

**CITY COUNCIL AGENDA
ORGANIZATIONAL MEETING
TUESDAY, JANUARY 2, 2024 7:00 P.M.
CITY COUNCIL CHAMBERS- HURLEY BUILDING
205 SALTONSTALL ST.
VIRTUAL: <https://us06web.zoom.us/j/82103183289>
LIVE STREAM: <https://fingerlakestv.org/live/>**

City Council:

Bob Palumbo, Mayor
Michael Mills, Councilmember Ward I
Guy Turchetti, Councilmember Ward II
Donna Cator, Councilmember Ward III
Erich Dittmar, Councilmember Ward IV
Sim Covington, Councilmember-at-Large
Thomas Lyon, Councilmember-at-Large
Doug Merrill, Councilmember-at-Large
Dan Unrath, Councilmember-at-Large

John Goodwin, City Manager
Shawna Bonshak, Assistant City Manager
Erin VanDamme, City Clerk
David Hou, Corporation Counsel

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Public Hearings:** Local Law #2023-006: Local Law Amending Chapter 612 of the City of Canandaigua Municipal Code
- 4. Review of Community Core Values:**
As residents, city staff and appointed & elected officials of the City of Canandaigua, our decisions and actions will be guided by these core values: Responsive; Participatory Governance; Caring & Respect; Integrity; Heritage; Stewardship; and Continuous Improvement.
- 5. Approval of Minutes:** **December 7, 2023**
- 6. Recognition of Guests:**
- 7. Committee Reports:**
- 8. Items For Action**
 - A. City Council Rules and Procedures**
 - B. Election of City Council President**
 - C. Appointment of Standing Committees**
 - D. Designation of Official Newspapers**
 - a. Daily Messenger**

- E. Appointment of City Historian**
 - a. Preston Pierce**

- F. Appointments of BID Representatives**
 - a. City Council – Ellen Polimeni**
 - b. City Manager – Rick Brown**
 - c. Mayor – Stephen Cole**

- G. Appointment of Canandaigua LDC Representative**
 - a. Bob Taylor**

- H. Reappointments to the Zoning Board of Appeals**
 - a. Carol Henshaw, second term, expiring December 31, 2026**
 - b. John Roberts, first full term, expiring December 31, 2026**

- I. Establishing Time for Regularly Scheduled Meetings**

9. Resolutions:

- Resolution #2024-001:** A Resolution Awarding a Contract for Hydrofluosilicic Acid (Fluoride)

- Resolution #2024-002:** A Resolution Awarding a Contract for Sodium Hydroxide

- Resolution #2024-003:** A Resolution Awarding a Contract for Fire Station #1 Water Service Lining

10. Ordinances:

- 11. Local Laws:** **Local Law #2023-006: Local Law Amending Chapter 612 of the City of Canandaigua Municipal Code**

12. Manager's Report:

13. Adjournment

2024 City of Canandaigua City Council Committees

Council President: Erich Dittmar

Corporation Counsel: Boylan Code

City Historian: Preston Pierce

Standing Committees

ENVIRONMENTAL:

Chair – Erich Dittmar
Sim Covington
Doug Merrill
Guy Turchetti

FINANCE:

Chair – Dan Unrath
Donna Cator
Thomas Lyon
Michael Mills

ORDINANCE:

Chair – Sim Covington
Erich Dittmar
Doug Merrill
Guy Turchetti

PLANNING:

Chair- Thomas Lyon
Donna Cator
Michael Mills
Dan Unrath

Special Committees

PUD (Planned Urban Development):

Chair: Bob Palumbo
All Council Members

WATERSHED COUNCIL- Bob Palumbo

DRAFT

2024 CITY COUNCIL & COMMITTEE MEETING DATES

City Council Meetings

7:00 PM- Hurley Building

January	2
February	1
March	7
April	4
May	2
June	6
July	11
August	1
September	5
October	3
November	7
November	21
December	5

Special Committees

TBA

Budget Workshops

6 – 9:00PM- Hurley Building

November 4 (Monday)

November 12

November 14

November 19

November 21 (workshop after)

November 26 (if needed)

December 3 (if needed)

Planning Committee & Finance Committee Meeting

7 – 9:00PM – Hurley Building
(2nd Tuesday of the Month)

