

Board of Estimate and Apportionment Meeting Agenda

Date: December 2, 2021
Time: 4:30 PM
Common Council Chambers
Virtual Attendance

1. Marianne Feeley is requesting approval for a subscription to an aerial imagery program called Nearmap and for the Mayor to sign the any related documents for this subscription.
2. Raelynn Bertholf is requesting the BOE to authorize the Treasurer to make the following transfer from the ARPA funds to cover plumbing costs associated with the Reservoir Restroom Capital Project.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.4785 ARPA Funds Restrooms	\$25,000	H.0764.900 Capitol- Reservoir

3. John Naumchik is requesting approval of the annual for the mayor to sign an agreement with the Orange County Office of the Aging.
4. Julisa Sierra is requesting the following budget transfer for repairs to 2012 Shuttle bus in the amount of \$4,000. It is required to bring bus up to regulations to pass state vehicle inspection.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
GA.5680.100	\$4,000	GA.5680.440

5. The Treasurer is requesting the approval of the annual renewal agreement with PERMA for their 3rd party administration services along with authorizing the Mayor to sign the agreement. Terms and conditions are the same as prior years.
6. The Treasurer is requesting the approval and for the Mayor to sign all agreements from Orange County Trust to install a Smart Safe system in the City's Finance Office. Orange County Trust will provide this service at no charge if the City's relationship balances are increased by \$3,500,000 in new or existing accounts.
7. The Treasurer is requesting the approval and for the Mayor to sign the agreement with Norcom Solutions for an annual contract for maintenance service on the City's desk telephone system in amount of \$5,648.

8. The Treasurer is requesting the following budget transfers:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.1900.910 Liability Insurance	\$3,400	A.1900.481 Telephone Exp
F.1900.910 Liability Insurance	\$1,150	F.1900.481 Telephone Exp
G.1900.910 Liability Insurance	\$1,150	G.1900.481 Telephone Exp

To fund the above contract for Telephone Maintenance

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
F.1900.910 Liability Insurance	\$3,420.85	F.1900.950 Taxes on City Property

To fund Tax Expense for properties not included in 2021 Budget

9. Chief Ewanciw is requesting that the City of Middletown Common Council approve the following transfers within our 2021 budget lines:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.3120.410 Uniform Allowance	\$5,000	A.3120.480 Office Expense

For the purchase of new dispatcher chairs that are in disrepair.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.3120.110 Part-time Officers	\$2,982	A.3120.200 Other Equipment

For the purchase of 2 new G5 AED machines to replace 2 units that are in disrepair.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.3120.410 Uniform Allowance	\$50	A.3120.454 Taxi Cab Permits

To cover the cost increase for 2021 taxi cab permits

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.3120.432 Background Investigation	\$1,000	A.3120.431 Chemical Analysis

To cover physicals and drug testing costs for new hires

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.3120.410 Uniform Allowance	\$7,000	A.3120.440 Camera Repairs

To cover the replacement for upgrades and repairs of the cell camera system, replacement of the antenna for OCCC camera system, and install new remote door lock for booking area.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.3120.410 Uniform Allowance	\$1,000	A.3120.433 Training

To cover the cost of the deposit for two trainings in 2022.

10. The Fire Department respectfully requests the Board of Estimate recommend and the Common Council approve a resolution to transfer the following monies within the 2021 Fire Department Operating Budget:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.3410.206 AFFF Foam	\$1,500	A.3410.400 Contractual Expenses

To cover fire reporting software, Toshiba expenses & background checks.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.3410.106 Overtime-Fire Inspector	\$5,000	A.3410.103 Overtime

To reclass to Overtime account.

11. The Recreation Department recommending the continuation of the Tri-State Geese Police for the Canadian Geese Control with a quote of 350.00/week for 2022, which is the same as last year. Their work last year met expectations in reducing the goose population in our parks.

RESOLVED, that the Common Council of the City of Middletown, NY, does hereby authorize the Mayor to sign the Tri-State Geese Police Contract to control the Geese Population in Watts Memorial Park, Maple Hill Park and Fancher Davidge Park and Davidge Park Expansion.

12. Jacob Tawil is requesting the following budget transfers:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
F.8330.458 Chemicals	\$2,000	F.8330.404 Lab Services

Transfer is needed to cover Lab Cost for the remainder of the year due to unexpected testing required at the Water Treatment Plant. Balance of account is currently at \$726.50 for remainder of the year.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.1490.479 Equipment Rental	\$900	A.1620.200 Other Equipment

Transfer is needed for unexpected replacement of the dishwasher in the Central Firehouse. Balance of account is currently at -\$599.00 for the remainder of the year.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.5110.100 Personal Services	\$5,000	A.5110.450 Materials & Supplies

Transfer is needed to cover unexpected Asphalt purchases for the Street Department. Balance of account is at \$0 for the remainder of the year.

13. Jacob Tawil is requesting the following budget transfers:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.8160.100 Pers. Svcs. - Sanit.	\$13,400	A.8160.417 Gas and Oil - Sanit.
F.8320.100 Pers. Svcs. - Pumping	\$4,700	A.8160.417 Gas and Oil – Pumping

Transfers are to cover fuel costs for City vehicles for the remainder of the year due to rising prices. Over the last 10 months unleaded fuel prices have risen \$0.94/gal and diesel prices have risen \$0.85/gal.

14. Jacob Tawil is requesting the following budget transfers:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
G.8120.100 Pers. Svcs. – Storm & Sanitary Sewer	\$8,000	G.8130.103 Overtime – WWTP

Transfer is needed due to necessary shift coverage due to cutting back on part time employee's hours worked, creating overtime at the plant.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
G.8120.100 Pers. Svcs. – Storm & Sanitary Sewer	\$9,000	G.8130.400 WWTP- Contractual Services

This transfer is to cover Tom McKelvey leaving part time City employment at the WWTP and joining JCO to be able to work 40 hours per week and to minimize unbudgeted overtime created by the retirement of Robert Andersen.

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
G.8120.100	\$500	G.9000.896
Pers. Svcs. – Storm & Sanitary Sewer		Meal Allowance

Transfer is needed due to the increase of overtime at the WWTP, the meal allowance account has also been overdrawn. We are respectfully requesting a transfer of funds from the Personal Service line G.8120.100, into the meal allowance line G.9000.896

15. Jacob Tawil is requesting the following budget transfers:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.8160.100	\$25,000	A.8160.440
Pers. Svcs. – Sanitation		Sanitation- Repairs to Equipment

This transfer is needed to cover necessary repairs to the carrier blade of Truck #16. This truck/packer will be used as a backup truck for the Downtown garbage pickup until new regulations are set in place. Then it will be used for yard waste pickup and as a general backup packer.

16. Jacob Tawil is requesting the following budget transfers:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>
A.5110.100	\$13,000	H.0747.201
Personal Services		Dodge Ram 3500

Transfer is needed to cover the price increase for 2 Dodge Rams that were budgeted for on Resolution 138-21 for the Cap Ex Plan. County Bid has increased from \$100,072 for 2021 models to a total of \$112,893.00 for 2022 models. 2021 models are no longer available

17. Water/Sewer Adjustments