

APPROVAL OF MINUTES

2022-360

Mark Franchi

Act on resolution dispensing with the minutes of the Regular Meeting held on Monday, October 24, 2022.

FIRST PUBLIC COMMENT PORTION

IDENTIFICATION OF CONSENT ITEMS

PERSONNEL ACTIONS

2022-361

Council as a Whole

Receive communication from the City Manager and act on resolution announcing the Personnel Actions for the City of Elmira, whereby Kristen M. Schussler, Big Flats, NY has been appointed to the position of Firefighter, effective October 24, 2022, at an annual salary of \$62,196; and Paul L. Jones, Jr., has elected to retire from his position as Firefighter, effective October 27, 2022, and placing same on file.

2022-362

Council as a Whole

Act on resolution extending appreciation to Paul L. Jones, Jr. for his services rendered to the City of Elmira as a Firefighter for the past 23 years and wish him well in his future.

RESOLUTIONS

2022-363

Mayor Mandell

Receive communication from the City Manager and act on resolution reviewing and adopting the attached Purchasing Policy and Procedure requirement under subparagraph 4 of Section 104-b of the General Municipal Law.

2022-364

Joseph Duffy

Receive communication from the Corporation Counsel and act on resolution designating the City as the lead agency that the sale of a portion of surplus City-owned property will not have an adverse impact on the environment and directing the Mayor to file a negative determination in connection with the sale of said portion

of property located adjacent to 467 W. Water Street to Cerio Properties, LLC in accordance with SEQR 6NYCRR, Part 617.12.

2022-365
Mayor Mandell

Receive communication from the City Manager and act on resolution authorizing the Mayor to execute quitclaim deed and all other title documents necessary conveying a portion of surplus City-owned vacant land adjacent to 467 W. Water Street to Cerio Properties, LLC for \$750.00.

LOCAL LAW

2022-366
Council as a Whole

Act on resolution adopting and enacting Local Law No. 4 of 2022 of the City of Elmira, New York to Amend Section 166-i of the Charter of the City of Elmira.

AGREEMENTS

2022-367
Brent Stermer

Act on resolution approving a SESAC proper performing rights license authorizing the City to use the copyrighted music of SESAC represented songwriters, music publishers, and composers at an annual license fee of \$1,025.00.

2022-368
Nan Moss

Receive communication from the City Manager and act on resolution authorizing the Mayor to execute an agreement between the Town of Baldwin and the City under which the City will enforce provisions of Article 7 of the Agriculture and Markets Law and provide housing for Town dogs brought to the City for the calendar year 2023, which the Town will pay the City \$2,750.00 by monthly payments of \$229.16; said agreement subject to Corporation Counsel approval.

2022-369
Brent Stermer

Receive communication from the City Manager and act on resolution authorizing the Mayor to execute an agreement with Dewittsburgh Housing Development Fund Corporation whereby the City shall provide additional police services at Heritage Park in consideration for the payment from Dewittsburgh of \$154,500.00 commencing January 1, 2023 and expiring December 31, 2023; said agreement subject to Corporation Counsel approval.

2022-370

Receive communication from the City Manager and act on

Tory Kitching

resolution authorizing the Mayor to execute an agreement with Chemung County whereby the City shall provide services to the County operating Youth Court and a full-time Fraud Investigator for Chemung County Department of Social Services not to exceed the consideration to the City of \$216,723.00 effective January 1, 2023 through December 31, 2023; said agreement subject to Corporation Counsel approval.

OVERTIME REPORTS

2022-371

Joseph Duffy

Receive communication from the City Manager and act on resolution reporting the overtime for the Elmira Fire Department for pay periods 18, 19, and 20 of 2022 in the amount of \$32,107.35.

AUDITS

2022-372

Nick Grasso

Act on Lead Hazard Reduction Grant Program Audit.

2022-373

Tory Kitching

Act on Anti Displacement Learning Network Grant Program Audit.

2022-374

Mayor Mandell

Act on Community Development Block Grant Program Audit.

2022-375

Brent Stermer

Act on American Rescue Plan Commercial Property Rehab Program.

2022-376

Nan Moss

Act on American Rescue Plan Lost Revenue Used Car Audit.

2022-377

Nick Grasso

Act on Audit.

SECOND PUBLIC COMMENT PORTION

CITY MANAGER REPORT

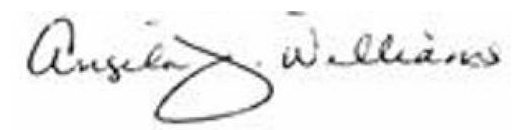
ADJOURN

2022-378

Mayor Mandell

Act on resolution to adjourn.

Respectfully Submitted,

A handwritten signature in black ink that reads "Angela J. Williams". The signature is written in a cursive style with a large, looping initial "A".

Angela J. Williams
City Clerk

Elmira City Council

Agenda Summary:	Act on resolution dispensing with the minutes of the Regular Meeting held on Monday, October 24, 2022.
Resolution Number:	2022-360
Sponsor:	Mark Franchi

ATTACHMENTS

[Beginning Nov 7.docx](#)

November 7, 2022

Minutes of the Council Meeting of the Council of the City of Elmira, New York, held at City Hall in said City of Elmira, this 7th day of November, 2022.

The Mayor called the meeting to order and presided.

The City Clerk called the roll.

PRESENT:

ABSENT:

RESOLUTION

NO. 2022- _____

By Councilmember: _____

RESOLVED, that the reading of the minutes of the Regular Meeting of this Council held October 24, 2022, be dispensed with and stand approved.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Elmira City Council

Agenda Summary:

Receive communication from the City Manager and act on resolution announcing the Personnel Actions for the City of Elmira, whereby Kristen M. Schussler, Big Flats, NY has been appointed to the position of Firefighter, effective October 24, 2022, at an annual salary of \$62,196; and Paul L. Jones, Jr., has elected to retire from his position as Firefighter, effective October 27, 2022, and placing same on file.

Resolution Number:

2022-361

Sponsor:

Council as a Whole

ATTACHMENTS

[Personnel Actions Nov 7.docx](#)

November 7, 2022

**FOR THE AGENDA
COMMUNICATION**

To the Honorable Mayor and Councilmembers

Dear Councilmembers:

This is to announce the personnel actions for the City of Elmira whereby:

SCHUSSLER, KRISTEN M.	Big Flats, NY, has been appointed to the position of Firefighter, effective October 24, 2022, at an annual salary of \$62,196.
JONES, PAUL L., JR.	has elected to retire from his position of Firefighter, effective October 27, 2022.

Respectfully submitted,

P. Michael Collins
City Manager

November 7, 2022

RESOLUTION

2022 - ____

By Councilmember: _____

RESOLVED, that the communication from the City Manager announcing the personnel actions for the City of Elmira whereby Kristen M. Schussler, Big Flats, NY has been appointed to the position of Firefighter, effective October 24, 2022, at an annual salary of \$62,196; and Paul L. Jones, Jr., has elected to retire from his position as Firefighter, effective October 27, 2022; and be it further

RESOLVED, that the personnel actions for the City of Elmira be received and placed on file.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Elmira City Council

Agenda Summary: Act on resolution extending appreciation to Paul L. Jones, Jr. for his services rendered to the City of Elmira as a Firefighter for the past 23 years and wish him well in his future.

Resolution Number: 2022-362

Sponsor: Council as a Whole

ATTACHMENTS

[Employee Thank You - Paul Jones.docx](#)

November 7, 2022

RESOLUTION

NO. 2022 - ____

By Council As A Whole:

WHEREAS, Paul L. Jones, Jr., has elected to retire from his position as Firefighter in the Elmira Fire Department, effective October 27, 2022; and

WHEREAS, Paul L. Jones, Jr., began working for the City of Elmira, on July 26, 1999; and

WHEREAS, Paul L. Jones, Jr., has been a dedicated and conscientious employee for the City of Elmira for the past 23 years.

NOW, THEREFORE, be it

RESOLVED, that the Elmira City Council hereby extend its appreciation to Paul L. Jones, Jr., for his services rendered to the City of Elmira and wishes him well in the future.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Elmira City Council

Agenda Summary: Receive communication from the City Manager and act on resolution reviewing and adopting the attached Purchasing Policy and Procedure requirement under subparagraph 4 of Section 104-b of the General Municipal Law.

Resolution Number: 2022-363

Sponsor: Mayor Mandell

ATTACHMENTS

[resolution purchasing policy & procedure 11.7.2022.doc](#)

[2021 City Purchasing Policy - amended electronic bid submissions 9.27.2021.doc](#)

November 7, 2022

FOR THE AGENDA
COMMUNICATION

To the Honorable Mayor and Council

Dear Councilmembers:

In accordance with section 104-b of the General Municipal Law, the City has a written Purchasing Policy and Procedure. Subdivision (4) of section 104-b mandates that the “governing board” shall annually review its policies and procedures.

Attached is a copy of the City’s current Purchasing Policy and Procedure. The following resolution confirms Council’s review and adoption of the Purchasing Policy and Procedure.

Respectfully yours,

John J. Ryan, Jr.
Corporation Counsel

November 7, 2022

RESOLUTION
NO. 2022 - _____

By Councilmember _____:

RESOLVED, that the communication from the Corporation Counsel regarding the City's current Purchasing Policy and Procedure, be received and placed on file; and be it further

RESOLVED, that pursuant to the requirement of subparagraph 4 of section 104-b of the General Municipal Law, the City Council of the City of Elmira, New York has reviewed and hereby adopts the attached policy and procedure.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

*Adopted by City Council August 8, 1994, Resolution 94-444
Revised December 17, 2001 by City Council Resolution 2001-415
Reviewed and Adopted by City Council May 3, 2004, Resolution 2004-141
Reviewed and Adopted by City Council October 16, 2006 - Resolution 2006-341
Reviewed and Adopted by City Council on December 21, 2009 – Resolution 2009-459
Reviewed and Adopted by City Council on December 6, 2010 – Resolution 2010-386
Reviewed and Adopted by City Council on October 22, 2012 – Resolution 2012-319
Reviewed and Adopted by City Council on October 21, 2013 – Resolution 2013-312
Reviewed and Adopted by City Council on November 3, 2014 – Resolution 2014-360
Reviewed and Adopted by City Council on July 29, 2015 – Resolution 2015-203
Reviewed and Adopted by City Council on September 6, 2016 – 2016-285
Reviewed and Adopted by City Council on August 7, 2017 – 2017-195
Reviewed and Adopted by City Council on September 4, 2018 – 2018-204
Reviewed, Revised and Adopted by City Council on July 6, 2020 – 2020-201
Reviewed, Revised and Adopted by City Council on September 27, 2021 – 2021-278*

2021 City of Elmira Purchasing Policy and Procedure

Section A – General Policy

1. The Purchasing Function shall operate under the direction of the City Manager, and according to the Inter-Municipal Agreement with Chemung County.
- 2 All rules, laws, policies, procedures, and regulations apply to all City Employees participating in the process / procedure of procuring goods and services.
3. The Purchasing Coordinator shall issue purchase orders for authorized requisitions which meet the criteria and standards set forth herein.