January	9	July	9
February	13	August	13
March	12	September	10
April	9	October	8
May	14	November	-
June	11	December	-

Environmental Committee & Ordinance Committee Meeting

7 – 9:00PM- Hurley Building
(4th Tuesday of the Month) *3rd Tuesday

January	23	July	23
February	27	August	27
March	26	September	17*
April	23	October	22
May	28	November	-
June	25	December	-

RESOLUTION #2024-001

**A RESOLUTION AWARDING A CONTRACT FOR HYDROFLUOSILICIC ACID
(FLUORIDE)**

WHEREAS, Hydrofluosilicic Acid (Fluoride) is a critical component of the Water Treatment Process used to provide the public health benefit of reducing cavities and preventing tooth decay; and

WHEREAS, bids to supply Hydrofluosilicic Acid to the Water Treatment Plant were opened on Friday, December 15, 2023; and

WHEREAS, the lowest responsible bid out of four responding bids for Hydrofluosilicic Acid was from Univar Solutions USA Inc., 200 Dean Sievers Place, Morrisville, PA 19067, in the amount of \$5.10 per gallon; and

WHEREAS, Staff recommends awarding a contract for Hydrofluosilicic Acid so that the facility can continue to operate without disrupting service to the community;

NOW, THEREFORE, BE IT RESOLVED, City Council hereby awards a contract for Hydrofluosilicic Acid (Fluoride) at the Water Treatment Plant to Univar Solutions USA Inc., for the amount of \$5.10 per gallon.

ADOPTED this 2nd day of January, 2024.

ATTEST:

Erin VanDamme
City Clerk

CITY OF CANANDAIGUA

BID TABULATION

WTP Hydrofluosilicic Acid (Flouride)

Bid Opening: Friday, December 15, 2023 @ 10:00 a.m.

<u>BIDDER</u>	<u>Bid Amount</u>
Amrex Chemicals 117 E. Frederick St. Binghamton, NY 13904-1207 Sue Bentley susan@amrexchemical.com	No Bid
Thatcher Company of New York PO box 118 Williamson, NY 14589 Lori Richey Lori.richey@tchem.com Wendy Richmond Wendy.richmond@tchem.com	No Bid
Slack Chemical 465 S. Clinton St Carthage, NY 12866 Frank Cerqua slack@slackchem.com	\$6.974/gal/5000 gal. \$34890.00 Bid Bond check No Exceptions Non-collusion- yes
Surpass Chemicals PO Box 4165 Albany, NY 12866 Steve Byrne sbyrne@surpasschemical.com	No bid
Brenntag 4696 Crossroads Park Drive Liverpool, NY 13088 kodonnell@brenntag.com 315-453-3681	\$5.12/gal/2400 gal min. delivery \$25,600.00 Bid Bond No Exceptions- yes Non-collusion- yes
Coyne Chemicals 3015 State Rd Croydon, PA 19021 John Drzewicki bidadministration@coynechemical.com pleffier@coynechemical.com	No Bid

DuBois Chemicals Laura Lanthier Laura.lanthier@duboischemicals.com bids@duboischemicals.com 208-932-6615	No Bid
Univar Solutions Ileana Caballero Ileana.caballero@univarsolutions.com 215-495-8502	\$5.10/gal/5000 gal. \$25,500.00 Bid Bon No Exceptions Non-collusion- yes

RESOLUTION #2024-002

A RESOLUTION AWARDING A CONTRACT FOR SODIUM HYDROXIDE

WHEREAS, Sodium Hydroxide is a critical component of the Water Treatment Process to disinfect the water; and

WHEREAS, bids to supply Sodium Hydroxide to the Water Treatment Plant were opened on Friday, December 15, 2023; and

WHEREAS, the lowest responsible bid out of four responding bids for Sodium Hydroxide was from JCI Jones Chemicals, 100 Sunny sol Blvd., Caledonia, NY 14423, in the amount of \$2.10 per gallon; and

WHEREAS, Staff recommends awarding a contract for sodium hydroxide so that the facility can continue to operate without disrupting service to the community;

NOW, THEREFORE, BE IT RESOLVED, City Council hereby awards a contract for Sodium Hydroxide at the Water Treatment Plant to JCI Jones Chemicals, for the amount of \$2.10 per gallon.

