

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

*1 ROOSEVELT SQ. RM. 104  
CITY HALL, MOUNT VERNON, NEW YORK 10550  
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## **Meeting Minutes - Final**

**Tuesday, April 1, 2025**

**3:00 PM**

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

**Board of Estimate & Contract**

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**Call to Order: At 3:00 PM by Chairwoman Mayor Shawyn Patterson-Howard**

**Roll Call:** Roll Call and reading of agenda items administered by City Clerk Nicole Bonilla. Noticed in the Journal News.

**PRESENT** Mayor Shawyn Patterson-Howard, Comptroller Darren Morton, and Danielle Browne Esq.

**ABSENT** None

**OTHERS:** Second Deputy Corporation Counsel Christine Lombard, City Clerk Nicole Bonilla, Assistant Comptroller Condell Hamilton

**ADMINISTRATION OF THE AGENDA****RESOLUTIONS APPROVING ORDINANCES**

() 1. [\*\*TMP\*\*](#)  
[\*\*-1251\*\*](#)

**Code:** LPW

**Attachments:** [Bonanza Contracting Letter](#)

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** Comptroller Morton - How was this procured?

**Response:** Mayor Patterson-Howard - this job was quoted under \$35,000.

Clerk Bonilla - Procurement procedure was requested by Councilmember Gleason, during the city council meeting and Deputy Corporation Counsel Powell believes that three quotes were received by DPQ.

Council President Browne - this process was done backwards, I will vote on behalf of the city council, but I do not agree with how this was executed.

Mayor Patterson-Howard - This job was at a time when the DPW Commissioner was on leave, the new Deputy Commissioner was only here for a few weeks and the Procurement Manager had only started a week prior. We will make sure that all parties are up to date on the city's procurement policy.

approved

**Aye:** Mayor Patterson-Howard, and Browne

**Nay:** Comptroller Morton

**Absent:** None

() 2. [\*\*TMP\*\*](#)  
[\*\*-1208\*\*](#)

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**Code:** HR

**Attachments:** [turf tank leg letter](#)

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

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3. **[TMP](#)**  
**[-1249](#)**

**Code:** PSC

**Attachments:** [Give Grant Acceptance Award Notice](#)

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

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4. **[TMP](#)**  
**[-1260](#)**

**Code:** PSC

**Attachments:** [SIMSI Sole or Single Source Exemption Request Form](#)

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

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5. [TMP](#)  
[-1262](#)

**Code:** PSC

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

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6. [TMP](#)  
[-1263](#)

**Code:** PSC

**Attachments:** [Request to Transfer Funds](#)

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

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7. [TMP](#)  
[-1288](#)

**Code:** FP

**Attachments:** [Comp2025-03 - Bond Ordinance to Finance Co](#)

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

### REQUEST TO MAKE PARTIAL PAYMENT - DEPARTMENT OF PUBLIC WORKS

(Department of Public Works: A 8.  
Resolution Authorizing Partial  
Payment No. 12 for Sewer System  
Rehabilitation - Phase 1 to  
National Water Main Cleaning  
Company - (\$305,780.46))

[TMP](#)  
[-1293](#)

**Attachments:** [RESOLUTION FOR PARTIAL PAYMENT N](#)  
[WATER MAIN CLEANING COMPANY FOI](#)  
[REHABILITATION PHASE 1 -\\$305,780.46](#)

**Moved:** Council President Browne, **Seconded:** Comptroller  
Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller  
Morton, and Browne

**Nay:** None

**Absent:** None

### RETAINER

(Engagement of Zarin & Steinmetz 9.  
as Special Counsel for Planning  
Board's Review of Land Use  
Applications)

[TMP](#)  
[-1283](#)

**Attachments:** [Engagement Letter from Zarin Steinmetz to Ca](#)  
[Use Special Counsel\)](#)  
[Referral Letter to the Board of Estimate & Con](#)  
[Engagement of Zarin Steinmetz as Special Co](#)  
[Board's Review of Land Use Application](#)  
[A RESOLUTION AUTHORIZING THE RETI](#)  
[STEINMETZ AS SPECIAL COUNSEL FOR](#)  
[BOARD'S REVIEW OF LAND USE A{PPLIC](#)

**Moved:** Council President Browne, **Seconded:** Comptroller  
Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller  
Morton, and Browne

**Nay:** None

**Absent:** None

### SALARY RESOLUTIONS

Motion to take items 10-12 as a block vote.