The Purchasing Coordinator and staff shall advise user departments in matters related to procurement methods, purchasing policies, and requirements. Pursuant to an Intermunicipal Agreement with the County of Chemung, the County's Purchasing Coordinator shall be the City's Purchasing Coordinator.

4. All Department Heads are responsible for reasonably anticipating the total annual expenditure for materials and services expected to be purchased for use by their department. These anticipated expenditure totals shall dictate the procurement method to be used in accordance with the policies and procedures outlined herein.
5. A Department requesting a purchase under a New York State or County Contract shall identify the contract number, contractor's identity, and specific items and their respective costs on each requisition using such contracts.

For the use of out-of-state shared contracts the following must be in place:

- The shared contract must be consistent with New York State law and made available for use by other government entities.
- A complete copy of the solicitation
- A copy of the evaluation which includes cost and / or price analysis and that the award determination was fair and reasonable.
- A copy of the award recommendation and the final contract.

****Purchase contracts and public works subject to competitive bidding will be awarded to the lowest responsible bidder, however, the City Council authorizes that purchase contracts may be awarded on the basis of best value, as defined in State Finance Law 163.**

6. A written justification along with documentation of any purchase contract awarded to or recommended to be awarded to other than the lowest responsible dollar offerer shall be kept on file with the purchase order. Possible acceptable justification would be: inability to deliver goods or services within the required amount of time, substandard or unsuitable materials being offered, or materials or services which do not meet the specifications or intent of the quotation, proposal, or bid.

7. Emergency purchases: An emergency purchase order may be issued by the Purchasing Coordinator up to the amount of \$10,000.00 at the request of a Department Head. Emergency requests exceeding \$10,000.00 must be approved by the City Manager. The following procedure will be followed:

The Department Head shall provide the Purchasing Coordinator with an explanation of the emergency situation and an estimated cost. Upon approval, the Department will process a requisition for same through the computerized purchasing system. In the absence of the Purchasing Coordinator, the City Chamberlain may approve an emergency purchase up to \$10,000.00, or in the event the amount would exceed \$10,000.00, the City Manager must approve. Emergency purchases will be reviewed by the City Manager. Emergency purchases exceeding the bidding threshold(s) must be approved by the Corporation Counsel.

8. The City Chamberlain shall approve all purchase requisitions for compliance with budgetary and accounting requirements prior to issuance of purchase orders by the Purchasing Coordinator or designee. The City Chamberlain shall audit all invoices issued against purchase orders prior to issuing payment.

9. The purchases of professional services are not subject to the procedures entailed in Sections B and C herein, but shall be solicited or obtained after review and conference by the Department Head, Purchasing Coordinator and the City Manager. Efforts will be made to obtain two to three written proposals for the required service, if possible. A purchase order contract may be issued for professional service contracts under \$10,000.00. Professional Service Contracts in excess of \$ 10,000.00 shall be awarded by the City Council and the contract reviewed and approved by the Corporation Counsel.

10. Any Purchase Requisition may be reviewed and /or rejected by the City Manager

11. The City Council shall review these policies and procedures annually.

12. Blanket Purchase Orders may be requested by the Department for purchases of routine supplies, materials, and services used by the departments. The Blanket Purchase Orders shall properly identify the various commodities /services which are anticipated to be purchased and the total annual amount expected to be required for each vendor's blanket order.

- a. Blanket orders for department requirements may be used to New York State, Chemung County, Shared Contract or Hospital Buying Group contractors if this method facilitates department operations. The blanket order shall be identified as such a contract on the Blanket Purchase Order request. Only items covered under the specified contract may be purchased against that order.
- b. Blanket orders shall not be utilized by departments for any single item or group of like items for which the annual total exceeds statutory bidding requirements.
- c. Purchases made against blanket purchase orders and payments made for such purchases are subject to review and audit. Abuses and /or misuse of the process by a department may result in cancellation of any or all of the department's blanket purchase orders and denial of future issuance of blanket purchase orders.

13. Electronic Receipt of Bids may be authorized by the bid specification and accepted in the designated electronic format. Submission in electronic format may not be required as the sole method for the submission of bids.

- a. The receiving device designated by the City of Elmira will be the e-Procurement software from Empire State Bid System and will be identified in the bid specification. The Empire State Bid System will, at a minimum:
 1. Document time and date of each bid received electronically;
 2. Authenticate the identity of the sender;
 3. Ensure security of the information transmitted;
 4. Ensure confidentiality of bid until the time and date established for opening the bids.
- b. Timely submissions of an electronic bid in compliance with instructions provided for such submission will be stated in the advertisement for bids and shall be the responsibility of each bidder. The City shall not incur any liability from delays or interruptions in the receiving device designated for the submission and receipt of electronic bids.

Section B: Purchasing Policy And Procedure For Procurement Of Materials And Supplies

Requisition Amount	Purchasing Authorization	Method Of Procurement (Exceptions Noted Below)
Under \$ 3,000.00	Department Head and Purchasing Coordinator	Departments to obtain one (1) to two (2) written quotations inclusive of all charges. Quotes will be guaranteed for thirty (30) days.
\$3,000.00 to \$9,999.00	Department Head & Purchasing Coordinator	Departments to obtain at least two written quotations inclusive of all charges. Quotes will be guaranteed for forty-five (45) days. The written quotes must be obtained by using the standard forms and be submitted to the Purchasing Coordinator <u>with the requisition</u>.
\$10,000.00 to \$20,000.00	Department Head & Purchasing Coordinator & City Manager	The Purchasing Department or originating department shall obtain three (3) written quotations, pricing inclusive of all charges, and guaranteed for sixty (60) days.
Over \$ 20,000.00	Department Head & Purchasing Coordinator & City Manager & City Council	Competitive sealed bids are required by NYS law for all purchases of any single item costing over \$20,000.00, or cumulative purchases over \$ 20,000.00 of any single item or type of item (ex: tires) in one calendar year. The City Manager shall request permission from City Council to go out for bids for all items in this category. Department requests must be submitted to the City Manager for review and conference by Purchasing Coordinator and City Chamberlain. Technical specifications shall be submitted to the Purchasing Coordinator for development of a formal bid. The final bid document shall be approved by the Corporation Counsel and the City Manager.

Exceptions to all the above procurement requirements are purchase contracts with vendors holding a NYS OGS Contract, a Chemung County or other authorized Shared Contract as defined by General Municipal Law 103, Preferred Source, or documented sole source.

FORMS FOR OBTAINING QUOTES AND PROPOSALS ARE ON THE CITY INTRANET

Section C: Policy And Procedure For Procurement Of Public Works And Building Service Contracts

Contract Amount	Purchasing Authorization	Method Of Procurement (Exceptions Noted Below)
Under \$ 7,500.00	Department Head & Purchasing Coordinator	The Department shall obtain a minimum of two written proposals inclusive of all charges <u>using standard city request for proposal form</u>. All proposals shall be submitted with the purchase requisition for approval. The standard legal requirements are stated on the City's proposal form, and vendors/contractors shall comply with these requirements. 1. Prevailing wage rates must be paid and documentation must be supplied to the Purchasing Department. Payment shall be withheld until the certified payrolls are provided. 2. General liability insurance of one-million dollars (\$1,000,000.00); (\$ 500,000.00 for contracts under \$ 1,000) per occurrence and a certificate naming The City of Elmira, it's officers and employees as additional insureds on a primary basis and worker's compensation coverage.
\$ 7,500.00 to \$ 19,999.00	Department Head & Purchasing Coordinator & City Manager	The Purchasing Department or the originating department shall obtain at least two written proposals using the Request for Proposal Form Requirements: same as above
\$20,000.00 to \$35,000.00	Department Head & Purchasing Coordinator & City Manager	The Purchasing Department or the originating department shall obtain three written proposals using the City's standard request for proposal form. The department shall provide a description of the work to be performed or services to be provided to the Purchasing Coordinator. Requirements: same as above Additional requirements: performance bond required in the form of: certified check or bank draft in the amount of 10% of the amount of the contract, or a performance bond in the amount of 100% of the amount of the contract, or an irrevocable letter of credit for the full amount of the contract.
OVER \$35,000.00	Department Head & Purchasing Coordinator & City Manager & City Council	Competitive sealed bids are required The City Manager shall request permission from City Council to go out for bids for all items in this category. Department requests shall be submitted to the City Manager for review and conference by Purchasing Coordinator and City Chamberlain.

Exceptions to all the above procurement requirements are purchase contracts with vendors holding a NYS OGS Contract, a Chemung County or other authorized Shared Contract as defined by General Municipal Law 103, Preferred Source, or documented sole source.

FORMS FOR OBTAINING QUOTES AND PROPOSALS ARE ON THE CITY INTRANET

SECTION D: PURCHASING FORMS**CITY OF ELMIRA REQUEST FOR QUOTATION**

Issue Date: _____

Quote Information	Vendor Information	City Information
Quote Due By: Date: Time:	Name: Address:	Quote Requested by: Department/Division: Address:
Delivery Time: _____ Days from date of order.	Contact Name:	Phone: Mobile Phone: Fax:
Award Based Upon: Low Total Gross Sum Quote or Lowest Quote for Each Item	Phone: Mobile Phone: Fax:	Ship To:

A. GENERAL CONDITIONS:

1. Quotations should be mailed, faxed, or hand delivered to the City Department and person listed above. The quotes must be received by the City on or before the due date and time. Late quotes will not be accepted. The City of Elmira has the right to reject any or all quotes and to waive technicalities if its best interest will be served thereby.
2. Submission of Quote: Bidders must submit their quote on this document. All pages of this document must be initialed and submitted. Quotes shall remain firm for thirty (30) calendar days for quotes less than \$3,000.00; for forty-five (45) calendar days for quotes between \$3,000.00 and \$9,999.00 and for sixty (60) days for quotes between \$10,000.00 and \$19,999.00 from the proposal due date.
3. Price Quotes shall include all shipping and handling, F.O.B. destination.
4. Delivery: Delivery shall be within the delivery time stated above.
5. Payment: Payment shall be made within forty-five (45) days of receipt and acceptance of bid items or receipt of the vendor's invoice, which ever is later.
6. Executory Clause: Any contract awarded as a result of this solicitation shall be deemed executory only to the extent of the monies appropriated and available for its purpose, and no liability on account therefore shall be incurred beyond the amount of such monies. It is understood that this solicitation, any resulting contract, or any representation by any public employee or officer, creates any legal or moral obligation to request, appropriate, or make available monies for the purpose of the contract.
7. Vendor Knowledge of Requirements: All vendors must carefully inspect this document and be fully aware of its requirements. Questions should be directed to the City employee listed above. The submission of a quote will be construed as evidence that the vendor has made such examinations and understands all conditions.

