



**BOARD OF ESTIMATE & CONTRACT  
MEETING MINUTES  
TUESDAY, MAY 16, 2023, 4:00 P.M.**

**MAYOR'S CONFERENCE ROOM – 1<sup>ST</sup> FLOOR  
CITY HALL, MOUNT VERNON, NEW YORK  
& VIA FACEBOOK**

<https://www.facebook.com/mountvernonny/videos/195678430073598>

**Call to Order:** At 4:09 PM by Acting Mayor Danielle Browne

**Roll Call:** Roll Call and reading of agenda items administered by City Clerk Tanesia M. Walters. Meeting noticed in the Journal News.

**Board Members Present:** Comptroller Darren Morton, Acting Mayor Danielle Browne, Acting City Council President Derrick Thompson (we have a quorum).

**Absent:** Mayor Shawyn Patterson Howard (attending NYCOM), Council President Danielle Browne (Attending NYCOM)

**Others:** President Pro Tempore Derrick Thompson, Corporation Counsel Brian Johnson, Chief of Staff Kristen Reed, City Clerk Tanesia M. Walters, Deputy City Clerk Donna Jackson, Assistant Comptroller Condell Hamilton, Renata Johnson (Office of the City Clerk), Assistant Corporation Counsel Alyssa Gillespie, Deputy Commissioner Katherine Mella, Commissioner of Buildings Patrick Holder, and Commissioner of DPW Bush.

#### **OPENING OF RFP FOR DEPARTMENT OF PLANNING**

- 1. RFP: Direct Service Provider – Mount Vernon Financial Empowerment Center (Advertised Wednesday, May 3<sup>rd</sup> and Friday, May 5<sup>th</sup>, 2023 in the Journal News and also on [www.bidnetdirect.com](http://www.bidnetdirect.com); 11 RFPs downloaded on bidnet, zero submissions online and 2 bids received by mail.** Clerk Walters read the public notice was published in the Journal News and on BidNet Direct. Assistant Corporation Counsel Alyssa Gillespie administered the opening of the bids:

- a. Sole Proprietor Monique Titley, 9 Evergreen Avenue, Bronx NY 10473. No RFP Amount included.
- b. Bryan Ankraut, VP and GM for Workforce Credentialing and Community Impact, 55 Broadway, Dobbs Ferry NY 10522. 2-year total of \$531,123 for two years of consulting.

**Bid opening concluded 4:15PM.**

**ADMINISTRATION OF THE AGENDA**

**RESOLUTIONS APPROVING ORDINANCES**

- 1. Granting permission to the Comptroller to transfer funds to cover travel expenses as follows:

<u>From</u>	<u>Amount</u> <u>†</u>	<u>To</u>	<u>Amount</u> <u>†</u>
A1440.405	\$1,800.00	A8170.405	\$1,800.00

(Department of Public Works)

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton  
**On the Question:** Comptroller Morton clarified this item is for the trip that the Mayor and City Engineers are currently on in Houston, TX on City business. This covers the cost of the engineer’s travel.  
**Response:** None  
**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.  
**Nays:** None.

- 2. Granting permission to the Comptroller to transfer ARPA funds as follows:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u> <u>†</u>
A1620.203 C930	\$387,590.00	A8140203 C932	\$387,590.00

(Department of Public Works)

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton  
**On the Question:** none.  
**Response:** None  
**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.  
**Nays:** None.

- 3. Granting permission for the Mayor to enter into a Grant Agreement with the New York State Department of Environmental Conservation ("NYSDEC") and accept an MS-4 Mapping Grant in the amount of \$75,000.00 for developing GIS mapping of the City's sewer system. (The funds will be deposited into Revenue Code H3990.C939 (State Aid) and H3990.C940 (State Aid) to be appropriated to Budget Code H8120.203.C939 (Sanitary

Sewer Capital) and H8140.203.C940 (Storm Sewer Capital) throughout the contract period).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** Comptroller noted that City may have done some GIS mapping prior (2012), and the data is sitting on our server. The question is access. He contacted an IT staff member to discuss, however he will pass this to current administration to get access and possibly save money. We may find out the information is helpful or worthless, but at least we review it before we spend.