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

take items as block vote

**Aye:** Mayor Patterson-Howard, Comptroller  
Morton, and Browne

**Nay:** None

**Absent:** None

(LAW DEPARTMENT - CSEA 10.  
Minimum - Maximum, Foil  
Officer)

[TMP](#)  
[-1298](#)

**Attachments:** [SALARY RESOLUTION NO. 1 - \(MINIMUM  
FOIL OFFICER WITHIN THE DEPARTMEN](#)

adopted

(LAW DEPARTMENT - CSEA 11.  
All Positions, Foil Officer)

[TMP](#)  
[-1297](#)

**Attachments:** [SALARY RESOLUTION NO. 4 - \(ALL POST  
OFFICER WITHIN THE DEPARTMENT OF](#)

adopted

(DEPARTMENT OF PUBLIC 12.  
WORKS - ALL POSITIONS -  
(Stormwater Coordinator, EFC  
Funded and Assistant Engineer,  
EFC Funded))

[TMP](#)  
[-1299](#)

**Attachments:** [SALARY RESOLUTION NO. 14 \(ALL POST  
STORMWATER COORDINATOR, ASSISTA  
DEPARTMENT OF PUBLIC WORKS](#)

adopted

approved the Consent Agenda

**Aye:** Mayor Patterson-Howard, Comptroller  
Morton, and Browne

**Nay:** None

**Absent:** None

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**SETTLEMENTS**

Motion to take items 13-15 as a block vote.

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** none

**Response:** none

take items as block vote

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

(Settlement of the Claim of Geico 13.  
General Insurance Company a/s/o  
Richard Garth (\$3,000))

[\*\*TMP\*\*](#)  
[\*\*-1301\*\*](#)

**Attachments:** Referral Letter for the Settlement of Geico a-s-  
(\$3,000)  
[SETTLEMENT RESOLUTION FOR PROPER  
GEICO GENERAL INSURANCE COMPANY  
GARTH - \(2012 NISSAN ALTIMA\)](#)

(Settlement of the Claim of Nicole 14.  
Smith - (\$300,000))

[\*\*TMP\*\*](#)  
[\*\*-1302\*\*](#)

**Attachments:** Referral Letter for Settlement in the Case of Ni  
of Mount Vernon  
[SETTLEMENT RESOLUTION FOR NICOLE](#)

approved

(Settlement of the Claim of Geico 15.  
General Insurance Company a/s/o  
Nelcida Armand)

[\*\*TMP\*\*](#)  
[\*\*-1264\*\*](#)

**Attachments:** Referral Letter for the Settlement of Geico aso  
(\$15,000)  
[SETTLEMENT RESOLUTION FOR PROPER  
GEICO GENERAL INSURANCE COMPANY  
ARMAND - \(2014 LEXIS RX 350\) -](#)

approved

approved the Consent Agenda

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

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**TAX REVIEW SETTLEMENT**

(Settlement Resolution for 21st Mortgage Corp. - (\$722.57)) 16.

**TMP**  
**-1310**

**Attachments:** [Settlement Resolution for 21st Mortgage Corp.](#)

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

**On the question:** none

**Response:** none

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

**Agenda was concluded at 3:31pm.**

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

none

**Mayor asked for a motion to adjourn.**

**Moved:** Council President Browne, **Seconded:** Comptroller Morton

approved

**Aye:** Mayor Patterson-Howard, Comptroller Morton, and Browne

**Nay:** None

**Absent:** None

**There being no further business, the meeting was adjourned at 3:34 pm.**

**Nicole Bonilla, MBA**  
**City Clerk**