Form for Submission of Quotation				
Qty	Description	Unit Price	Total Price In Figures	Total Price In Words
<u>TOTAL GROSS SUM QUOTE:</u>				

NAME AND TITLE OF PERSON PREPARING QUOTE

BUSINESS ADDRESS AND TELEPHONE NUMBER OF PERSON PREPARING QUOTE

NAME OF PERSON, FIRM, OR CORPORATION ON WHOSE BEHALF QUOTE IS MADE

SIGNATURE OF PERSON PREPARING QUOTE

CITY OF ELMIRA REQUEST FOR PROPOSAL FOR PUBLIC WORK OR SERVICE

Issue Date: _____

RFP Information	Vendor Information	City Information
Proposal Due By: Date: Time:	Name: Address:	Proposal Requested by: Department/Division: Address:
Contract Time: Work to begin by: And complete on or before: Prevailing wage applicable: ___yes ___no	Contact Name: Phone: Mobile Phone: Fax:	Phone: Mobile Phone: Fax:

A. GENERAL CONDITIONS:

1. Intent: It is the City of Elmira's intent to award this contract to the proposer submitting the lowest responsible proposal. The City has the right to reject any or all proposals and to waive technicalities if its best interest will be served thereby.

2. Submission of Proposal: Proposals are to be submitted to the City Department and person listed above on or before the due date and time. Initial all pages of this document and return with the proposal. Include any other documents required in the technical specifications. No vendor contracts shall be signed or agreed to by the City.

a. Proposals shall remain firm for forty-five (45) calendar days from the proposal due date.

3. Insurance: The successful proposer shall provide insurance certificates, and /or other proofs of insurance to the City of Elmira Purchasing Department within one week of notification of award and prior to start of work as follows:

a. General Liability Insurance in the amount of one-million dollars (\$1,000,000.00); (\$500,000.00 for contracts under \$1,000.00) per occurrence and certificate naming the City of Elmira, its officers and employees as additional insured on a primary basis.

b. Workers Compensation: Proof of workers compensation must be provided.

4. Prevailing Wage Requirements (IF APPLICABLE): Contractor must pay workers according to NYS prevailing wage schedules applicable on the effective date of the contract. Pursuant to Section 220 (3-a) of the NYS Labor Law, the successful proposer to whom the City awards the contract, and any subcontractor performing work under said contract, shall submit to the City Purchasing Department a transcript of its original payroll records within thirty (30) days of the issuance of the contract (purchase order), and payroll records every thirty (30) days thereafter.

5. Issuance of Purchase Order - Notice to Proceed: Upon receipt of all required insurances and performance bonds, a purchase order will be issued to the successful contractor and this shall be the notice to proceed.

6. Payment: Payment shall be made within forty-five (45) days of completion and acceptance of the entire project or receipt of the contractor's invoice, which ever is later.

7. Executory Clause: This contract shall be deemed executory only to the extent of the monies appropriated and available for the purpose of the contract, and no liability on account therefore shall be incurred beyond the amount of such monies. It is understood that neither this contract nor any representation by any public employee or officer creates any legal or moral obligation to request, appropriate, or make available monies for the purpose of the contract.

8. Financial and Professional Qualifications: The City reserves the right to require the apparent low proposer to furnish evidence, including documentary evidence where deemed necessary, to establish proof of financial responsibility and ability to perform the contract, if awarded. The City reserves the right to conduct investigations as to the qualifications and financial position of the apparent low proposer to the fullest extent allowed by law. The City, in its sole discretion, shall determine financial and professional adequacy of proposer.

9. Proposer Knowledge of Requirements and Conditions: All prospective proposers must carefully inspect these proposal documents and the actual work site. The submission of a proposal will be construed as evidence that the proposer has made such examinations. Technical questions and /or appointments to tour the work site can be made by contacting the City employee listed.

The attached proposal is submitted by:

NAME AND TITLE OF PERSON PREPARING PROPOSAL

BUSINESS ADDRESS AND TELEPHONE NUMBER OF PERSON PREPARING PROPOSAL

NAME OF PERSON, FIRM, OR CORPORATION ON WHOSE BEHALF PROPOSAL IS MADE

SIGNATURE OF PERSON PREPARING PROPOSAL

Specifications and/or Description of Work attached:

City of Elmira, New York
Telephone / Verbal Quotation Summary

Department:_____ Division:_____

Supervisor:_____ Telephone:_____ Date:_____

Notes:

VENDORS			
Vendor Name			
Address			
City, State, Zip			
Contact			
Phone: Fax:			

Qty	Description:	Unit Price	Total	Unit Price	Total	Unit Price	Total
Totals:							

Section E – Federal Grant Administration Procedures

The City of Elmira does not have a centralized grants department, therefore it is the responsibility of each department obtaining a grant to administer, and be familiar with, all grant documents and requirements. For purposes of this policy, Department Head applies to the individual within a given department who will be responsible for the grant.

General Information

2 CFR Part 200 Subparts A-F “Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards” requires organizations to establish and maintain effective internal controls over federal awards.

To comply with 2 CFR Part 200 (subparts A-F), the City of Elmira implements the following policies and procedures, including, but not limited to:

1. Follow the current procurement policy and procedure document which reflects applicable State and Local laws and regulations. This policy will apply to Federal Grants where appropriate and will be subject to General Municipal Law and Uniform Guidance.
2. Procurement Standards. The type of purchase procedures required depends on the cost of the item(s) being purchased. NOTE: The City’s procurement policy is more restrictive than the federal purchase methods; departments must always follow the most restrictive policy.
 - a. Sealed Bid (Formal Advertising) – Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price. The Sealed bid method is the preferred method for procuring construction, if the following conditions apply:
 - 1) A complete, adequate, and realistic specification or purchase description is available;
 - 2) Two or more responsible bidders are willing and able to compete effectively for the business;
 - 3) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

- 1) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, the invitation for bids must be publicly advertised;
- 2) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to respond properly;
- 3) All bids will be opened at the time and place prescribed in the invitation for bids and must be opened publicly;
- 4) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
- 5) Any or all bids may be rejected if there is a sound documented reason.

- b. Competitive Proposal – The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:
 - 1) Request for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - 2) Proposals must be solicited from an adequate number of qualified sources;
 - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

The City may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

- c. Noncompetitive Proposals (Sole Sourcing) – Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and maybe used only when one or more of the following circumstances apply:
 - 1) The items is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the City; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.

3. Maintain oversight to ensure that contractors perform in accordance with the contracts terms, conditions, and specifications.

4. Standards of Conduct. No employee, officer or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent , any member of his or her immediate family, his or her partner, or an organization which employees or is about to employ any of the parties indicated herein, have a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents can neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. If the financial interest is not substantial or the gift is an unsolicited item of nominal value, no further action will be taken. However, disciplinary actions will be applied for violations of such standards otherwise.

5. Avoid acquisition of unnecessary or duplicative items. Consideration will be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach. The City will also analyze other means, as described in §200.318 of the Uniform Guidance, to ensure appropriate and economical acquisitions.

6. Use Intergovernmental Agreements or inter-entity agreement, where appropriate.

7. Use of Federal Excess and Surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

8. Suspension/Debarment. The City awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

- a. City Departments will be required to notify the Purchasing Department and Law Department that federal funding will be used for a certain procurement/contract.
- b. When requesting a written contract, the City Department will be responsible for running the Vendor/Contractor's name through the System for Award Management (SAM.gov) to determine any exclusion exists.
- c. Prior to issuing a purchase order using federal funds, the Purchasing Department will check SAM.gov to determine if any exclusion exists for the Vendor/Contractor.
- d. If a vendor/contractor is found to be suspended or debarred, the City will immediately cease to do business with the vendor.

9. Provide for full and open competition consistent with 2 C.F.R § 200.319. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

10. Utilize Time and Materials contracts when it has been determined, in writing, that no other contract type is suitable.

11. Settlements of Issues Arising Out of Procurements. The City is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the City of any contractual responsibilities under its contracts. Violations of the law will be referred to the local, state, or federal authority having proper jurisdiction. The City maintains protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency.

12. Maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (Including a cost or price analysis), and verification that the contractor is not suspended or debarred (to be supplied by Department Head).

13. Graphical Preferences Prohibited. The City shall conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographical preference. When contracting for architectural and engineering (A/E) services, geographical location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

14. Prequalified Lists. The City shall ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure

maximum open and free competition. Also, the City must not preclude potential bidders from qualifying during the solicitation period.

15. Solicitation Language will incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals. 2 C.F.R. § 200.319 (c) (1).

16. Take all necessary affirmative steps to ensure that minority businesses, women’s business enterprise, and labor surplus area firms are used when possible as described in §200.321.

17. Procured recovered materials in compliance with §200.322.

18. Perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold (\$150,000), including contract modifications. 2 C.F.R. §200.323(a).

- a. A cost analysis generally means evaluating the separate cost elements that make up the total price.
- b. A price analysis means evaluating the total price, without looking at the individual cost elements.
- c. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the Department Head must come to an independent estimate prior to receiving bids and proposals. 2 C.F.R. §200.323(a).
- d. When performing a cost analysis, the Department Head negotiates profit as a separate element of the price. To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor’s investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work. 2 C.F.R. § 200.323(b).
- e. The cost plus a percentage of cost and percentage of construction cost methods of contracting must NOT be used.

19. Federal awarding agency or pass-through entity review. The City will make available, upon request of the federal awarding agency or pass-through entity, technical specifications on proposed procurements where the federal award agency or pass-through entity believe such review is needed.

20. Bonding requirements (§200.325) for construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold (\$150,000), the City will require:

- a. A bid guarantee from each bidder equivalent to five (5) percent of the bid price.
- b. A performance bond on the part of the contractor for one-hundred (100) percent of the contract price.
- c. A payment bond on the part of the contractor for one-hundred (100) percent of the contract price.

21. Contract provisions (§200.326). The City contract must contain the applicable provisions described in Appendix II to Part 200.

Agenda Summary:

Receive communication from the Corporation Counsel and act on resolution designating the City as the lead agency that the sale of a portion of surplus City-owned property will not have an adverse impact on the environment and directing the Mayor to file a negative determination in connection with the sale of said portion of property located adjacent to 467 W. Water Street to Cerio Properties, LLC in accordance with SEQR 6NYCRR, Part 617.12.

Resolution Number:

2022-364

Sponsor:

Joseph Duffy

ATTACHMENTS

[resolution SEQR sale of portion of city property to cerio properties 471 W Water Street 11.7.2022.doc](#)
[SEQR form - sale of 471 w water st to cerio properties llc 11.7.2022.pdf](#)

November 7, 2022

FOR THE AGENDA
COMMUNICATION

To the Honorable Mayor and Council

Dear Councilmembers:

In conjunction with the proposed sale of a portion of surplus City-owned vacant lot adjacent to 467 West Water Street to Cerio Properties LLC, it is necessary for the Council to consider the environmental impact, if any, of the proposed sale of the subject property.

The following resolution designates the City as the lead agency; determines that the purchase will not have an adverse impact on the environment, and directs that a negative declaration be filed. This requirement is in accordance with New York State Environmental Quality Review Act (SEQR).

