

Regular Council Meeting
Monday, July 10, 2023
6:30 p.m. – Caucus/ 7:00 p.m. Meeting
Live via Facebook@http://Facebook.com/lackawannany

Meeting called to order/Pledge of Allegiance.

NB: Meeting being recorded.

Roll Call: Council: Muflahi, Anderson, Moretti (E), Surdyke, Marrano
Dept. Heads: Law, Comptroller, Recreation, Public Safety, Development, Public Works, Public Information (E)

Hearings from Citizens:

Approval of Minutes: of the regular meeting of June 20, 2023.

Moved by Marrano seconded by Muflahi to adopt minutes of the regular meeting of June 20, 2023 as written.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Departmental Reports:

1. **City Comptroller** – A/P Check listing #43, dated 6/13/2023-6/15/2023.
2. **City Comptroller** – A/P Check Listing #44, dated 6/20/2023-6/22/2023.
3. **City Comptroller** – A/P Check Listing #45, dated 6/30/2023.
4. **City Comptroller** – Capital Check Listing #5, dated June, 2023.

Moved by Marrano seconded by Muflahi to receive and file Departmental Reports one through four.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Communications from the Mayor:

Requests Approval of the Proposal Hiring Rotella Grant Management at a Fee of \$2,400/month Plus Incidental Expenses.

7. To: Honorable Council President
Honorable City Council Members Muflahi, Anderson, Moretti and Surdyke

From: Mayor Iafallo

Re: Agenda Item for July 10th meeting

At the July 10th meeting of the Lackawanna City Council, I am asking that your honorable body approve the city's hiring of Rotella Grant Management at a fee of \$2,400/month, plus incidental expenses (\$28,800 a year).

Rotella has over 22 years of experience in providing comprehensive grant management services to municipalities including:

- **Grant Research** – developing a comprehensive list of applicable federal, state and private grant funding opportunities by project type and scope.

- Grant Writing – creating professional, timely and thorough grant applications within defined parameters of identified funding sources.
- Grant Administration – managing the disbursement process, timing and reporting requirements for approved grants as set forth by the funding source.

Most grants – especially those from federal and state sources – often include numerous complex and time-consuming steps before a grant application is accepted, evaluated and approved. With the current and expected future volume of economic development, public works and other city service projects in the pipeline, it is no longer efficient or feasible for city department heads to also manage grants.

Hiring Rotella will allow Lackawanna to onboard deep grants management expertise to assist the city without adding headcount – thus ensuring the city is able to take full and compliant advantage of all appropriate funding opportunities.

Attached is a letter from Rotella summarizing their grant management expertise. More information can also be found on the company's website at <https://rotellagrants.com/>.

If approved, this agreement can be terminated at any time with 30 day written notice.

*Mayor Annette Iafallo
City of Lackawanna
714 Ridge Road
Lackawanna, New York 14218*

RE: Grant Writing: Letter of Interest

Dear Mayor Iafallo:

I sincerely appreciated the opportunity to present our services to you last week.

The Rotella Grant Management Company would like to be considered as the City of Lackawanna's grant writing service. We would bring grant consulting services from the research, submission and administration of grants for your projects that could potentially save thousands of dollars for the taxpayers and allow its City Council to utilize grant moneys that are specifically targeted to the City.

With over 22 years of experience and a combined experience of over 100 years, our team has the ability to provide the best grant services as an integral part of the City's Team! Below are just a few examples of the grants application and administrative projects that we have worked on:

- *CFA, DOT/EFC/DOS/LWRP/DEC/EPA/EPF/CDBG/ESD/NYS Local Government/ Parks*
- *Economic Stimulus Grants/ Homeland Security, FEMA and JAG Grants/ Covid and FEMA related grants/ Community Block Development Grants/ Business & Industry Grants/ Water and Waste Disposal Loans and Grants/ Solid Waste Management Grants/ Community Facilities Grants/ Member Line Item Grants (DASNY/SAM etc.)/ Congressional Appropriations/ to name a few.*

The Team Focus: Grant Development, Application Development. Coordination with the Project Manager, City's engineering team, legal and financial departments as well as working with the City Council in the development and submission of grant application and most importantly the reimbursement of those expenditures. We working closely with the team, as well as the grant writing agency on all MWBE and SDVOB requirements to be sure the City is compliant with grant protocols.

