

Agenda
Regular Council Meeting
Wednesday, December 8, 2021

Remote Zoom Format

6:30 p.m. – Caucus/Meeting to immediately follow
Live via Facebook @ <http://facebook.com/lackawannany/>

Meeting Called to Order/Pledge of Allegiance.

NB: Meeting being recorded.

Roll Call: Council: Ingram, Szymanski, Moretti, Surdyke, Marrano
Dept. Heads: Law, Development, Public Works, Public Safety, Comptroller, Recreation, PIO

Hearings from Citizens:

Approval of Minutes: of the regular meeting of November 22, 2021 and special meeting of December 2, 2021.

Departmental Reports:

1. **City Comptroller** - A/P Check Listing #16, dated November 18, 2021.
2. **City Comptroller** – A/P Check Listing #17, dated November 19, 2021.

Communications from Division/Department Heads:

3. **City Comptroller** – Requests the City Council review and approve the attached Form RS 2418 – Standard Work Day Resolution for Employees which establishes the standard work day hours for the City of Lackawanna’s employees.
4. **City Comptroller** – Requests the City Council approve the attached ordinance transferring \$20,000.00 for the purchase of the 2019 Freightliner Dump Truck as approved at the Council meeting on November 22, 2021. The actual cost is \$220,000.00, which is \$20,000.00 higher than the initial estimate.

(A) An ordinance amending the 2021-2022 Budget Ordinance adopted May 18, 2021 by increasing budget code A.5110.0201 Streets - Dump Truck by \$20,000.00 and appropriating \$20,000.00 of the City’s Fund Balance.

Tabled Items:

Old Business:

Adjournment:

Any items to be placed on the agenda must be received by the City Clerk’s Office by noon on the Wednesday before the scheduled meeting to be considered.

www.lackawannany.gov

CAROLYN NICOMETO
City Comptroller



DEPARTMENT OF ADMINISTRATION
AND FINANCE

Office of the City Comptroller

City Hall, 714 Ridge Road, Room 305
Lackawanna, New York 14218
716-827-6481

November 18, 2021

3

Honorable Frederic J. Marrano, President
Honorable Members of the City Council
714 Ridge Road
Lackawanna, NY 14218

Dear Council Members:

Please approve Form RS 2418 – Standard Work Day Resolution for Employees which establishes the standard work day hours for the City of Lackawanna’s employees. The prior RS2418 omitted the assessor position and this fulfills the City’s obligation to the NYSLRS.

If you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Carolyn A. Nicometo".

Carolyn A. Nicometo
City Comptroller

CAN

Cc: File

2021 NOV 18 AM 11:01

RECEIVED
LACKAWANNA CITY CLERK

Received Date

Standard Work Day Resolution for Employees*

Please type or print clearly
 in blue or black ink

Employer Location Code

2 0 0 2 5

See Instructions for completing form on reverse side

RS 2418

(Rev. 12/19)

BE IT RESOLVED, that the CITY OF LACKAWANNA, Location code 20025, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
CITY ASSESSOR	7.5

On this _____ day of _____, 20__

 (Signature of Clerk) Date enacted: _____

I, _____, clerk of the governing board of the _____
 (Name of Employer)

of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the _____ day of _____, 20__ on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of _____ members, and that _____ of such members were present at such meeting and that _____ of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I hereunto
 Set my hand and the seal of the

 (Name of Employer)

(seal)

*To be used for all employees. Please list Elected and Appointed Officials on the form Standard Workday and Reporting Resolution for Elected and Appointed Officials (RS2417-A).

For important information and instructions – See Back Page



Instructions for completing the Standard Work Day Resolution

A	B
Title	Standard Work Day (Hrs/day)
Accountant	8.00
Clerk	7.00
Bookkeeper	7.50
Data Collector	6.00
Secretary	7.25
Typist	7.50
Custodian	8.00
Laborers	8.00

Please note: the above table is a **sample**. The titles and values are for illustrative purposes only.

A. Title: You must establish a standard work day for each employee title (e.g. clerks, bus drivers, etc.) even if you do not have any full-time employees in that title. You may establish several standard work days for different positions. For example, all laborers may have an eight hour standard work day, all clerical workers seven and a half hours, and all custodial staff six hours. Employers may also establish several standard work days for the same title, depending if there are significant variances in the job duties.

B. Standard Work Day (Hrs/day): The minimum number of hours that can be established for a standard workday is six, while the maximum is eight. A standard workday is the denominator to be used for the days worked calculation; it is not necessarily always the number of hours an employee works. For example, if a clerk is only required to work three hours a day, the employer must still establish a standard workday between six and eight hours as the denominator for their days worked calculation.

