

CITY OF LOCKPORT
COMMON COUNCIL MEETING AGENDA
REGULAR MEETING
January 10th, 2024
6:00 P.M.

5:30 P.M.

Committee of the Whole Meeting

6:00 P.M.

Common Council Meeting

ROLL CALL

APPROVAL OF MINUTES

Fogle: Approve Common Council minutes of
011024.1 January 1st, 2024 meeting

COMMUNICATIONS

**MOTIONS &
RESOLUTIONS**

Fogle: Congratulate employees for years of service
011024.2

Mullane: Lockport Cares – Coldest Night of the Year
011024.3

Fogle: Budget modification Deputy Treasurer and
011024.4 Deputy Clerk

ADJOURNMENT

Fogle: Adjourn meeting to January 24th,2024
011024.5

**CITY OF LOCKPORT
COMMON COUNCIL MEETING
AGENDA ADDENDUM**

January 10th, 2024

**MOTIONS &
RESOLUTIONS**

WITHDRAWN
011024.4A

Budget modification Corporation Counsel

Craig:
011024.4B

Consultant Finance Department

CITY OF LOCKPORT
CORPORATION PROCEEDINGS

Lockport Municipal Building

Regular Meeting
Official Record

January 10th, 2024
6:00 P.M.

Mayor John Lombardi III called the meeting to order.

ROLL CALL

The following Common Council members answered the roll call:
Aldermen Craig, Devine, Fogle, Kirchberger, Lupo, Mullane

INVOCATION – Pastor Steve O’Mara, Fig Tree Fellowship

RECESS

Recess for public input.

011024.1

APPROVAL OF MINUTES

On motion of Alderman Fogle, seconded by Alderman Kirchberger, the minutes of the Regular Meeting of January 1, 2024 are hereby approved as printed in the Journal of Proceedings. Ayes 6. Carried.

FROM THE MAYOR

FROM THE CITY CLERK

The Clerk submitted payrolls, bills for services and expenses, and reported that the Department Heads submitted reports of labor performed in their departments. Reviewed by the Finance Committee.

Communications (which have been referred to the appropriate City officials)

12/11/2023 From Mayor Roman, notification that Heather Peck is exempt from residency requirement listed in Section 45(1) of the City Charter.

1/2/2024 Sarah K. Lanzo, City Clerk, notification that the Lockport Municipal offices will be closed on Monday, January 15th in honor of the Martin Luther King Day.

MOTIONS & RESOLUTIONS

011024.2

By Alderman Fogle:

Resolved, that the Mayor and Common Council do hereby extend congratulations and appreciation to the following City employees for their years of dedicated service to the City of Lockport:

<u>Employee</u>	<u>Years of Service</u>	<u>Title</u>
Thomas M. LaSpada	25	Heavy Equipment Operator
Megan K. Brewer	15	Inspection Data Officer / Zoning Officer

Seconded by Alderman Craig and adopted. Ayes 6.

011024.3

By Alderman Mullane:

Resolved that pursuant to their request, permission is hereby granted to Lockport CARES, to conduct a fundraiser called "Coldest Night of the Year" which is a 2.5K walk and a 5K walk on Saturday, February 24, 2024 from 4 pm to 7 pm. The walk will begin and end at Christ Community Church, 140 Genesee Street, subject to the approval of the walk route by the Police Chief, and filing a certificate of insurance with the City Clerk prior to the walk naming the City of Lockport as additional insured, and be it further

Resolved that the Director of Highways, Parks and Water Distribution is hereby authorized and directed to arrange for delivery of barricades to the area prior to the event.

Seconded by Alderman Lupo and adopted. Ayes 6.

011024.4

By Alderman Fogle:

Whereas the City and CSEA union would like to amend the contract by increasing the grade associated to the Deputy City Clerk and Deputy Treasurer from grade 11 to grade 12; now therefore be it

Resolved that the attached MOA is authorized to be signed and that the FY 2024 General Fund is amended as follows:

Expenditures

Decrease

A.1900.54775	Contingency	\$2,898
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Increase

A.1410.51010	Full Time Wages	\$2,270
A.1410.58010	FICA	\$174
A.1410.58050	Retirement	\$454

Seconded by Alderman Craig and adopted. Ayes 6.

011024.4A WITHDRAWN (Budget Modification Corporation Counsel)

011024.4B

By Alderman Craig:

Whereas the City of Lockport Finance Director resigned effective January 4, 2024; and
Whereas the position is vital to the City of Lockport and is now vacant; and
Whereas Lumsden & McCormick recommended that the City consider funding part-time positions in the accounting department at least on a short-term basis, and

Whereas the objective of this assistance would be to allow the Treasurer's office to continue to stay abreast of current activity, while at the same time addressing needs that remain outstanding from prior years along with the current year, including the Comptroller's recent letter and properly closing the books for the year ended December 31, 2023, and

Whereas these individuals will be able to continue to assist the Staff Accountant/Finance Department in the near future and would at least help to prevent the City from falling behind, and

Whereas the City desires to retain the services of the Consultants to assist with the above services.

Now therefore be it,

Resolved that Corporation Counsel be and is hereby directed and authorized to draft consulting agreements for the position of two Accounting Consultants; and

Be it further resolved that the Mayor, subject to Corporation Counsel approval, be and the same is hereby authorized and directed to execute a contract with Mary Smith and a contract with Roger Salmons, Account Consultants, at a total cost not to exceed \$45,000.00 to be charged to account A.1325.54055.