**Response:** Chief Reed noted she will investigate it.

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

4. Granting permission for the Mayor to enter into a Grant Agreement with the New York State Department of Environmental Conservation ("NYSDEC") and accept a water quality improvement grant in the amount of \$10,000,000.00 for projects entitled "Outfall 24-Sewer System Cleaning and Investigation and Sewer Rehabilitation - Phase 1. (The funds will be deposited into Revenue Code H3990.C937 (State Aid) and H3990.C938 (State Aid) to be appropriated to Budget Code H8120.203.C937 (Sanitary Sewer Capital) and H8140.203.C938 (Storm Sewer Capital)) throughout the contract period).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** none.

**Response:** none

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

5. Granting permission for the Mayor to enter into an Agreement with the US Housing and Urban Development ("HUD") and accept a community funding grant in the amount of \$1,500,000.00 for projects entitled "Outfall 24 - Sewer System Cleaning and Investigation and Sewer Rehabilitation - Phase I." - (The funds will be deposited into Revenue Code H4097.C936 (Federal Aid) to be appropriated to Budget Code H8120.203.C936 (Sanitary Sewer Capital) throughout the contract period).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** none.

**Response:** None

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

6. Granting permission to the Department of Recreation to co-sponsor "City Fest" (business, food, and culture Expo 2023) with the Friends of Mount Vernon Arts, Recreation and Youth Programs, Inc., and permission to hang banners throughout the City promoting the event. (Saturday, August 26, 2023 - rain date: Sunday, August 27, 2023, from 12:00 noon to 9:00 p.m. -Funds for this event will not exceed \$30,000.00 and will be charged to Budget Code A7620.464, (Department of Recreation 2023 Budget. The Recreation Department will be responsible for providing personnel as part of the co-sponsorship).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** none.

**Response:** None

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

7. Granting permission to the Department of Recreation to co-sponsor "Rolling into Peace" with the Department of Public Safety in Hartley Park - (Sunday, June 11, 2023, from 12:00 p.m. to 8:00 p.m. in Hartley Park. Funds from the aforesaid event will not exceed \$2,500.00 and will be charged to Budget Code: A7310.104 (Part Time Salaries).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** none.

**Response:** none

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

8. Granting permission for Councilwoman Lisa A. Copeland to attend the New York Electrification Summit in Albany, New York on May 31, 2023 (Renaissance Albany Hotel - The cost for parking, tolls, gas and mileage should not exceed \$300.00 and will be satisfied through Budget Code AIOIO.417 (City Council Education/Training).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** Acting Mayor Browne noted in the future this should be allocated to travel expense.

**Response:** None

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

9. Granting permission for the Mayor to enter into an agreement with "Fine Wine Series" for the rental of Memorial Field- (Saturday, August 19, 2023, at Memorial Field from 9:00 a.m. to midnight- the total funds of\$33,362.00, inclusive of stadium rental, vending, and public safety fees, will be deposited into Revenue Code A2001.21 (Memorial Field Revenue).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** Comptroller Morton noted that in the future the commissioner of recreation will come up with two different codes. Rather than have renters write out two checks for rental and safety, we will create a code where the revenue can be split. We are not paying for public safety for events.

**Response:** None

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

10. Granting permission to the Department of Recreation to sponsor the first (1st) Annual Juneteenth Flag Raising Event - (Brush Park on Saturday, June 10, 2023, from 10:00 a.m. to 5:00 p.m. The cost for this event is not expected to exceed \$2,500.00 and is available

in A73 10.104, Part Time Salaries, to be used for minimal staff of four (4) to monitor said event).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** Comptroller noted that this did not need to come to Council or BOE&C.

**Response:** None.

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

11. Granting permission to the Department of Recreation to sponsor the first (1st) Annual Silent Disco Event - (Hartley Park on Friday, June 2, 2023, from 6:30 p.m. to 9:30 p.m. Funds for this event are not expected to exceed \$3,000.00 and is available in A7620.458 (Special Events).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** Comptroller noted public safety overtime costs are included, thus it is appropriate to come before BOE&C.