Rotella Grant Management offers grant-writing processes that are much different than other grant writers or grant writing services by providing assistance from the beginning to the completion of each grant project. RGM would participate in the City's Capital Improvement Project development (CIP) list and review to assistance in budgeting future projects.

Grant Management: All grant projects need to be properly managed and coordinated through the many departments of the City. From City attorneys, department heads, project managers, as well as the financial department to make sure that reimbursements (from grants) have been made to the City. We provide tracking reports and a live “next step” reports to stay current on all activity with all grant projects.

Our fee would be \$2,400 per month (plus any postal expense if needed). This agreement can be terminated with a 30 day notice.

Sincerely, Bernie

Thank you in advance for your cooperation. Please contact me with any questions.

ANNETTE IAFALLO, MAYOR

Moved by Marrano seconded by Anderson to approve request.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Requests Approval of Lease Agreement Between the City of Lackawanna and the Varsity Gay League for the Use of Veteran’s Stadium.

6. To: Honorable City Council President
Honorable City Council Members
714 Ridge Road
Lackawanna, NY 14218

Honorable Members of the City Council:

I am requesting your Honorable Body to authorize the lease agreement between the City of Lackawanna and Varsity Gay League for the use of Veteran’s Stadium at 2960 South Park Avenue for use on each Monday between September 21, 2023 and November 6, 2023 for use by the Varsity Gay Kickball League. Varsity Gay League has operated in the City of Lackawanna with no issues of any sort. Varsity Gay League will provide proof of insurance. Attached is a copy of the lease agreement between the City of Lackawanna and Varsity Gay league which is identical to last year’s agreement except for updated dates and a raise in the lease price from \$500 to \$1,000. Thank you for your consideration.

Sincerely,

BRIAN LAKSO, DIRECTOR OF PARKS AND RECREATION

Moved by Marrano seconded by Anderson to approve request pending receipt of insurance binder.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Requests Approval for the Use of Veteran’s Stadium for a Charity Flag Football Event.

7. To: Honorable City Council
Honorable Council Members
714 Ridge Road
Lackawanna, NY 14218

Honorable Members of the City Council:

Kya Robinson is requesting your Honorable Body to authorize the use of Veteran’s Stadium for a Charity Flag Football event on Saturday, August 26, 2023 from 1:00 p.m. to 10:00 p.m. This event would not create a conflict with my department’s regularly scheduled activities.

Kya Robinson has provided a letter outlining her plans for the event, and will be providing proof of valid insurance.

Dear Honorable Council Members,

My name is Kya Robinson. I am looking to hold a Memorial Flag Football Event at Veteran's Stadium on August 26, 2023 from 1:00 p.m. until 10:00 p.m. in honor of our son Malik whom we lost on November 4, 2020 to an asthma attack.

All proceeds will be going to Camp Not-A-Wheeze, which is a camp that allows kids ages 7-14 with severe asthma to have camping experience with medical staff and volunteers present for their safety. This event is a family event and will consist of the following: flag football, hot dogs, pizza, basket raffle, music (at a respectable level), a sweets and beverage table and memorial shirts table. This event is an effort to raise enough money to help another family.

This field is the last place my son played with his brother and would be a fitting way to keep his light in this world. Thank you for your consideration.

Sincerely,

KYA ROBINSON

Moved by Marrano seconded by Surdyke to approve request, proof of insurance attached.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Requests Authorization for the Mayor to Sign and Execute a Contract with Miracle Recreation Equipment Company and Vortex Aquatic Structures International for Work Regarding the Splash Pad at Franklin Park.

8. To: Lackawanna City Council

714 Ridge Road

Lackawanna, New York 14218

Re: Installation of Splash Pad

Honorable City Council:

We have received pricing from Sourcewell Contract #010521-LTS for the installation of playground equipment for the Splash Pad located on Franklin Street. The price for the installation of said playground equipment is \$39,780.00. This pricing has been provided by Miracle Recreation Equipment Company.

National Purchasing Partners (NPP) has provided pricing for the Installation of the Splash Pad. NPP is a national cooperative procurement organization offering publicly solicited contracts to government entities nationwide. The pricing for the installation and site work for the Splash Pad is \$237,734.71.

Attached to this letter are copies of the quotes. Please let me know if you have any questions.

