

City of Mount Vernon, New York

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



Meeting Minutes - Final

Tuesday, July 2, 2024

4:00 PM

MAYOR'S CONFERENCE ROOM - 1st FLOOR

Board of Estimate & Contract

Call to Order: At 4:09 PM by Chairwoman Mayor Shawyn Patterson-Howard

- Roll Call:** Roll Call and reading of agenda items administered by City Clerk Tanesia M. Walters. Noticed in the Journal News.
- 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; Deputy Comptroller Condell Hamilton; Deputy Corporation Council Johan Powell, Purchasing Director Keith Eversley

OPENING OF RFP: Specifications for Third-Party Claims Administration Services

Clerk Walters read the request for proposal aloud.

Purchasing Director Keith Eversley read the request for proposal into record. Note that (1) one proposal was received before the closing date and time.
read into the record

ADMINISTRATION OF THE AGENDA

RESOLUTIONS APPROVING ORDINANCES

Motion to take agenda items out of order, to start with #18, then #19.

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

approved

- Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason
- Nay:** None
- Absent:** None

MOTION TO: To amend resolution on the floor from 3 year to 1 year lease agreement.

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

approved

- Aye:** Mayor Patterson-Howard, Comptroller Morton, and President Gleason
- Nay:** None
- Absent:** None

18. [TMP -518](#)

Attachments: [Lease Referral Letter 6 Gramatan](#)

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

On the question: Mayor Patterson-Howard- Currently, proposed is a multi-year contract, 2- 3 year lease. Comptroller inquired about a one year lease option because we options city owned office space in the future. This space is for a confidential space outside of police department.

Response: Captain Goldman- With respect to a one-year option, it is available \$1,950 per month, including electricity. The same pricing as before, no change to the dollar amount.

approved as amended

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

Nay: None

Absent: None

19. [TMP -653](#)

Attachments: [A+ Technology Camera Referral Letter](#)

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

On the question: Mayor Patterson-Howard- only had a 1 year and we want to see if we can have multi-year since it's being funded by ARPA. Helps with DOJ's recommendations.

Response: Captain Goldman- I received an updated contract. We are finalizing with our vendor to have a merge price with a three year contract.

approved

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

Nay: None

Absent: None

1. [TMP -691](#)

Attachments: [NCL Referral Letter.pdf](#)
[Draft National Civic League Revision Process.pdf](#)
[Examples of Charter-Related Efforts of the National Civic League.pdf](#)
[Procurement Justification - NCL.pdf](#)

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

On the question: Morton-forgoing RFP?

Response: Council President Gleason- reached out to 7-8 companies and only 1 company was able to accommodate.

Chairwoman Boyd (virtually) -I wrote a justification and listed all the criteria on the procurement policy.

approved

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

Nay: None

Absent: None

2. [TMP -640](#)

Attachments: [Comm Vehicle Referral Letter.pdf](#)

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

On the question: Mayor Patterson-Howard- repairs on current vehicle is worth more than the car is worth. This is a heavy duty vehicle and chassis and will be used in emergency services and harsh weather. Pricing was compared and this vehicle is on state contract and the vehicle is available. Other vehicles are in the same price range, and we can get it immediately.

Commissioner Morton-this is just for a transfer, is there needs to be a resolution for the purchase.

Deputy Commissioner Hamilton - the name is wrong, but the account code is correct

Response: none

approved

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

Nay: None

Absent: None

3. [TMP -634](#)

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

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

4. [TMP -654](#)

Attachments: [Request for Approval to enter into contractual agreement with Woodard and Curran Letter.pdf](#)

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

On the question: Commissioner Morton-what is this for? When was the RFQ?

Response: Mayor Patterson-Howard-entering in contract for work on Hutch and around water infrastructure. They've done work at memorial field. We put out an RFP. We need more than just Arcadis. They've not always been responsive to Mount Vernon. We need another company to provide services and not just reply on Arcadis.

Deputy Commissioner Hamilton- Sometime in March, we have a copy on file.

approved

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

Nay: None

Absent: None

Motion to take five and six 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

5. [TMP -638](#)

Attachments: [Wakanda Co Sponsor.pdf](#)
[PD Response Wakanda 2024.pdf](#)
[PD Response 2.pdf](#)

6. [TMP -565](#)

Attachments: [buddy white.pdf](#)
[PD Response.pdf](#)

adopted

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

On the question: Council President Gleason-any cost to have police officer is on the event organizer and to clarify they requested auxiliary if available.

Response: Mayor Patterson-Howard- any police already scheduled in that area, can just check in.

approved the Consent Agenda

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

Nay: None

Absent: None

7. [TMP -690](#)

Attachments: [Defunding the zombie coordinator position.pdf](#)

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

On the question: Commissioner Morton- remind me?