**Response:** None

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

12. Granting permission for the Mayor to enter into a 12-month contract agreement with Transunion (TLOxp) - (for an online software subscription service for TLOxp. To be billed at the rate of \$335.00 per month for 12-months for a total of \$4,020.00 beginning April 1, 2023, to March 31, 2024. Funds to pay for this agreement are available in budget line A3120.416, Technology Upgrades, Department of Public Safety 2023 Budget).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** none.

**Response:** None

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

13. Amending Ordinance No. 20, adopted by the City Council on December 14, 2022, entitled "AN ORDINANCE DECLARING IMMINENT DANGER AND REQUESTING URGENT DEMOLITION OF AN UNSAFE BUILDING LOCATED AT 404 SOUTH FIRST AVENUE" - ([ \$75,000.00J \$179,900.00 - additional \$104,900.00 of funding available through the ARPA Funding (A.3620.405ARP) for Zombie Home Demolition)).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** Comptroller asked AC Hamilton if this amount was included in the ARPA revision, AC Hamilton confirmed yes. Commissioner Holder noted that his department must do this work by hand due to danger of a gas line, and adjacent buildings. This increased the cost and the timeframe for dismantling. Counsel Johnson noted that the amount as presented in the resolution needs to be amended. Counsel Johnson noted the City will seek to recoup amounts as this property is not city property. He recently met with the property owner.

**Response:** BOE&C agreed to pass this amendment so the vendor can be paid. The Dept of Buildings will submit additional backup and request for the additional cost borne.  
**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.  
**Nays:** None

- 14. Authorizing and directing the Comptroller to issue a City tax refund due to a clerical error- (total amount for 2022 and 2023 \$5,571.48 to Annette O. Shands at 462 Ninth Avenue South, Mount Vernon- Block 3047, Lot 39).

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton  
**On the Question:** none.  
**Response:** None  
**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.  
**Nays:** None

- 15. Authorizing the Comptroller to apply for a \$SM Environmental Facilities Corporation Emergency Infrastructure Financial Assistance Loan to Support Citywide Sewer Remediation.

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton  
**On the Question:** Comptroller noted this is an attempt to manage a cash flow issue to ensure we do not put a financial strain on the city. There is no interest on this loan. As soon as we receive funds back from the grantee, the City will repay the loan.  
**Response:** none  
**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.  
**Nays:** None

- 16. Authorizing the Mayor to convey title to property owned by the City of Mount Vernon, that is not needed for municipal use (145 South Fulton Avenue) -to 168 POBBS, LLC the property described as follows:

Street Address	Block	Lot	Sale Price
145 South Fulton Avenue	4002	19	\$95,000.00

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton  
**On the Question:** Comptroller determined that this property is a safety hazard and is owned by the City of Mount Vernon.  
**Response:** Owner is required to demolish the property within 90 days and this purchase returns the property to the tax roll.  
**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.  
**Nays:** None

**SETTLEMENTS***Settling the claim of*

<b>Item No.</b>	<b>Claimant's Name</b>	<b>Budget Code</b>	<b>Amount</b>
17.	<b>BOARD OF EDUCATION OF THE CITY OF MOUNT VERNON</b>	A1930.494 (Judgments & Settlements - 2023 Budget)	<i>\$35,000.00</i>
	<p><b>Moved:</b> President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton  <b>On the Question:</b> Counsel Johnson described the circumstances of this settlement. Acting President Thompson gave greater clarification on the destruction of property.  <b>Response:</b> None  <b>Ayes:</b> Comptroller Morton, Acting President Thompson, Acting Mayor Browne.  <b>Nays:</b> None</p> <p><b><i>Motion to take 18-20 as block vote, Thompson moves, Morton seconds. ALL AYES</i></b></p>		
18.	<b>STATE FARM a/s/o NICHELLE JOHNSON</b>	A1910.469 (Insurance Claims - 2023 Budget)	<i>\$8,125.84</i>
19.	<b>ESTELA BRITO</b>	A1910.469 (Insurance Claims - 2023 Budget)	<i>\$2,500.00</i>
20.	<b>GEICO a/s/o KARL EASON</b>	A1910.469 (Insurance Claims - 2023 Budget)	<i>\$2,213.94</i>

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton  
**On the Question:** Comptroller Morton asked about a plan of action for staff who operate city vehicles.