Very truly yours,

THOMAS NICOMETO, DIRECTOR OF PURCHASING

A copy of this information may be obtained by contacting the City Clerk's Office.

Moved by Marrano seconded by Anderson to approve installation of Franklin Street Splash Pad playground equipment by Miracle Recreation Equipment for the sum of \$39,780.00.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Moved by Marrano seconded by Anderson to approve installation and site work for the Franklin Street Splash Pad by Vortex Aquatic Structures International for the sum of \$237,734.71.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Requests Authorization for the Mayor to Sign and Execute a Contract with Galbo group for the Installation of the Bethlehem Park Hockey Rink Complex.

9. To: Lackawanna City Council
714 Ridge Road
Lackawanna, New York 14218

Re: Bethlehem Park Hockey Rink

Hon. City Council:

Attached is a proposal from GALBO Group for services for the above-referenced. I am requesting authorization for the Mayor to sign said project proposal.

The City received a \$33,000 grant and \$86,800 from ARPA has already been set aside. The work includes a hockey rink, coating of the court, milling and new fencing. All WMBE and MBE grant requirements will be met.

Very truly yours,

THOMAS J. NICOMETO, DIRECTOR OF PURCHASING

Moved by Muflahi seconded by Anderson to approve request.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

10. The City Clerk pulled item #10 from the agenda.

Requests Approval of Amended Proposal between the City of Lackawanna and Edmunds GovTech for the Installation and Maintenance of Computer Software for the City Clerk's Office.

11. To: Honorable Council President
Honorable City Council
714 Ridge Road
Lackawanna, NY 14218

Dear City Council Members,

I am requesting that your honorable body review and approve the attached proposal from Edmunds GovTech regarding software for the City Clerk's Office.

As per previous conversations, the software we currently utilize does not meet the needs of this office and should be replaced with a more compatible, modern user-friendly system.

The attached quote includes the one-time fees for the Clerk Complete Bundle and Professional Services-Implementation, and also the yearly Support Services-Maintenance.

There will be an additional charge to transfer data from the current system to Edmunds, I do not have that figure as yet, but that will be a necessary expense regardless.

Thank you for your time and consideration in this matter.

Respectfully,

JEFFREY P. DEPASQUALE, CITY CLERK

Moved by Marrano seconded by Anderson to approve request.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Communication from Citizens:

Requests Approval to Temporarily Close Magnolia Street Between Orleans and Lynn for a Block Party.

12. To: Lackawanna City Clerk

I am seeking temporary street closure on Magnolia Street Between Orleans St. and Lynn St. Between 11:00 a.m. to 11:00 p.m. for a block party. The event will include inflatables such as water slides and bounce houses.

BRIAN MURPHY, RESIDENT

Moved by Marrano seconded by Anderson to approve request, refer to Public Safety, Law Department and DPW.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Requests to Speak Before the City Council at Their Regular Meeting of July 10, 2023 Regarding Several Issues.

13. To: Lackawanna City Council

Re: Issues Pertinent to the First Ward of Lackawanna.

1. Point Street

- Drivers speeding in both directions, small children live on Point Street and on the corner of Ingham and Point Street. About 15 kids live in this area.
- Lack of Police Patrol on Point Street.

2. Well Street

- Currently used as a race track for ATVs, motor bikes, etc. (Also noise from them).
- Lack of Police Patrol.

3. Lackawanna Code(s) 159.5 A, B, C

- Clarification of procedures to report noise disturbances i.e. police and code enforcement.
- Police Response to call-ins for noise.

4. No bins for recycling

- Come on, do I really need to site the need? For starters – a cleaner city! Telling citizens to buy their own bin or use plastic bags has NOT worked. Grant money, Covid money, city expense?

I would like to address these issues with the Lackawanna City Council at their meeting on July 10, 2023.

Thank you for your time.

DONNA SILVONEK, RESIDENT

Moved by Marrano seconded by Muflahi to receive and file.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Business Registrations:

Bernardo M. Schifano, dba Schifano Transport, 195 Lehigh Street.

Moved by Marrano seconded by Muflahi to approve Business Registration.

Yeas: Muflahi, Anderson, Surdyke, Marrano

Carried 4-0

Tabled Items:

Old Business:

Adjournment:

Moved by Marrano seconded by Muflahi to adjourn meeting.

Yeas: Muflahi, Anderson, Moretti, Surdyke, Marrano

Carried 5-0