ADOPTED this 2nd day of January, 2024.

ATTEST:

Erin VanDamme
City Clerk

CITY OF CANANDAIGUA

BID TABULATION

WTP Sodium Hydroxide

Bid Opening: Friday, December 15, 2023 @ 10:00 a.m.

<u>BIDDER</u>	<u>Bid Amount</u>
Amrex Chemicals 117 E. Frederick St. Binghamton, NY 13904-1207 Sue Bentley susan@amrexchemical.com	No bid
Thatcher Company of New York PO box 118 Williamson, NY 14589 Lori Richey Lori.richey@tchem.com Wendy Richmond Wendy.richmond@tchem.com	No Bid
Slack Chemical 465 S. Clinton St Carthage, NY 12866 Frank Cerqua slack@slackchem.com	\$2.649/gal/7500 gal. \$19,867.50 Bid Bond Check No Exceptions Non-collusion- yes
Surpass Chemicals PO Box 4165 Albany, NY 12866 Steve Byrne sbyrne@surpasschemical.com	\$2.405/gal/7500 gal \$18,037.50 Bid Bond Check No Exceptions Non-collusion- yes
Brenntag 4696 Crossroads Park Drive Liverpool, NY 13088 kodonnell@brenntag.com 315-453-3681	\$3.85/gal/7500 gal \$28,875.00 Bid Bond No Exceptions Non-collusion- yes
Coyne Chemicals 3015 State Rd Croydon, PA 19021 John Drzewicki bidadministration@coynechemical.com pleffier@coynechemical.com	No Bid

<p>Bison Labs 100 Leslie Street Buffalo, NY 14211 716-895-2707 Katie@bisonlabs.com</p>	<p>No bid</p>
<p>Univar Solutions 61 Gates Ave Geneva, NY 14456 Maggie.moy@univarusa.com Muniteam-eat@univarsolutions.com Ileana Caballero Ileana.caballero@univarsolutions.com 215-495-8502</p>	<p>No bid</p>
<p>Chemical Distributors Corp 80 Metcalfe St Buffalo, NY 14206 tcarregin@cdibuffalo.com 716-856-2300</p>	<p>No Bid</p>
<p>JCI Jones Chemicals 100 Sunny sol Blvd Caledonia, NY 14423 dstella@jcichem.com 538-2314 Deszirae Mastowski dmastowski@jcichem.com</p>	<p>\$2.10/gal/7500 gal \$15,750.00 Bid Bond Exception listed for raw material Force Majeure possibility & 30 day notice of price change Non-collusion- yes</p>
<p>Nova Tech 1401 Nobel St Sainte-Julie, QC J3E1Z4 Canada Sandy Jenkins sjenkins@novatechnologiesgrp.com 315-813-7887</p>	<p>No Bid</p>
<p>Kuehne Chemicals 86 North Hackensack Ave Kearny, NJ 07032 973-589-0700 bids@kuehnecompany.com</p>	<p>No bid via letter rec'd</p>

PVS Chemicals 10900 Harper Ave Detroit, MI 48213 313-921-1200 ext 5699 cgriffith@pvschemicals.com bids@pvschemicals.com	\$2.58/gal/7500 gal \$19,350.00 Note regarding mix of chemical No Bid Bond Non-collusion- No Arrived in mail on 12/15/23 after bid opening

RESOLUTION #2024-003

**A RESOLUTION AWARDING A CONTRACT FOR
FIRE STATION #1 WATER SERVICE LINING**

WHEREAS, the project to re-line the water main resulting in the discovery that the water lateral to Fire Station #1 has deteriorated significantly and needs to be replaced; and

WHEREAS, the water line to the Fire Station goes under the new radiant heated floor and in order to install a new water lateral without impacting the apparatus bay floor, a pit and ancillary work needs to be completed outside of the Fire Station; and

WHEREAS, bids to install a spray applied lining in the existing 8” diameter combined domestic water service to the Fire Station for, were opened on December 18, 2023 with three (3) bids received with the lowest bid received from Underground Pipe Co. for \$32,154; and

WHEREAS, the City Manager and Director of Public Works recommend awarding the contract to Underground Pipe Co., 4484 State Street, Manchester, New York 14548; and

WHEREAS, an appropriation from the Capital Reserve is necessary in order to complete this work;

NOW, THEREFORE, BE IT RESOLVED, that City Council hereby awards a contract to Underground Pipe Co., 4484 State Street, Manchester, New York 14548 for a total cost of \$32,154; and

BE IT FURTHER RESOLVED, that the City Council hereby appropriates \$35,000 from the Capital Reserve to the Capital Fund to complete this work.