**Response:** Chief Reed discussed training around heavy machinery operation, and Commissioner Bush noted future training will be discussed. Thompson asked if staff were required to do defensive driving courses. Chief Reed noted is not currently required. Comptroller Morton noted there needs to be an annual training for anyone driving a city vehicle. We won't avoid all accidents, but we can minimize it through increased skillset. Councilman Thompson noted that we need to have a meeting with all staff who drive vehicles. Browne noted the training should be legislated. Comptroller noted that driving a city vehicle is a privilege, and should also be a part of city policy.

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

**TAX REVIEW SETTLEMENTS***Settling tax review proceedings for:*

**Acting Mayor Browne moves to take Tax Review Settlements as a block vote.** Seconded by Comptroller Morton.

<i>Item No.</i>	<i>Com11.any_</i>	<i>Address</i>	<i>Amount</i>
21.	<b>MT. VERNON COMMONS, LLC</b>	43 South 4 <sup>th</sup> Avenue	\$28,804.62
22.	<b>154 WEST LINCOLN AVE. CORP.</b>	154 West Lincoln Avenue	\$23,174.88
23.	<b>VERIZON NEW YORK</b>	40 South Fifth Avenue	\$7,610.24

**Moved:** President Pro Tempore Derrick Thompson, Seconded by Comptroller Morton

**On the Question:** Comptroller asked about the amounts – is the city refunding city, county, and school? BOE&C members confirmed the amounts are all city payments

**Response:** None

**Ayes:** Comptroller Morton, Acting President Thompson, Acting Mayor Browne.

**Nays:** None

**The Agenda was concluded at 5:05 PM.**

**FURTHER BUSINESS:**

Counsel Johnson noted the City was found to be liable to Anthony Della Mura who was a CSEA employee terminated by the city in 2019. The appellate division noted he must get his job back and City must pay him his salary for the last two years. Mr. Della Mura was a senior bookkeeper in the water department. The amount is approx. \$200,000 to comply with the court order. The termination happened under acting mayor Andre Wallace. The termination was not conducted under appropriate HR policy and procedures.

Chief Reed noted the upcoming May 29<sup>th</sup> Memorial Day parade, and asked the public to come out and participate.

Acting Mayor Browne noted today is Election Day for school board and library trustees.

Comptroller Morton noted *in rem* school taxes. He met with school district business officials and discussed the process for receiving the certified lists of outstanding taxes. His office will seek a legal means to have an integrated city and school system for taxpayers to pay their taxes. This is for 2020-2021, 2021-2022 years. As for the outstanding \$11.7 million, His office will make a disbursement in the next few weeks based on amounts collected. His concern is about balancing the cash flow. He will ask the Mayor and department heads to tighten belts and be frugal. As it pertains to *in rem*, the city charter is clear; he will provide the City Council recommendations in June. Notices were sent to taxpayers regarding arrears. In June there will be a list presented from the Comptroller of people requesting payment plans and those who have not cured outstanding taxes and are eligible for foreclosure. Also, we will discuss ways to help residents, but in accordance with the law, and by confirmation by the city council.



**Acting Mayor Browne asked for a motion to adjourn.** Acting Council President Thompson moved to adjourn, Comptroller Morton Seconded.

**Passed by the following vote:**

**Ayes:** Comptroller Morton, Acting Mayor Browne, Acting Council President Thompson

**Nays:** None

**Absent:** None

**There being no further business, the meeting was adjourned at 5:16 p.m.**

Donna M. Jackson, M.Ed.,  
Deputy City Clerk  
Entered May 16, 2023