Respectfully yours,

John J. Ryan, Jr.
Corporation Counsel

November 7, 2022

RESOLUTION
NO. 2022 - _____

By Councilmember _____:

RESOLVED, that the communication from the Corporation Counsel regarding the proposed sale of a portion of certain City-owned vacant parcel adjacent to 467 West Water Street to Cerio Properties LLC, be received and placed on file; and be it further

RESOLVED, that pursuant to the State Environmental Quality Review Act, 6NYCRR, Part 617.6, the City Council of the City of Elmira designates itself as the lead agency; and be it further

RESOLVED, that the City Council of the City of Elmira, New York, finds, based on the facts and information presented, that the City's sale of a portion of said surplus City-owned lot will not have an adverse impact on the environment; and be it further

RESOLVED, that the Mayor is directed to file a negative determination in connection with the sale of the property located adjacent to 467 West Water Street measuring 15' in width and 134' feet in length and that such determination shall be filed in accordance with SEQR 6NYCRR, Part 617.12.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:			Telephone:	
			E-Mail:	
Address:				
City/PO:			State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.				
2. Does the proposed action require a permit, approval or funding from any other governmental Agency?			NO	YES
If Yes, list agency(s) name and permit or approval:				
3.a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, adjoining and near the proposed action.				
☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): _____ ☐ Parkland				

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____ _____	NO	YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation service(s) available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?	NO	YES	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☐ Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
16. Is the project site located in the 100 year flood plain?	NO	YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? ☐ NO ☐ YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: ☐ NO ☐ YES _____ _____	NO	YES	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO	YES
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____	NO	YES
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____	NO	YES
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: _____ Date: _____ Signature: _____		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency	Date
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

Elmira City Council

Agenda Summary: Receive communication from the City Manager and act on resolution authorizing the Mayor to execute quitclaim deed and all other title documents necessary conveying a portion of surplus City-owned vacant land adjacent to 467 W. Water Street to Cerio Properties, LLC for \$750.00.

Resolution Number: 2022-365

Sponsor: Mayor Mandell

ATTACHMENTS

[resolution SEQR sale of portion of city property to cerio properties 471 W Water Street 11.7.2022.doc](#)

November 7, 2022

FOR THE AGENDA
COMMUNICATION

To the Honorable Mayor and Council

Dear Councilmembers:

In conjunction with the proposed sale of a portion of surplus City-owned vacant lot adjacent to 467 West Water Street to Cerio Properties LLC, it is necessary for the Council to consider the environmental impact, if any, of the proposed sale of the subject property.

The following resolution designates the City as the lead agency; determines that the purchase will not have an adverse impact on the environment, and directs that a negative declaration be filed. This requirement is in accordance with New York State Environmental Quality Review Act (SEQR).

Respectfully yours,

John J. Ryan, Jr.
Corporation Counsel

November 7, 2022

RESOLUTION
NO. 2022 - _____

By Councilmember _____:

RESOLVED, that the communication from the Corporation Counsel regarding the proposed sale of a portion of certain City-owned vacant parcel adjacent to 467 West Water Street to Cerio Properties LLC, be received and placed on file; and be it further

RESOLVED, that pursuant to the State Environmental Quality Review Act, 6NYCRR, Part 617.6, the City Council of the City of Elmira designates itself as the lead agency; and be it further

RESOLVED, that the City Council of the City of Elmira, New York, finds, based on the facts and information presented, that the City's sale of a portion of said surplus City-owned lot will not have an adverse impact on the environment; and be it further

RESOLVED, that the Mayor is directed to file a negative determination in connection with the sale of the property located adjacent to 467 West Water Street measuring 15' in width and 134' feet in length and that such determination shall be filed in accordance with SEQR 6NYCRR, Part 617.12.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Elmira City Council

Agenda Summary:	Act on resolution adopting and enacting Local Law No. 4 of 2022 of the City of Elmira, New York to Amend Section 166-i of the Charter of the City of Elmira.
Resolution Number:	2022-366
Sponsor:	Council as a Whole

ATTACHMENTS

[resolution LL #4 of 2022 amend 166-i adoption 11.7.2022.doc](#)

November 7, 2022

RESOLUTION
NO. 2022 - _____

By Councilmember _____:

WHEREAS, a proposed Local Law entitled **“A LOCAL LAW No. 4 of 2022 of the City of Elmira, New York, to Amend Section 166-i of the Charter of the City of Elmira** was duly presented by Council as a Whole for a first reading at a Regular Meeting of this Council held on October 11, 2022, and at said meeting of this Council was duly received, ordered printed in the minutes, copies thereof in its final form having been upon the desks of members of the Council for at least seven (7) calendar days, exclusive of Sunday, prior to this day, and a public hearing having been duly held on October 24, 2022, before the Council upon public notice provided by law, and the said proposed local law having been read in its final form at this meeting;

NOW, THEREFORE, be it

RESOLVED, that said proposed Local Law entitled **“A LOCAL LAW No. 4 OF 2022 of the City of Elmira, New York, to Amend Section 166-i of the Charter of the City of Elmira”** and reading as follows, be and hereby is adopted and enacted, to-wit:

LOCAL LAW NO. 4 OF 2022

**TO AMEND SECTION 166-i OF THE
CHARTER OF THE CITY OF ELMIRA**

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

Section 1. Section 166-i is amended to read:

The said Elmira water board shall make, publish and enforce all needful bylaws, rules and regulations in relation to their own government and for the protection and operation of the water works, and all the property and appurtenances thereof, and in relation to the management thereof and the supply of water thereby, whether to individuals or corporations, and may alter and modify the same from time to time, and may fix a penalty not exceeding one thousand dollars (\$1,000.00) for the violation of any said rules and regulations. The city council

may aid enforcement by ordinance. The said water board may prosecute in its own name for all violations of said rules, regulations and ordinances. The bylaws, rules and regulations, and all amendments thereto shall be filed in the office of the water board and in the city clerk's office before they shall take legal effect. (L. 1950, ch. 535; L.L. No. 1988-1, § 1)

Section 2. Effective Date.

This Local Law shall take effect immediately upon adoption, publication, and filing with the New York State Secretary of State.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	



Agenda Summary: Act on resolution approving a SESAC proper performing rights license authorizing the City to use the copyrighted music of SESAC represented songwriters, music publishers, and composers at an annual license fee of \$1,025.00.

Resolution Number: 2022-367

Sponsor: Brent Stermer

ATTACHMENTS

[resolution SESAC performance license agmt 11.7.2022.docx](#)

November 7, 2022

RESOLUTION
NO. 2022 - _____

By Councilmember _____:

WHEREAS; performances of copyrighted music routinely occur at City events such as fireworks displays, parades, farmers' markets, concerts, and other City activities; and

WHEREAS, since much of the music is copyrighted, pursuant to Federal Copyright Law, the City, when using copyrighted music, is required to obtain proper licensing authorization prior to performance; and

WHEREAS, SESAC is a performing rights organization representing over 39,000 songwriters and music publishers; and

NOW, THEREFORE, the City Council of the City of Elmira, New York, does hereby approve a SESAC music performance license authorizing the City to use the copyrighted music of SESAC represented songwriters, music publishers, or composers at an annual license fee of \$1,025.00.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Agenda Summary:

Receive communication from the City Manager and act on resolution authorizing the Mayor to execute an agreement between the Town of Baldwin and the City under which the City will enforce provisions of Article 7 of the Agriculture and Markets Law and provide housing for Town dogs brought to the City for the calendar year 2023, which the Town will pay the City \$2,750.00 by monthly payments of \$229.16; said agreement subject to Corporation Counsel approval.

Resolution Number:

2022-368

Sponsor:

Nan Moss

ATTACHMENTS

[resolution town of baldwin article 7 services 2023 11.7.2022.doc](#)

November 7, 2022

FOR THE AGENDA
COMMUNICATION

To the Honorable Mayor and Council

Dear Councilmembers:

The Town of Baldwin and the City entered into an agreement whereby the City's Animal Control Department would provide Article 7 of the Agriculture and Markets Law of the State of New York services to the Town. The Intermunicipal Agreement will expire on December 31, 2022. The Town has requested that the City continue to provide Article 7 services for the calendar year 2023. In addition, the Town has requested the City Animal Control Department to provide housing for Town dogs brought to the City. In consideration for these services, the Town will pay to the City \$2,750.00 in monthly payments of \$229.16 for 2023.

The following resolution authorizes the City to enter into an Intermunicipal Agreement between the Town and the City for these additional services.

Respectfully yours,

P. Michael Collins
City Manager

November 7, 2022

RESOLUTION
NO. 2022 – _____

By Councilmember _____:

RESOLVED, that the communication from the City Manager regarding an Intermunicipal Agreement with the Town of Baldwin (“Town”) and the City of Elmira pertaining to the City providing additional animal control services encompassing enforcement of Article 7 of the Agriculture and Markets Law of the State of New York be received and placed on file; and be it further

RESOLVED, that the City Council of the City of Elmira, New York does hereby approve an Intermunicipal Agreement with the Town of Baldwin under which the City will enforce the provisions of Article 7 of the Agriculture and Markets Law of the State of New York in the Town and the City will provide housing for Town dogs brought to the City in accordance with the terms and conditions of said agreement for the calendar year 2023 and which the Town will pay the City \$2,750.00, to be paid in monthly installments of \$229.16; and be it further

RESOLVED, that the Mayor be and is hereby authorized to execute the Intermunicipal Agreement between the Town and the City; said agreement to be subject to the approval of the Corporation Counsel.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Elmira City Council

Agenda Summary:	Receive communication from the City Manager and act on resolution authorizing the Mayor to execute an agreement with Dewittsburgh Housing Development Fund Corporation whereby the City shall provide additional police services at Heritage Park in consideration for the payment from Dewittsburgh of \$154,500.00 commencing January 1, 2023 and expiring December 31, 2023; said agreement subject to Corporation Counsel approval.
Resolution Number:	2022-369
Sponsor:	Brent Stermer

ATTACHMENTS

[resolution dewittsburgh housing additional police services 2023 agmt 11.7.2022.doc](#)

November 7, 2022

FOR THE AGENDA
COMMUNICATION

To the Honorable Mayor and Council

Dear Councilmembers:

In previous years, the City entered into an agreement with Dewittsburgh Housing Development Fund Corporation (“Dewittsburgh”), a not-for-profit corporation, whereby the City agreed to provide additional police services for drug elimination purposes to the Dewittsburgh Housing area. The current agreement expires December 31, 2022.

In consideration for these services, Dewittsburgh has agreed to pay the City the sum of \$154,500.00 during calendar year 2023.

The following resolution authorizes the Mayor to execute a new agreement with Dewittsburgh Housing Development Fund Corporation for the year 2023.

Respectfully submitted,

P. Michael Collins
City Manager

November 7, 2022

RESOLUTION
NO. 2022 - _____

By Councilmember _____:

RESOLVED, that the communication from the City Manager regarding an agreement with Dewittsburgh Housing Development Fund Corporation for additional police services, be received and placed on file; and be it further

RESOLVED, that the Mayor be and is hereby authorized to execute an agreement with Dewittsburgh by which the City shall provide additional police services to Dewittsburgh in consideration for the payment of \$154,500.00, with the agreement commencing on January 1, 2023 and expiring on December 31, 2023; said agreement subject to the approval of the Corporation Counsel.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Agenda Summary:

Receive communication from the City Manager and act on resolution authorizing the Mayor to execute an agreement with Chemung County whereby the City shall provide services to the County operating Youth Court and a full-time Fraud Investigator for Chemung County Department of Social Services not to exceed the consideration to the City of \$216,723.00 effective January 1, 2023 through December 31, 2023; said agreement subject to Corporation Counsel approval.