Once the Resolution is passed, it must be kept on file by the employer and made available to the Retirement System upon request.

CAROLYN NICOMETO
City Comptroller



DEPARTMENT OF ADMINISTRATION
AND FINANCE

Office of the City Comptroller

City Hall, 714 Ridge Road, Room 305
Lackawanna, New York 14218
716-827-6481

November 23, 2021

4

Honorable Frederic J. Marrano, President
Honorable Members of the City Council
714 Ridge Road
Lackawanna, NY 14218

Dear Council Members:

Please approve the transfer of \$20,000.00 for the Purchase of the 2019 Freightliner Dump Truck as approved at the Council meeting on November 22, 2021. The original estimate budgeted to purchase the truck was \$200,000.00. The actual cost was \$220,000.00, which was \$20,000.00 higher than the initial estimate.

If you have any questions please feel free to contact Anthony DeSantis or myself.

Sincerely,

A handwritten signature in blue ink that reads "Carolyn A. Nicometo".

Carolyn A. Nicometo
City Comptroller

CAN

Cc: File

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RECEIVED
LACKAWANNA CITY CLERK

TOWN OF HORNELLSVILLE

Town Court:
P.O. Box 21, 6 Park Ave.
Hornell, New York 14843
Ph: 607-295-8207 Fax: 295-0007

Municipal Office:
P.O. Box 1, 4 Park Ave.
Arkport, New York 14807
Ph: 607-295-9660 Fax: 607-295-8015
www.townofhornellsville.com

Highway Office:
7756 Industrial Park Rd.
Hornell, New York 14843
Ph: 607-324-0106

Danny Broughton, Supervisor
Jessica LaFrance, Town Clerk/Tax Collector
Lisa Cuddeback, Deputy Town Clerk
James Giglio, Councilman
Robert Mauro, Councilman
David Oakes, Councilman
Trisha Gianni, Councilman

Jason Emo, Hwy Supt.
Katherine Gabriel, Assessor
Robert Mooney, Codes Officer
Debra Castle-Harvey, Bookkeeper
Richard Scavo, Justice
Erik Werner, Justice
Madeleine Seaman, Court Clerk

PURCHASE AGREEMENT

This Agreement made this 11/17/2021 day of November 2021 between the Town of Hornellsville, 4 Park Avenue, P. O. Box 1, Arkport, New York 14807 hereinafter referred to as "Seller" and the City of Lakawanna, 714 Ridge Road, Lackawanna, NY 14128, hereinafter referred to as "Buyer".

The parties hereby agree as follows:

1. Seller agrees to sell and Buyer agrees to purchase a 2019 Freightliner Dump truck VIN 1FVHG3DV5KHKH7740 hereinafter referred to as "the vehicle".
2. Buyer shall pay Seller the sum of \$220,000 for the above described vehicle.
3. Buyer shall take possession of the vehicle immediately upon payment of the purchase price set forth above.
4. Seller shall ensure that the vehicle is delivered in the same condition as when last inspected by Buyer.
5. Seller represents and warrants that it has good and marketable title to the vehicle and full authority to sell said vehicle. Seller also represents that the vehicle is being sold free of any liens, encumbrances, indebtedness or liabilities.
6. Seller is selling the vehicle in "as is" condition and makes no representations regarding the value and condition of the vehicle.
7. Seller acknowledges that the vehicle is under a manufacturer's warranty and agrees to transfer said warranty to Buyer.
8. The Agreement represents the entire agreement between the parties and may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall constitute one and the same document.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date written above.

Town of Hornellsville

City of Lakawanna

By: _____

By: Opal Tofallo

ORDINANCE

4A

AN ORDINANCE AMENDING THE 2021-2022 BUDGET ORDINANCE ADOPTED MAY 18, 2021.

BE IT ENACTED by the City Council of the City of Lackawanna, New York as follows:

- SECTION 1. That the 2021-2022 Budget Ordinance adopted May 18, 2021 is hereby amended to increase budget code A.5110.0201 Streets Dump Truck from the General Fund Balance.
- SECTION 2. That the 2021-2022 Budget Ordinance is hereby amended to increase budget code A.5110.201 Streets – Dump Truck by \$20,000.00.
- SECTION 3. That the 2021-2022 Budget Ordinance is hereby amended to appropriate \$20,000.00 of the City’s Fund Balance.

THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY.

Dated: _____
Lackawanna, New York

APPROVED:

Annette Iafallo
Mayor

APPROVED
AS TO FORM AND SUFFICIENCY
Antonio Saverio

City Attorney

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RECEIVING
LACKAWANNA CITY CLERK