Response: Mayor Patterson-Howard- this is funding two positions. The Clerk will serve as administrative person to help do the administrative paperwork involving inspections, most that have not been done in over fifteen years. Multifamily and vacant dwellings.

Council President Gleason-amount accurate?

Deputy Commissioner Hamilton -yes

Commissioner Morton - removing code enforcement officer, don't we need one?

Mayor Patterson-Howard- yes, but we desperately need a clerk. Dept of state is requiring us to do these building and fire inspections and it is time sensitive or else the County will take over and Mount Vernon won't have a building department.

Commissioner Morton- this is wrong legislation because there's no need to transfer funds. Cause it is the same budget. It needs to have a request to defund or decrease the position to fund another. Then there needs to be a salary resolution. We have to do a special BOE for the salary resolution.

approved

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

Nay: None

Absent: None

8. [TMP -599](#)

Attachments: [Tyler Referral Letter](#)

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

On the question: none

Response: none

approved

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

Nay: None

Absent: None

Motion to take five and six 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

9. [TMP -628](#)

Attachments: [Public Safety: Reduce Funding Computer Console](#)

approved

10. [TMP -626](#)

Attachments: [CreatePersonnelAssociate](#)

approved

11. [TMP -629](#)

Attachments: [Referral Letter - CRime Analyst](#)
[Crime Analyst Ordinance](#)

approved

12. [TMP -630](#)

Attachments: [Referral Letter - Records Clerk](#)

approved

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

#9 On the question: Mayor Patterson-Howard-needed 2 personnel and the budget only had 1. We have 2 officers doing the job making over \$100K, we have to fund the second position and put those officers back on the streets.

Response: none

#12 On the question: Mayor Patterson-Howard- the person hired has over then years and they go to the top step as per the CSEA contract.

Council President Gleason- Then why would we hire that person?

Response: Mayor Patterson-Howard-giving seasoned staff the oppportunity for upward growth and motion within the city. Workforce development opportunities.

approved the Consent Agenda

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

Nay: None

Absent: None

13. [TMP -648](#)

Attachments: [Comp Plan BRS Contract 2024 Referral Letter 6_20.pdf](#)

BRS - CUA Proposal Mt Vernon NY Planning Consultant REV 4JUNE24.pdf

DRAFT BRS Contract.6.20.24.pdf

BRS - CUA Proposal Mt Vernon NY Planning Consultant REV 4JUNE24.pdf

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

14. [TMP -694](#)

Attachments: [Referral Letter - Revised ARPA Budget for 2024.pdf](#)
[ARPA.pdf](#)

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

15. [TMP -696](#)

Attachments: [DOB Referral - Fee Schedule MultiDwelling Inspections_ June 2024.pdf](#)

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

On the question: Commissioner Morton-explanation.

Response: Mayor Patterson-Howard- because they have not been done the fees have not been updated. To be fair we created tiers for different size buildings based on the number of units. This will help cover the cost to fund the outside contract for inspections. Pricing is inline with surrounding cities.

Commissioner Morton- I will abstain because I do not have the prior fee schedule.

approved

Aye: Mayor Patterson-Howard, and President Gleason
Nay: None
Absent: None
Abstain: Comptroller Morton

16. [TMP -705](#)

Attachments: [Referral VxRail Support Contract Payment City Hall and PD from ARPA Budget Code H1680.203.C927 \(rev.6.26.24\).pdf](#)

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

On the question: Commissioner Morton-what is a VxRail Server?

Response: Mayor Patterson-Howard- This is the service contract with Dell?

Commissioner Morton- We have two current service calls that would cost us more than extending the contract.

approved

Aye: Mayor Patterson-Howard, Comptroller Morton, and President Gleason
Nay: None
Absent: None

TAX REVIEW SETTLEMENTS

17. [TMP -707](#)

Attachments: [Tax Review Settlement - Heidecorn Monroe Debra Heidecorn Goldman \(Revocable Trust\).pdf](#)

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

HELD ITEMS FROM JUNE 17, 2024 BOARD OF ESTIMATE MEETING

ADDED ITEM - Resolution for the Mayor

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

On the question: Commissioner Morton- What is this about?

Response: Deputy Corporation Council Powell -housing development fund corporation, filed in 1993 and they are making amendments to it. They need consent in order to do that. We are appointing you to make sure to check it and approve it.

approved

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

Nay: None

Absent: None

Agenda was concluded at 5:35 PM

Chairwoman Patterson-Howard asked if there was new business:

Commissioner Morton - we started union retro payments to active employees, we are working won retirees, two more payments made in the next few months, to be concluded in 2024.

We got draft for 2018 audit and are finalizing the comments to get 2018 out. Field work done for 2019, now working on analysis.

December 2024 to have up to 2020 completed, then the goal, 2021 and 2022 done first quarter of 2025.

Mayor asked for a motion to adjourn.

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

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 5:40 p.m.

Nicole Bonilla, MBA
Deputy City Clerk