Resolution Number:

2022-370

Sponsor:

Tory Kitching

ATTACHMENTS

[resolution County DSS full time & Youth Court 2023 agmt 11.7.2022.doc](#)

November 7, 2022

FOR THE AGENDA
COMMUNICATION

To the Honorable Mayor and Council

Dear Councilmembers:

The City and the County have previously entered into a contract whereby the City conducted the Youth Court, and the City provided a full-time police officer as a Fraud Investigator for the Department of Social Services. The current contract expires December 31, 2022. The City and County wish to renew this contract for calendar year 2023, which contract provides that the County will pay the City the sum of \$216,723.00 for these services.

The following resolution authorizes the agreement and further authorizes the Mayor to execute the agreement.

Respectfully yours,

P. Michael Collins
City Manager

November 7, 2022

RESOLUTION
NO. 2022 – _____

By Councilmember _____:

RESOLVED, that the communication from the City Manager regarding the agreement between the County of Chemung and the City of Elmira regarding certain services to be provided by the City in consideration for payment by the County, be received and placed on file; and be it further

RESOLVED, that the City Council of the City of Elmira does hereby approve the agreement between the County of Chemung and the City of Elmira effective from January 1, 2023 and terminating December 31, 2023, whereby the City shall provide to the County services consisting of the operation of the Youth Court and a full-time Fraud Investigator for the County Department of Social Services for a total consideration not to exceed \$216,723.00 for the year 2023 and be it further

RESOLVED, that the Mayor be and is hereby authorized to execute said agreement; the agreement to be subject to the approval of the Corporation Counsel.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Agenda Summary:

Receive communication from the City Manager and act on resolution reporting the overtime for the Elmira Fire Department for pay periods 18, 19, and 20 of 2022 in the amount of \$32,107.35.

Resolution Number:

2022-371

Sponsor:

Joseph Duffy

ATTACHMENTS

[RESOLUTION 0110722.docx](#)
[18-19-20 2022.docx](#)

November 7, 2022

FOR THE AGENDA

COMMUNICATION

To The Honorable Mayor and Council

Dear Council Members:

Attached is the breakdown of overtime pay earned by the personnel of the Elmira Fire Department for pay periods 18, 19, and 20 of 2022.

It is respectfully recommended that the City Council authorize the payment of \$32,107.35 for pay periods 18, 19, and 20 of 2022 to members of the Elmira Fire Department who actually were called upon to work these extra hours.

Respectfully submitted,

P. Michael Collins
City Manager

RESOLUTION
NO. 2022-_____

By Councilmember _____

RESOLVED, that the communication from the City Manager dated November 7, 2022 reporting the overtime pay for the Elmira Fire Department personnel during emergency situations for pay periods 18, 19, and 20 of 2022 be received and placed on file; and it be further

RESOLVED, that the overtime pay for pay periods 18, 19, and 20 of 2022 in the amount of \$32,107.35 be and the same is hereby approved for such work performed during emergency situations by members of the Elmira Fire Department.

ADOPTED BY THE FOLLOWING VOTE

AYES

NAYS

	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

**INTERDEPARTMENTAL CORRESPONDENCE
ELMIRA FIRE DEPARTMENT**

DATE: October 7, 2022

TO: P. Michael Collins
City Manager

FROM: Andrew J. Mallow
Fire Chief

RE: Overtime Pay 2022 Pay Periods 18, 19, and 20

Attached is the breakdown of accumulated overtime pay earned by personnel of the Elmira Fire Department for pay periods ending 8/28/22, 9/11/22, and 9/25/22.

Please include this pay in the amount of \$32,107.35 in the next City Audit.

Andrew J. Mallow
Fire Chief

AJM:ak
Attachments

**ELMIRA FIRE DEPARTMENT
2022
BREAKDOWN OF OVERTIME PAY PERIODS 18, 19, and 20**

<u>DESCRIPTION</u>	<u>HOURS</u>	<u>AMOUNT</u>
SICK	312.00	15,572.88
COVID-19 SICK	13.25	933.07
PERSONAL	120.00	6,453.84
CPR INSTRUCTOR	2.00	140.84
EMT CLASS	58.00	2,249.38
MANPOWER SHORTAGE	48.00	2,653.56
+FIRE RECALL	41.30	2,060.41
~HELD OVER	2.00	121.94
*FIRE WATCH	18.00	1,067.28
UNION BUSINESS	15.00	854.15

TOTAL	629.55	32,107.35
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+ FIRE EDA

~ END OF SHIFT CALLS

*** ELDRIDGE PARK FIREWORKS**



Agenda Summary: Act on Lead Hazard Reduction Grant Program Audit.

Resolution Number: 2022-372

Sponsor: Nick Grasso

ATTACHMENTS

[11-07-2022 audit \(LEAD\).doc](#)

November 7, 2022

CITY OF ELMIRA
COMMUNITY DEVELOPMENT- LEAD Hazard Reduction Grant
RESOLUTION NO. 2022-_____

Councilmember _____

RESOLVED, that the bills in the amount of **\$11,573.29** are hereby audited for payment for the LEAD Hazard Reduction Grant, November 7, 2022.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Acct. Name	Payee	Item	Amount
Payroll Expenses	Payroll	Payroll to be reimbursed to CDBG- not to exceed	\$2,800.00
Training	Environmental Education Associates, Inc	invoice # 17916	\$1,650.00
Relocation Expenses	City Chamberlain	invoice # 2022-00000071	\$3,410.00
Relocation Expenses	City Chamberlain	invoice # 2022-00000072	\$2,750.00
Telephone	City Chamberlain	invoice # 2022-00000069	\$31.28
Lead Testing	Eco-Testing Services LLC	invoice # 1137	\$600.00
Relocation Expenses	City Chamberlain	Clarion Charge	\$267.00
Mileage Reimbursement	See Attachment for additional Information	Mileage Reimbursement	\$65.01
		TOTAL	\$11,573.29



Agenda Summary: Act on Anti Displacement Learning Network Grant Program Audit.

Resolution Number: 2022-373

Sponsor: Tory Kitching

ATTACHMENTS

[11-07-2022 audit \(ADLN\).docx](#)

November 7, 2022

CITY OF ELMIRA
COMMUNITY DEVELOPMENT- ANTI DISPLACEMENT LEARNING NETWORK
RESOLUTION NO. 2022-_____

Councilmember _____

RESOLVED, that the bills in the amount of **\$58,092.50**, they are hereby audited for payment for the Anti Displacement Learning Network grant, November 7, 2022.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Acct. Name	Payee	Item	Amount
N/A (Payment to come from City Chamberlain)	S & A General Contracting	See Attachment for additional information	\$ 15,097.50
N/A (Payment to come from City Chamberlain)	S&A General Contracting	See Attachment for additional information	\$ 10,000.00
N/A (Payment to come from City Chamberlain)	West Construction	See Attachment for additional information	\$ 16,065.00
N/A (Payment to come from City Chamberlain)	S & A General Contracting	See Attachment for additional information	\$ 16,650.00
N/A (Payment to come from City Chamberlain)	City Chamberlain	Mortgage Recording Fees	\$ 280.00
		TOTAL	\$ 58,092.50

Elmira City Council



Agenda Summary: Act on Community Development Block Grant Program Audit.

Resolution Number: 2022-374

Sponsor: Mayor Mandell

ATTACHMENTS

[11-07-2022 audit \(CDBG;HOME\).docx](#)

November 07, 2022

CITY OF ELMIRA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
RESOLUTION NO. 2022-_____

Councilmember _____

RESOLVED, that the bills in the amount of **\$485,587.90** they are hereby audited for payment for the Community Development Block Grant, November 07, 2022.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	

Acct. Name	Payee	Item	Amount
Rehab- Payroll Admin- Payroll	Payroll	Payroll not to exceed	\$18,000.00
CDBG subgrantees	Salvation Army	Special needs housing	\$4,500.00
CDBG subgrantees	Catholic Charities Housing Counseling	subgrantee	\$6,250.00
CDBG subgrantees	Catholic Charities Emergency Shelter	Emergency Shelter	\$6,250.00
CDBG subgrantees	Meals on Wheels	subgrantee	\$6,000.00
CDBG subgrantees	Economic Opportunity Program	subgrantee	\$7,500.00
CDBG subgrantees	Elmira Downtown Development Façade/ Greenstreets	subgrantee	\$5,000.00
CDBG subgrantees	Elmira Police Department DV	subgrantee	\$3,750.00
CDBG subgrantees	Southside Community Center	subgrantee	\$5,000.00
CDBG subgrantees	CASA of the Southern Tier	subgrantee	\$4,000.00

HOME Subgrantees	Catholic Charities Housing Counseling	FTHB Housing Counseling and inspection fees	\$8,125.00
HOME Subgrantees	Elmira Police Department DV Rental Assistance	Subgrantee	\$10,579.00
Employer Retirement Contribution	City Chamberlain	Employee Retirement	\$34,264.00
Office Supplies	City Chamberlain	Bankers Boxes	\$47.49
Streets	City Chamberlain	Reimbursement for LOW/MOD Street paving	\$337,926.52
Postage	City Chamberlain	invoice # 2022-00000070	\$62.96
Insurance	City Chamberlain	invoice # 2022-00000011	\$4,446.21
Office Supplies	City Chamberlain	invoice # 2022-00000068	\$95.41
Office Supplies	City Chamberlain	folders dividers and labels	\$57.20
HOME Grant	Griffin Contracting	HOME Grant	\$23,400.00
CHDO	Newar Westside Neighborhood Association	Supplies	\$269.11
Recording Fee	Chemung County Clerk	Recording Fee	\$65.00
		TOTAL	\$485,587.90

Elmira City Council

Agenda Summary: Act on American Rescue Plan Commercial Property Rehab Program.

Resolution Number: 2022-375

Sponsor: Brent Stermer

ATTACHMENTS

[AMERICAN RESCUE PLAN COMMERCIAL PROPERTY REHAB.pdf](#)
[Commercial Rehab Backup.pdf](#)

DATE: November 7th, 2022
TO: THE HONORABLE MAYOR AND COUNCIL
FROM: AMERICAN RESCUE PLAN

I hereby present to you for examination and audit the following list. These lists and the supporting applications have been examined by the departments concerned and have been certified by them to me. An examination of these claims has been made by the Chamberlain's office for the purpose of ascertaining that the prerequisites to the audit have been complied with.

Commercial Property Rehab	\$431,278.83
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GRAND TOTAL PAYMENTS PER ATTACHED COMPUTER LIST:	----- \$431,278.83 =====
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RESOLUTION NO. 2022-

By Councilmember _____

RESOLVED, that the applications in the amount of
 be and they hereby are audited and approved for payment,
 when in funds.

