

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

14. [TMP -741](#)

**Attachments:** [Resolution settling the claim - Griffith Scott \(\\$100.00\).pdf](#)  
[Settlement of Claim - Griffith Scott \(\\$100.00\).pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** none

**Response:** none

approved

15. [TMP -737](#)

**Attachments:** [Settlement of Claim - Elvin Jones \(\\$200.00\).pdf](#)  
[Resolution - Settling the claim of Elvin Jones \(\\$200.00\).pdf](#)

approved

16. [TMP -743](#)

**Attachments:** [Settlement of claim - Wakefield Paint Fair Inc. \(\\$940.03\).pdf](#)  
[Resolution - settling the claim of Wakefield Paint Fair Inc. \(\\$940.03\).pdf](#)

approved

17. [TMP -736](#)

**Attachments:** [Resolution - Settling the claim of Derrick Hunt \(\\$1,000.00\).pdf](#)  
[Settlement of Claim - Derrick Hunt \(\\$1000.00\).pdf](#)

approved

18. [TMP -742](#)

**Attachments:** [Settlement of claim - Jaramillo Angie \(\\$2,926.00\).pdf](#)  
[Resolution settling the claim of claim - Jaramillo Angie \(\\$2926.00\).pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** none

**Response:** none

approved the Consent Agenda

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

**SALARY RESOLUTIONS**

Motion to take items 19 & 20 as a block vote.

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

take items as block vote

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

19. [TMP -745](#)

**Attachments:** [Salary Resolution - Building Clerk \(Department of Buildings\).pdf](#)

adopted

20. [TMP -747](#)

**Attachments:** [Salary Resolution - All Positions \(Department of Finance Account Clerk I\).pdf](#)

adopted

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** none

**Response:** none

approved the Consent Agenda

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

**ACCEPTING A PROPOSAL**

21. [TMP -746](#)

**Attachments:** [Request to Accept Proposal of Gallagher Basset as the Third Party Administrator for the City's Legal Claims.pdf](#)  
[Resolution - Accepting the Proposal of Gallagher Bassett .pdf](#)

**Moved:** Council President Gleason, **Seconded:** Commissioner Morton

**On the question:** Council President Gleason-(question directed to corporation council) What is the process

**Response:** Mayor Patterson-Howard-The RFP goes out, then we can enter into the contract, then it goes back to the city council for approval.

Commissioner Morton-then it goes back to BOE, because of the way the referral letter and legislation is written.

Council President Gleason-The prior contract expires on the 31st, our next meeting is in August.

Mayor Patterson-Howard-A special meeting might be required.

approved

**Agenda was concluded at 5:18 PM**

**Chairwoman Patterson-Howard asked if there was new business:**

Mayor Patterson-Howard-Work is progressing on the Fulton and 3rd Ave bridge.

**Motion to adjourn.**

**Moved:** Council President Gleason, **Seconded:** Mayor Patterson-Howard

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason

**Nay:** None

**Absent:** None

There being no other further business, the meeting was adjourned at 5:52 PM.

Nicole Bonilla, MBA  
Deputy City Clerk