ADOPTED this 2nd Day of January, 2024.

ATTEST:

Erin VanDamme
City Clerk

City of Canandaigua
Purchasing Policy Quote Form

Effective Date: 4-03-2016

**THIS FORM MUST BE ATTACHED TO ALL PURCHASES OVER \$999
(UNLESS PURCHASED FROM A COMPETITIVE BID, RFP, DIRECT PAYABLE OR TRAVEL EXPENDITURES)**

Date: 18 Dec '23

Requested By: James P. Sprague, P.E.

Approved By: *James P. Sprague*

Comments: Lining that portion of the Fire Station No. 1 combined domestic water service that is underneath the building.

Account Number

REQUIRED DOCUMENTATION:

2 VERBAL QUOTES (List Below) PRODUCT OR SERVICE or PUBLIC WORKS PROJECTS (\$1,000 TO \$4,999)

3 WRITTEN QUOTES (List below and Attach Quotes) PRODUCT OR SERVICE (\$5,000 TO \$20,000)
PUBLIC WORKS PROJECTS (\$5,000 TO \$35,000)
PROFESSIONAL SERVICES (\$500 TO \$35,000)

Company Name	Company Address	Price	Selected
Shanex Pipe Services, Inc.	753 Rowley Road, Victor, NY 14564	\$34,982	
ZDKO, LLC	999 Buffalo Rd., Rochester, NY 14624	\$35,098	
Underground Pipe Co.	4414 Letting Rd., Canandaigua, NY 14424	\$32,154	X

OR CHECK ONE THAT APPLIES TO THE PURCHASE IF REQUIRED QUOTES NOT OBTAINED

AMOUNT OF PURCHASE:

NAME OF VENDOR SELECTED:

- CITY CONTRACT
- STATE CONTRACT (Provide Contract Number)
- COUNTY CONTRACT
- OTHER COOPERATIVE PURCHASING AGREEMENT:
(These must be approved by the City Attorney)
Name Of Cooperative Purchasing Agreement

SOLE SOURCE	only one possible source from which to procure goods
<input type="checkbox"/>	Documentation of a situation involving a single source supplier, must be maintained in the form of a letter on the manufacturer's letterhead confirming the single source authorized vendor.
<input type="checkbox"/>	PREFERRED PROFESSIONAL SERVICE
<input type="checkbox"/>	Explanation For Preferred Vendor



SKANEX

753 Rowley Road, Victor, NY 14564
(585)924-4070 Phone, (585)924-4629 Fax

Pipe Services Inc.

PROPOSAL

For: City of Canandaigua
Attn: Estimating
Date: 12/15/2023
Project: City Of Canandaigua
Work Type: Dual Component Epoxy Rehabilitation

QUOTE -Upon acceptance, we propose to furnish the following:

Install multiple coats of dual component epoxy on 8" ductile water main. Access is from excavation pit outside firehouse. Excavation to be done by others. Coating will take 3 - 5 days. Epoxy system is ASTM tested and certified as well as NSF 61.5 approved for potable high pressure water applications. Distance is 45 feet. \$34,982

Inclusions:

- Mobilization / Demobilization

Exclusions:

- Permits & Bonds
- Traffic Control beyond cones

SPECIAL NOTES:

- * Price is based on completion of work during the 2023 construction season.
- * Pricing is based on our standard Insurance.
- * Quotation is good for 45 days

Thank you for the opportunity to quote this project.

Sincerely,

Daniel T. Graham
President

Accepted by: _____

Print name: _____

Title: _____

Date: _____



DRAIN & SEWER EXPERTS

ZDRO, LLC
999 Buffalo Road
Rochester, NY 14624
585-432-2770

City of Canandaigua
Bkm@canandaiguanewyork.gov

Install multiple coats of dual component epoxy on an 8" ductile water main. Access is from the excavation pit outside the firehouse. Excavating to be done by others. Coating will take 3 - 5 days. Epoxy system is ASTM tested and certified as well as NSF 61.5 approved for potable high pressure water applications. Distance is 45 feet.