\$431,278.83

ADOPTED BY THE FOLLOWING VOTE:

AYES-----	-----NAYS
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_____	COUNCILMEMBER STERMER	_____
_____	COUNCILMEMBER MOSS	_____
_____	COUNCILMEMBER FRANCHI	_____
_____	COUNCILMEMBER KITCHING	_____
_____	COUNCILMEMBER GRASSO	_____
_____	COUNCILMEMBER DUFFY	_____
_____	MAYOR MANDELL	_____

=====

Name	Address	Date Application		Contractor	Amount of	
		Turned in	Type of Project		Quote	Amount approved
JAG Holdings	113 E Chemung Pl	9/19/2022	Windows	ESNY Glass	27,262.13	25,000.00
Pinnacle Upright MRI	601-603 E Church	9/30/2022	Furring Strips and aluminum trim, paving	Smith Design, Spencer Paving	85,812.86	25,000.00
WMC North	223 W Water	10/5/2022	General renovations	Timeline Resources LLC	36,685.54	25,000.00
Hugg Accounting	309 College Ave	10/7/2022	new roof	Rick Deans Construction	25,550.00	25,000.00
1-8 Clemens Square	1-8 Clemens Square	10/18/2022	new windows, storefront, flooring, windows	Auto Glass, RJ McGovern, etc.	39,615.00	25,000.00
Ever Bee Holdings LLC	214 E Church St	10/11/2022	new roof	Calstro Contracting	24,990.53	24,990.53
Barb's Soup's On Café	311 College Ave	10/19/2022	New Furnace, Central Air, Roof	Osburn Mechanical & Professional Construction	29,797.70	25,000.00
Arnot Realty	100 W Church St	10/24/2022	roof	Hale Roofing	109,500.00	25,000.00
Anne's Pancakes	114 S Main St	10/25/2022	roof, siding, sidewalk	River Valley Contracting	27,200.00	25,000.00
Express Lube	1897 College Ave	10/21/2022	new foundation	Chemung Heating	34,782.00	25,000.00
McClure's NY Deli	1335 College Ave	10/25/2022	Various projects around the store	Anthony Phillip	25,000.00	25,000.00
Pietro & Son's	200 W Washington Ave	10/26/2022	new flooring in restaurant & shed roof	Yard Wolves Landscaping	24,725.00	24,725.00
207-219 W Water St	207-219 W Water St	10/27/2022	upgrading electric	Matt McInerney	20,000.00	20,000.00
Arnot Odgen Medical Center	600 Roe Ave	10/27/2022	replace water main valves	Danforth	12,263.30	12,263.30
No Limit Partners	200 E Church St	10/27/2022	color changing light fixtures to attach to building to illuminate it at night	John Mills Electric	25,500.00	25,000.00
Link Movement Arts Center	307 E Water St	10/27/2022	sound proof windows, walls on the inside, new doors	Sean Mathers	24,300.00	24,300.00
Libs Supper Club	106 W 1st St	10/28/2022	repairing brick walls on outside	Edger Enterprises	150,742.00	25,000.00
Haskins Garden	955 College Ave	10/28/2022	Paving	Loveless Blacktop	27,600.00	25,000.00
						431,278.83

Elmira City Council

Agenda Summary: Act on American Rescue Plan Lost Revenue Used Car Audit.

Resolution Number: 2022-376

Sponsor: Nan Moss

ATTACHMENTS

[ARP COVER SHEET.pdf](#)
[ARP BACKUP.pdf](#)

DATE: November 7th, 2022

TO: THE HONORABLE MAYOR AND COUNCIL

FROM: AMERICAN RESCUE PLAN

I hereby present to you for examination and audit the following list. These lists and the supporting applications have been examined by the departments concerned and have been certified by them to me. An examination of these claims has been made by the Chamberlain's office for the purpose of ascertaining that the prerequisites to the audit have been complied with.

Lost Revenue - Used Car	\$8,499.00
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GRAND TOTAL PAYMENTS PER ATTACHED COMPUTER LIST:	-----
	\$8,499.00
	=====

RESOLUTION NO. 2022-

By Councilmember _____

RESOLVED, that the applications in the amount of
be and they hereby are audited and approved for payment,
when in funds.

\$8,499.00

ADOPTED BY THE FOLLOWING VOTE:

AYES-----NAYS

_____	COUNCILMEMBER STERMER	_____
_____	COUNCILMEMBER MOSS	_____
_____	COUNCILMEMBER FRANCHI	_____
_____	COUNCILMEMBER KITCHING	_____
_____	COUNCILMEMBER GRASSO	_____
_____	COUNCILMEMBER DUFFY	_____
_____	MAYOR MANDELL	_____

=====

City of Elmira *LIVE*

Payment Batch Register

Bank Account: ARP 5* - ARP Five Star

Batch Date: 11/07/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: ARP 5* - ARP Five Star					
Check	11/07/2022	100828 Accounts Payable	SIMMONS ROCKWELL		8,499.00
	Invoice	Date	Description		Amount
	86775	10/31/2022	2011 NISSAN PATHFINDER		8,499.00
ARP 5* ARP Five Star Totals:			Transactions: 1		\$8,499.00
Checks:		1	\$8,499.00		

Agenda Summary: Act on Audit.

Resolution Number: 2022-377

Sponsor: Nick Grasso

ATTACHMENTS

[Cover Sheet.pdf](#)

[Backup Part 1.pdf](#)

[Backup Part 2.pdf](#)

DATE: November 7th, 2022

TO: THE HONORABLE MAYOR AND COUNCIL

FROM: CHARMAIN CATTAN, CITY CHAMBERLAIN

I hereby present to you for examination and audit the following lists. These lists and the supporting vouchers and payrolls have been examined by the departments concerned and have been certified by them to me. An examination of these claims has been made by the Chamberlain's office for the purpose of ascertaining that the prerequisites to the audit have been complied with.

CURRENT BUDGET FUNDS:	\$196,250.08
CAPITAL FUNDS:	\$478,713.22
COMMUNITY DEVELOPMENT;	\$0.00
TRUST & AGENCY FUNDS:	\$0.00
SELF INSURANCE FUNDS:	\$0.00

TOTAL PER ATTACHED COMPUTER LIST:	\$674,963.30
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OTHER PAYMENTS:

PAYROLLS W/E Nov 6th, 2022	\$750,000.00
HAND CHECKS-THRU MACHINE-LISTINGS ATTACHED	\$22,649.22
CAPITAL HAND CHECKS	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00

TOTAL OTHER PAYMENTS:	\$772,649.22
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GRAND TOTAL PAYMENTS:	\$1,447,612.52
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RESOLUTION NO. 2022-

By Councilmember _____

RESOLVED, that the bills and the payrolls in the amount of \$1,447,612.52 be and they hereby are audited and approved for payment, when in funds.

ADOPTED BY THE FOLLOWING VOTE:

AYES-----	-----NAYS
_____ COUNCILMEMBER STERMER	_____
_____ COUNCILMEMBER MOSS	_____
_____ COUNCILMEMBER FRANCHI	_____
_____ COUNCILMEMBER KITCHING	_____
_____ COUNCILMEMBER GRASSO	_____
_____ COUNCILMEMBER DUFFY	_____
_____ MAYOR MANDELL	_____

=====

City of Elmira *LIVE*
Payment Batch Register
Bank Account: GENERAL FUND - GENERAL FUND
Batch Date: 11/07/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GENERAL FUND - GENERAL FUND					
Check	11/07/2022	201077 Accounts Payable	3M TRAFFIC CONTROL MATERIALS DIV.		2,137.50
	Invoice	Date	Description		Amount
	9419339874 +	10/16/2022	SIGN MATERIALS		2,137.50
Check	11/07/2022	201078 Accounts Payable	AIRGAS EAST		69.50
	Invoice	Date	Description		Amount
	9991477853	10/25/2022	AIRGAS Medical Oxygen BPO		69.50
Check	11/07/2022	201079 Accounts Payable	ALPS ELEVATOR INSPECTION SVCS		120.00
	Invoice	Date	Description		Amount
	46128	10/11/2022	ANNUAL ELEVATOR INSPECTION AT PARKING GARAGE		120.00
Check	11/07/2022	201080 Accounts Payable	AMAZON CAPITAL SERVICES INC		99.74
	Invoice	Date	Description		Amount
	1VHM-7W6V-PT1D	10/13/2022	LIGHTS FOR 5 STAR MEMORIAL		99.74
Check	11/07/2022	201081 Accounts Payable	AMES LINEN SERVICE		45.00
	Invoice	Date	Description		Amount
	294426	10/18/2022	BAR TOWELS/ENTERANCE MATS		45.00
Check	11/07/2022	201082 Accounts Payable	APPLIED INDUSTRIAL TECH.		12.63
	Invoice	Date	Description		Amount
	7022378336	09/02/2022	HEAVY DUTY TRUCK PARTS PGB-2177 RES 22-129		12.63
Check	11/07/2022	201083 Accounts Payable	ASSOCIATION OF NYS YOUTH COURTS		30.00
	Invoice	Date	Description		Amount
	11/18/22	10/25/2022	SYMPOSIUM REGISTRATIONS		30.00
Check	11/07/2022	201084 Accounts Payable	Auto Zone		661.34
	Invoice	Date	Description		Amount
	2950555044 +	10/11/2022	PARTS/HARDWARE		661.34
Check	11/07/2022	201085 Accounts Payable	BANFIELD BAKER CORPORATION		29.40
	Invoice	Date	Description		Amount
	4435	10/06/2022	SEED, SEED AID, ETC		29.40
Check	11/07/2022	201086 Accounts Payable	BEAM MACK		91.91
	Invoice	Date	Description		Amount
	361062E	10/06/2022	TRUCK PARTS		91.91
Check	11/07/2022	201087 Accounts Payable	BOBCAT OF THE TWIN TIERS		574.28
	Invoice	Date	Description		Amount
	03-175824 176208	10/26/2022	BOBCAT PARTS		574.28
Check	11/07/2022	201088 Accounts Payable	BOUILLE ELECTRIC		104.00
	Invoice	Date	Description		Amount
	45124	10/04/2022	WASHER/DRYER REPAIR SUPPLIES ANIMAL SHELTER		104.00
Check	11/07/2022	201089 Accounts Payable	BRYAN J MAGGS LAW OFFICES, PLLC		347.00
	Invoice	Date	Description		Amount