Total- \$35,098

zoomdrain.com



Underground Pipe Co.

183 Saltonstall St
 Canandaigua, NY 14424

✉ bkm@canandaiguanewyork.gov

ESTIMATE	#285
TOTAL	\$32,154.00

CONTACT US

4484 State St.
 Manchester, NY 14548

☎ (585) 747-8609
 ✉ matt@pipeninja.com

ESTIMATE

Services	Amount
Cleaning and Preparation Clean and descale 8" ductile iron water main with Picote milling equipment and other specialized tooling. Hydro jet and flush to remove all cuttings and debris from cleaning process.	\$0.00
Picote Epoxy Coating Install 6 - 7 coats of Picote 100% solids dual component epoxy on 8" ductile water main. Work will be performed from excavation pit outside firehouse. Installation will take approximately 3 days. Picote epoxy is ASTM tested and certified as well as NSF 61.5 approved for potable high pressure water applications. Distance is approximately 45 feet.	\$0.00
Mobilization, Equipment, Labor, and Material Price includes all mobilization, equipment, labor, and materials.	\$32,154.00

Services subtotal: \$32,154.00

Subtotal \$32,154.00

Total \$32,154.00

LOCAL LAW NO. 2023-006

A LOCAL LAW AMENDING CHAPTER 612 OF THE CANANDAIGUA MUNICIPAL CODE, PROVIDING FOR A PARTIAL TAX EXEMPTION FOR REAL PROPERTY IN THE CITY OF CANANDAIGUA OWNED BY CERTAIN PERSONS WITH LIMITED INCOME WHO ARE SIXTY-FIVE (65) YEARS OF AGE OR OVER PURSUANT TO SECTION 467 OF NEW YORK STATE REAL PROPERTY TAX LAW

WHEREAS, the effects of continually growing inflation are particularly hard-felt by persons with limited income age sixty-five or over, and

WHEREAS, current legislation authorizes the municipality to afford a certain tax exemption to property owners over age sixty-five with limited income, and

WHEREAS, the City desires to afford the exemption to persons qualified by age and income;

NOW, THEREFORE, BE IT ENACTED by the City Council of the City of Canandaigua, New York, that Chapter 612, Article VI of the Municipal Code of the City of Canandaigua is amended as follows (*new language shown in italics, omitted language shown with strikethrough*):

Section 612-25. Conditions.

In addition to any other conditions that may be set forth in said §467, and as the same may be amended from time to time, the exemption shall be granted pursuant to said §467, providing the income of the owners of the property for the income tax year immediately preceding the date of making application for exemption is less than the sum of ~~\$28,900~~ *\$38,900*. Income shall be determined in accordance with said §467. *Income shall incorporate the taxable portion of individual retirement account distributions.*

Section 612-26. Tax Reduction Schedule.

The above-mentioned exemption shall be granted according to the graduated property exemption schedule.

Graduated Property Exemption Schedule

<u>Annual Income of Property Owner(s)</u>	<u>Percentage of Assessed Valuation Exempt from Taxation</u>
Less Than or Equal to \$20,500 <i>\$30,500</i>	50%
More Than \$20,500 <i>\$30,500</i> but Less Than \$21,500 <i>\$31,500</i>	45%
\$21,500 <i>\$31,500</i> or More but Less Than \$22,500 <i>\$32,500</i>	40%
\$22,500 <i>\$32,500</i> or More but Less Than \$23,500 <i>\$33,500</i>	35%
\$23,500 <i>\$33,500</i> or More but Less Than \$24,400 <i>\$34,400</i>	30%
\$24,400 <i>\$34,400</i> or More but Less Than \$25,300 <i>\$35,300</i>	25%
\$25,300 <i>\$35,300</i> or More but Less Than \$26,200 <i>\$36,200</i>	20%
\$26,200 <i>\$36,200</i> or More but Less Than \$27,100 <i>\$37,100</i>	15%
\$27,100 <i>\$37,100</i> or More but Less Than \$28,000 <i>\$38,000</i>	10%
\$28,000 <i>\$38,000</i> or More but Less Than \$28,900 <i>\$38,900</i>	5%
\$28,900 <i>\$38,900</i> or More	0%