	1455	10/25/2022	MURPHY V. CAMPANELLA	347.00
Check	11/07/2022	201090 Accounts Payable	CHAMPION FASTENERS	1,906.94
	Invoice	Date	Description	Amount
	80899+	10/05/2022	BLANKET FOR HARDWARE SUPPLIES	404.26
	81385	10/24/2022	BLANKET FOR ELECTRICAL SUPPLIES	27.85
	81414	10/25/2022	BLANKET FOR ELECTRICAL SUPPLIES	128.08
	81425	10/25/2022	BLANKET FOR HARDWARE SUPPLIES	66.95
	81173 81264 +	10/14/2022	PARTS/HARDWARE RFB#2143	244.85
	81256, 81453	10/18/2022	PARTS/HARDWARE SIGN SHOP	897.05
	81410	10/24/2022	HARDWARE/PLOW PARTS	137.90
Check	11/07/2022	201091 Accounts Payable	CHEMUNG COUNTY CENTRAL SERV-POSTAGE	439.28
	Invoice	Date	Description	Amount
	10/20/22	10/25/2022	2023 CALENDARS	439.28
Check	11/07/2022	201092 Accounts Payable	CHEMUNG COUNTY REAL PROPERTY	1,750.00
	Invoice	Date	Description	Amount
	070400-22	10/25/2022	RPS SOFTWARE LICENSING FEE	1,750.00
Check	11/07/2022	201093 Accounts Payable	CHEMUNG COUNTY TRANSFER	37,263.35
	Invoice	Date	Description	Amount
	135269	10/01/2022	GARBAGE COLLECTION FEES- ELM HEIGHTS	598.69
	135286 + 135267	10/01/2022	GARBAGE COLLECTION FEES- ELMIRA & HERITAGE	10,538.95
	135364 & 135381	10/17/2022	GARBAGE COLLECTION FEES- ELMIRA & HERITAGE	10,903.27
	135318 & 135336	10/10/2022	GARBAGE COLLECTION FEES- ELMIRA & HERITAGE	11,127.32
	135320	10/10/2022	GARBAGE COLLECTION FEES- ELM HEIGHTS	590.66
	135366	10/17/2022	GARBAGE COLLECTION FEES- ELM HEIGHTS	614.35
	135268	10/25/2022	CUST#TI-00038	914.65
	135365	10/25/2022	CUST#TI-00038	878.47
	135319	10/25/2022	CUST#TI-00038	1,096.99
Check	11/07/2022	201094 Accounts Payable	CHEMUNG SUPPLY CORPORATION	4,835.17
	Invoice	Date	Description	Amount
	19466	10/12/2022	MISC. PARTS/SHOES/BLADES-SNOW PLOWS	4,835.17
Check	11/07/2022	201095 Accounts Payable	COPY EXPRESS	99.98
	Invoice	Date	Description	Amount
	90685	10/25/2022	COPY EXPRESS Chief/FM business cards	99.98
Check	11/07/2022	201096 Accounts Payable	CUMMINS NORTHEAST, INC.	6,448.08
	Invoice	Date	Description	Amount
	W4-39329	09/30/2022	REPLACE WIRING HARNESS EFD 635	3,004.47
	W4-39373	10/11/2022	REPAIRS TO 641 LADDER TRUCK	3,443.61
Check	11/07/2022	201097 Accounts Payable	D.B.M. CONTROLS DIST.	593.68
	Invoice	Date	Description	Amount
	136768 & 136662	10/14/2022	BUILDING SUPPLIES	593.68
Check	11/07/2022	201098 Accounts Payable	ELMIRA AUTO SPRING WORKS	258.83
	Invoice	Date	Description	Amount
	02W4442	09/28/2022	MISC PARTS/HARDWARE	258.83
Check	11/07/2022	201099 Accounts Payable	ELMIRA COCA-COLA BOTTLING CORP.	53.56
	Invoice	Date	Description	Amount
	32325862008+	10/12/2022	FOUNTAIN & BOTTLE BEVERAGES/SUPPLIES	53.56
Check	11/07/2022	201100 Accounts Payable	EMSTAR	2,734.72
	Invoice	Date	Description	Amount
	2023069	10/25/2022	EMERGENCY CARE TEXTBOOKS	334.72
	2023025	10/25/2022	EMSTAR EMT Training	2,400.00
Check	11/07/2022	201101 Accounts Payable	FERRARIO FORD LINCOLN MERCURY	1,029.77
	Invoice	Date	Description	Amount

	62030, 62078	10/12/2022	MISC. MANUFACTURER'S PARTS	425.27
	STATEMENT	10/25/2022	VEHICLE SUPPLIES	604.50
Check	11/07/2022	201102 Accounts Payable	FIRE ALARM SERVICE TECHNOLOGY INC	119.38
	Invoice	Date	Description	Amount
	43243	10/03/2022	PANIC BUTTONS AT CITY HALL	119.38
Check	11/07/2022	201103 Accounts Payable	FIRST CLASS GLASS AND MIRROR	321.94
	Invoice	Date	Description	Amount
	QUOTE #417	10/25/2022	EPD UNIT #202	321.94
Check	11/07/2022	201104 Accounts Payable	FIRSTLIGHT FIBER	236.43
	Invoice	Date	Description	Amount
	12397965	10/25/2022	ACCT#38403	236.43
Check	11/07/2022	201105 Accounts Payable	GOODYEAR	1,283.19
	Invoice	Date	Description	Amount
	35308, 35313	10/21/2022	TIRES/REPAIRS-BLANKET PO	1,283.19
Check	11/07/2022	201106 Accounts Payable	GRASS LANDS EQUIPMENT CO.	298.65
	Invoice	Date	Description	Amount
	1323814, 1324209	10/03/2022	TORO PARTS/MTGC	298.65
Check	11/07/2022	201107 Accounts Payable	HAMILTON MEATS, INC.	232.49
	Invoice	Date	Description	Amount
	51603	10/14/2022	reBURGERS/SAUSAGE/CHICKEN/DOGS	111.65
	51578	10/18/2022	reBURGERS/SAUSAGE/CHICKEN/DOGS	35.50
	53114	10/24/2022	reBURGERS/SAUSAGE/CHICKEN/DOGS	85.34
Check	11/07/2022	201108 Accounts Payable	HEP SALES	439.69
	Invoice	Date	Description	Amount
	04-101122-0022+	10/10/2022	MATERIALS & SUPPLIES	192.70
	04-101222-0029	10/12/2022	WATER HEATER AT MTGC	246.99
Check	11/07/2022	201109 Accounts Payable	HESSELSOON'S	1,055.57
	Invoice	Date	Description	Amount
	409.97	10/12/2022	CARHARTT WINTER GEAR CSEA	409.97
	24387	10/17/2022	CARHARTT WINTER GEAR CSEA	229.98
	24395	10/19/2022	CARHARTT WINTER GEAR CSEA	199.98
	24409	10/24/2022	ANTIFREEZE WINTERIZE PIPES	215.64
Check	11/07/2022	201110 Accounts Payable	HORIZON SOLUTIONS CORP.	121.08
	Invoice	Date	Description	Amount
	51578	10/12/2022	BLANKET FOR HARDWARE SUPPLIES	121.08
Check	11/07/2022	201111 Accounts Payable	I. D. BOOTH, INC.	4,843.67
	Invoice	Date	Description	Amount
	1365744+	09/15/2022	BLANKET FOR STEEL & PLUMBING	2,506.32
	1350194+	08/16/2022	BLANKET FOR PLUMBING, PARTS, AND SUPPLIES	155.09
	S1386270.001	10/19/2022	STREETS- IMPACT WRENCH AND COMBO KIT	711.82
	VARIOUS	10/25/2022	ANIMAL SHELTER INVOICES	1,278.19
	S1371754/3650	10/25/2022	SUPPLIES	192.25
Check	11/07/2022	201112 Accounts Payable	J.F. & J.P. WENZEL	1,546.75
	Invoice	Date	Description	Amount
	105025	12/06/2021	TOPSOIL/SEEDING	1,546.75
Check	11/07/2022	201113 Accounts Payable	JOHN RYAN	95.00
	Invoice	Date	Description	Amount
	reimbursement	10/28/2022	RECORDING FEE	95.00
Check	11/07/2022	201114 Accounts Payable	LAZ PARKING MGMT.LTD	9,517.07
	Invoice	Date	Description	Amount
	SEPTEMBER, 2022	10/25/2022	PARKING GARAGE	9,517.07
Check	11/07/2022	201115 Accounts Payable	LIGHTHOUSE UNIFORMS INC	83.39
	Invoice	Date	Description	Amount

	A-309559	10/25/2022	LIGHTHOUSE Lutz Bell Cap	83.39
Check	11/07/2022	201116 Accounts Payable	LOWE'S COMPANIES, INC.	198.55
	Invoice	Date	Description	Amount
	956692	10/25/2022	ACCT#9800 059974	198.55
Check	11/07/2022	201117 Accounts Payable	MCCARTHY TIRE SERVICE	1,710.60
	Invoice	Date	Description	Amount
	35-52424	10/18/2022	TIRES RFB#2380 RES#22-255	1,489.70
	35-52547	10/20/2022	OUTSIDE REPAIRS	220.90
Check	11/07/2022	201118 Accounts Payable	MEDICAL WAREHOUSE	579.07
	Invoice	Date	Description	Amount
	215876	10/25/2022	SALES ORDER 98612	579.07
Check	11/07/2022	201119 Accounts Payable	MIDWEST MOTOR SUPPLY CO INC	248.16
	Invoice	Date	Description	Amount
	100382841	10/12/2022	SHOP EQUIP/TOOLS/SUPPLIES	248.16
Check	11/07/2022	201120 Accounts Payable	MUNICIPAL EMERGENCY SERVICES, INC.	176.61
	Invoice	Date	Description	Amount
	IN1778064	10/25/2022	MES SCBA Batteries BPO	176.61
Check	11/07/2022	201121 Accounts Payable	NAPA AUTO PARTS	3,359.00
	Invoice	Date	Description	Amount
	072650 +	10/04/2022	PARTS/BLANKET PO SOURCEWELL CONTRACT	3,347.07
	73740	10/17/2022	OIL/LUBRICANTS MTGC SOURCEWELL#032521-GPC	11.93
Check	11/07/2022	201122 Accounts Payable	NU-WAY ELMIRA	166.53
	Invoice	Date	Description	Amount
	11740D7897+	10/05/2022	BLANKET PURCHASE FOR FILTERS & OIL	166.53
Check	11/07/2022	201123 Accounts Payable	NY STATE TURFGRASS ASSOCIATION	140.00
	Invoice	Date	Description	Amount
	10/25/2022	10/19/2022	MEMBERSHIP RENEWAL	140.00
Check	11/07/2022	201124 Accounts Payable	NYS ACADEMY OF FIRE SCIENCE	13,765.00
	Invoice	Date	Description	Amount
	V0034814/34735	10/25/2022	NYS FIRE ACADEMY Training Classes BPO	13,765.00
Check	11/07/2022	201125 Accounts Payable	NYSEG	17,689.38
	Invoice	Date	Description	Amount
	10/17/22	10/25/2022	ACCT#1901-0154-003	11,036.11
	OCTOBER 17, 2022	10/25/2022	ACCT#1901-0000-214	6,653.27
Check	11/07/2022	201126 Accounts Payable	PEOPLEREADY INC	5,130.17
	Invoice	Date	Description	Amount
	27730247	10/19/2022	TEMP SERVICES	2,554.14
	27742806	10/25/2022	TEMP SERVICES	2,576.03
Check	11/07/2022	201127 Accounts Payable	POSTLER & JAECKLE	13,068.75
	Invoice	Date	Description	Amount
	2388265-2388275	10/18/2022	HVAC MAINTENANCE & PLUMBING CONTRACT	13,068.75
Check	11/07/2022	201128 Accounts Payable	PRAXAIR DISTRIBUTION, INC.	36.22
	Invoice	Date	Description	Amount
	331731855	10/06/2022	galvanized steel	22.00
	32051751	10/25/2022	MIG NOZZLE	14.22
Check	11/07/2022	201129 Accounts Payable	RANGER OUTFITTERS	507.00
	Invoice	Date	Description	Amount
	24263	10/25/2022	badges	507.00
Check	11/07/2022	201130 Accounts Payable	REGIONAL INTERNATIONAL	1,062.32
	Invoice	Date	Description	Amount
	011198878P	10/14/2022	Heavy duty parts	1,062.32

Check	11/07/2022	201131	Accounts Payable	S V MOFFETT CO INC	467.18
	Invoice		Date	Description	Amount
	03-348023 +		10/06/2022	MOWER BLADES/PARTS	467.18
Check	11/07/2022	201132	Accounts Payable	SAM'S CLUB DIRECT	235.98
	Invoice		Date	Description	Amount
	10/12 & 10/14		10/12/2022	MISC FOOD & PACKAGING SUPPLIES	189.98
	10/23-		10/23/2022	MISC FOOD & PACKAGING SUPPLIES	46.00
Check	11/07/2022	201133	Accounts Payable	SERVPRO	25,303.23
	Invoice		Date	Description	Amount
	7077		10/18/2022	duct work cleaning for mold remediation	25,303.23
Check	11/07/2022	201134	Accounts Payable	SOUTHERN TIER SENTRY HARDWARE	197.19
	Invoice		Date	Description	Amount
	81786+		10/10/2022	BLANKET FOR PARTS, SUPPLIES, HARDWARE	43.89
	81882,81645		10/25/2022	SO TIER SENTRY Various Hardware BPO	42.54
	81935		10/24/2022	BLANKET FOR PARTS, SUPPLIES, HARDWARE	37.96
	81619, 81859		09/28/2022	MISC. SUPPLIES/HARDWARE	72.80
Check	11/07/2022	201135	Accounts Payable	STAPLES BUSINESS ADVANTAGE	198.77
	Invoice		Date	Description	Amount
	3520429158		10/25/2022	Blanket PO Office Supplies	62.58
	3520361149		10/25/2022	Blanket PO Office Supplies	99.99
	3517442860+		10/25/2022	STAPLES Office Supplies BPO	36.20
Check	11/07/2022	201136	Accounts Payable	STAR GAZETTE	181.73
	Invoice		Date	Description	Amount
	2022-338		10/25/2022	AD#5449762/5449776	53.13
	0005400979		10/28/2022	ACCT 422540	128.60
Check	11/07/2022	201137	Accounts Payable	STEWART P. WILSON	18,793.67
	Invoice		Date	Description	Amount
	457283 +		10/04/2022	FUEL-BLANKET PO RFB# 2402 RES#22-187 MTGC	3,069.06
	457292 +		10/05/2022	FUEL-BLANKET PO RFB# 2402 RES#22-187	15,724.61
Check	11/07/2022	201138	Accounts Payable	SUBURBAN PROPANE	132.60
	Invoice		Date	Description	Amount
	549316		10/07/2022	GASES-PROPANE FOR SHOP	132.60
Check	11/07/2022	201139	Accounts Payable	TIME WARNER CABLE	86.69
	Invoice		Date	Description	Amount
	0228173101622		10/25/2022	ACCT#8358101260228173	86.69
Check	11/07/2022	201140	Accounts Payable	TIME WARNER CABLE	96.37
	Invoice		Date	Description	Amount
	70845101022		10/10/2022	INTERNET SERVICES AT MTGC	96.37
Check	11/07/2022	201141	Accounts Payable	TOTAL RECALL MESSAGE CENTER INC.	201.37
	Invoice		Date	Description	Amount
	86028		10/12/2022	MESSAGING SERVICES	201.37
Check	11/07/2022	201142	Accounts Payable	TWIN TIER PAINT WALLCOVERING	335.59
	Invoice		Date	Description	Amount
	56734		07/29/2022	BLANKET FOR PAINTING MATERIAL & SUPPLIES	252.74
	58427		10/25/2022	BLANKET FOR PAINTING MATERIAL & SUPPLIES	47.90
	56267		07/06/2022	WHITE MARKING PAINT	34.95
Check	11/07/2022	201143	Accounts Payable	UniFirst Corporation	333.96
	Invoice		Date	Description	Amount
	3438083&3438082		10/20/2022	FLOOR MATS FOR BUILDINGS	169.96
	3435827, 3438081		10/13/2022	LAUNDRY SERVICE	164.00
Check	11/07/2022	201144	Accounts Payable	VASCO BRANDS, INC.	514.17
	Invoice		Date	Description	Amount

		134577 & 134577A	09/30/2022	JANITORIAL SUPPLIES	160.68
		134810+	10/17/2022	BLANKET FOR JANITORIAL SUPPLIES	353.49
Check	11/07/2022	201145 Accounts Payable		W. W. GRAINGER	796.51
	Invoice		Date	Description	Amount
		9460759880+	09/28/2022	STREETLIGHT SUPPLIES & MATERIALS	796.51
Check	11/07/2022	201146 Accounts Payable		WARD APPARATUS LLC	389.82
	Invoice		Date	Description	Amount
		2606	10/25/2022	WARD Chain Saw Chain	357.50
		2586	10/25/2022	WARD Chief Name Plate	32.32
Check	11/07/2022	201147 Accounts Payable		WILLIAM GOODWIN	44.00
	Invoice		Date	Description	Amount
		41H73688VS399261	10/25/2022	PATROL VEHICLE KEYBOARDS	44.00
Check	11/07/2022	201148 Accounts Payable		XEROX CORPORATION	694.15
	Invoice		Date	Description	Amount
		504209262	10/25/2022	CUST#957612286	94.66
		504209569	10/25/2022	CUST#957723810	96.78
		504209097	10/25/2022	CUST#957417074	96.78
		504204341	10/25/2022	CUST#952918852	27.16
		504209319	10/25/2022	CUST#957723893	96.78
		504209096	10/25/2022	CUST#957416910	96.78
		017380784	10/25/2022	CUST#708184726	168.57
		017311022	10/25/2022	CUST#722774775	16.64
Check	11/07/2022	201149 Accounts Payable		CIVICPLUS LLC	450.00
	Invoice		Date	Description	Amount
		244044	10/25/2022	MUNICODE ADMIN SUPPORT FEE	450.00
Check	11/07/2022	201150 Accounts Payable		JAMES KUJAWSKI	5,958.78
	Invoice		Date	Description	Amount
		REFUND	10/25/2022	PREPAID HEALTH INSURANCE REFUND	5,958.78
Check	11/07/2022	201151 Accounts Payable		THE SETH HOUSE	1,071.00
	Invoice		Date	Description	Amount
		TM#89.18-6-26	10/28/2022	SANITATION OPT OUT	1,071.00
GENERAL FUND GENERAL FUND Totals:				Transactions: 75	\$196,250.08
Checks:		75		\$196,250.08	

City of Elmira *LIVE*

Payment Batch Register

Bank Account: CAP CHECK - CAPITAL CHECKING
Batch Date: 11/07/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: CAP CHECK - CAPITAL CHECKING					
Check	11/07/2022	104644 Accounts Payable	BLAIR SUPPLY CORP.		14,240.00
	Invoice	Date	Description		Amount
		1258516	10/20/2022	Poly Manhole Risers RFB#2379	14,240.00
Check	11/07/2022	104645 Accounts Payable	BOTHAR CONSTRUCTION, LLC		20,400.00
	Invoice	Date	Description		Amount
		11424	09/12/2022	COLD MILLING RFB#2427	20,400.00
Check	11/07/2022	104646 Accounts Payable	CHAPEL LUMBER COMPANY		94.50
	Invoice	Date	Description		Amount
		2209-066007	09/16/2022	MISC BUILDING MATERIALS	94.50
Check	11/07/2022	104647 Accounts Payable	DALRYMPLE GRAVEL COMPANY		27,138.93
	Invoice	Date	Description		Amount
		16872, 16950	10/09/2022	Hot Mix Asphalt RFB# 2392	27,138.93
Check	11/07/2022	104648 Accounts Payable	ERDMAN ANTHONY		94,809.15
	Invoice	Date	Description		Amount
		6754.68 EST. 37	09/23/2022	W. Water St Reconstruction 6754.68	94,809.15
Check	11/07/2022	104649 Accounts Payable	FOOR & ASSOCIATES		2,337.50
	Invoice	Date	Description		Amount
		3999	10/26/2022	FOOR HQ Roof (replaces 2021 PO)	2,337.50
Check	11/07/2022	104650 Accounts Payable	HORSEHEADS DO-IT CENTER		59.94
	Invoice	Date	Description		Amount
		365485	10/19/2022	MISC. SUPPLIES/HARDWARE	59.94
Check	11/07/2022	104651 Accounts Payable	J.F. & J.P. WENZEL		244,830.05
	Invoice	Date	Description		Amount
		105278, 105279	10/12/2022	2022 ADA RAMPS RFB#2400	230,811.00
		105280*	09/01/2022	4TH STREET CURB RFB#2400	6,372.00
		105280	09/01/2022	CLINTON STREET CURB RFB#2400	7,647.05
Check	11/07/2022	104652 Accounts Payable	Maguire Cars LLC		74,803.15
	Invoice	Date	Description		Amount
		2 CARS	10/28/2022	MAGUIRE New Vehicles	74,803.15
CAP CHECK CAPITAL CHECKING Totals:			Transactions: 9		\$478,713.22
Checks:		9	\$478,713.22		

HAND CHECKS DETAILS

\$22,649.22

CAPITAL HAND CHECKS DETAIL

\$0.00

City of Elmira *LIVE*

Payment Batch Register

Bank Account: GENERAL FUND - GENERAL FUND

Batch Date: 10/18/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GENERAL FUND - GENERAL FUND					
Check	10/18/2022	201073 Accounts Payable	CHASE CARD SERVICES		9,727.26
	Invoice	Date	Description		Amount
	10/6/22 STMT	10/18/2022	4246315238977290		9,727.26
Check	10/18/2022	201074 Accounts Payable	JAMES J TURCSIK, JR.		7,657.40
	Invoice	Date	Description		Amount
	10/1-10/15/22	10/18/2022	Commission Check		7,657.40
Check	10/18/2022	201075 Accounts Payable	NYSEG		891.61
	Invoice	Date	Description		Amount
	10050397206	10/18/2022	119 W 2ND ST		114.88
	10048275324	10/18/2022	508 COLLEGE AVE		776.73
GENERAL FUND GENERAL FUND Totals:			Transactions: 3		\$18,276.27
Checks:	3	\$18,276.27			

ACH PAYMENTS

GHI DENTAL BILLS FOR THE TWO WEEK PERIOD 10/15/2022-10/28/2022

10/19/2022 GHI DENTAL	\$	1,596.40
10/25/2022 GHI DENTAL	\$	2,160.80
	\$	3,757.20

MTGC LIQUOR BILLS FOR THE TWO WEEK PERIOD 10/15/2022-10/28/2022

10/18/2022 SARATOGA EAGLE	\$	490.35
10/21/2022 A.L. GEORGE	\$	125.40
	\$	615.75

Elmira City Council

Agenda Summary: Act on resolution to adjourn.

Resolution Number: 2022-378

Sponsor: Mayor Mandell

ATTACHMENTS

[Adjournment Nov 7.docx](#)

November 7, 2022

RESOLUTION

NO. 2022 – _____

By: _____

RESOLVED, that the next meeting for City Council will be a Regular Meeting held on Monday, November 21, 2022, at 5:30PM; and be it further

RESOLVED, that this meeting is adjourned.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
	Councilmember Stermer	
	Councilmember Moss	
	Councilmember Franchi	
	Councilmember Kitching	
	Councilmember Grasso	
	Councilmember Duffy	
	Mayor Mandell	