Seconded by Alderman Devine and adopted. Ayes 6.

011024.5

ADJOURNMENT

At 6:10 P.M. Alderman Fogle moved the Common Council be adjourned until 6:00 P.M., Wednesday, January 24th, 2024.

Seconded by Alderman Devine and adopted. Ayes 6.

SARAH K. LANZO
City Clerk

CITY OF LOCKPORT
CORPORATION PROCEEDINGS

Lockport Municipal Building

Regular Meeting
Official Record

January 10th, 2024
6:00 P.M.

Mayor John Lombardi III called the meeting to order.

ROLL CALL

The following Common Council members answered the roll call:
Aldermen Craig, Devine, Fogle, Kirchberger, Lupo, Mullane

INVOCATION - Pastor Steve O'Mara
Fig Tree Fellowship

RECESS

Recess for public input.

011024.1

APPROVAL OF MINUTES

On motion of Alderman Fogle, seconded by Alderman KIRCHBERGER, the minutes of the Regular Meeting of January 1, 2024 are hereby approved as printed in the Journal of Proceedings. Ayes 6. Carried.

FROM THE MAYOR

FROM THE CITY CLERK

The Clerk submitted payrolls, bills for services and expenses, and reported that the Department Heads submitted reports of labor performed in their departments. Reviewed by the Finance Committee.

Communications (which have been referred to the appropriate City officials)

12/11/2023 From Mayor Roman, notification that Heather Peck is exempt from residency requirement listed in Section 45(1) of the City Charter.

1/2/2024 Sarah K. Lanzo, City Clerk, notification that the Lockport Municipal offices will be closed on Monday, January 15th in honor of the Martin Luther King Day.

MOTIONS & RESOLUTIONS

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Resolved, that the Mayor and Common Council do hereby extend congratulations and appreciation to the following City employees for their years of dedicated service to the City of Lockport:

<u>Employee</u>	<u>Years of Service</u>	<u>Title</u>
Thomas M. LaSpada	25	Heavy Equipment Operator
Megan K. Brewer	15	Inspection Data Officer / Zoning Officer

Seconded by Alderman CRAIG and adopted. Ayes _____.

011024.3

By Alderman: Mullane

- Lockport CARES - LFD
- H&P - LPO

Resolved that pursuant to their request, permission is hereby granted to Lockport CARES, to conduct a fundraiser called "Coldest Night of the Year" which is a 2.5K walk and a 5K walk on Saturday, February 24, 2024 from 4 pm to 7 pm. The walk will begin and end at Christ Community Church, 140 Genesee Street, subject to the approval of the walk route by the Police Chief, and filing a certificate of insurance with the City Clerk prior to the walk naming the City of Lockport as additional insured, and be it further

Resolved that the Director of ~~Streets and Parks~~ is hereby authorized and directed to arrange for delivery of barricades to the area prior to the event.

HIGHWAYS, PARKS & WATER DISTRIBUTION

Seconded by Alderman Lupo and adopted. Ayes _____

- Mary Pat
- Treasurer
- CSEA Union
- Legal
- Finance / Acct.

011024.4

By Alderman Fogle:

Whereas the City and CSEA union would like to amend the contract by increasing the grade associated to the Deputy City Clerk and Deputy Treasurer from grade 11 to grade 12; now therefore be it

Resolved that the attached MOA is authorized to be signed and that the FY 2024 General Fund is amended as follows:

Expenditures

Decrease

A.1900.54775	Contingency	\$2,898
--------------	-------------	---------

Increase

A.1410.51010	Full Time Wages	\$2,270
A.1410.58010	FICA	\$174
A.1410.58050	Retirement	\$454

Seconded by Alderman CRAIG and adopted. Ayes _____.

011024.4A - ^{coll.} WITHDRAWN (counsel budget modification)
By Alderman _____:

Whereas on November 15, 2023, the City of Lockport Common Council adopted and approved resolution 111523.10, an Unrepresented Employees Policy, which provided for a salary structure and benefit package for certain City employees covered under the policy; and

Whereas the offices of Corporation Counsel and Deputy Corporation Counsel are subject to the Unrepresented Employees Policy and the approved salary schedule in said policy; and

Whereas the Corporation Counsel and Deputy Corporation Counsel are confidential positions appointed by the Mayor, and

Whereas SEC 11(1) (C) of the Unrepresented Employee's Policy states that employees shall begin employment at Step 1 for the grade unless the Mayor determines the need for the services or the employee's experience requires that compensation be fixed at a higher step, and

Whereas the salary schedule in the said policy contemplated that the Office of the Corporation Counsel would be staffed by an additional Deputy Corporation Counsel at the rates set forth in the approved salary schedule in the 2024 fiscal year; and

Whereas the Corporation Counsel desires to return to the previous staffing level of one Corporation Counsel and two Deputy Corporation Counsel and reallocate the respective salaries set forth in the 2024 Corporation Counsel Budget, and

Whereas the Office of the Corporation Counsel and its Deputies have multiple years of municipal law experience and intends to cease contracting with outside counsel for legal services previously performed in-house; and

Whereas the Unrepresented Employees Policy may be modified by resolution of the Common Council;

Now therefore, be it

Resolved that SEC 11(1) (C) of the Unrepresented Employee's Policy be and is hereby amended to remove the Corporation Counsel and Deputy Corporation Counsel from the steps and salaries set forth in the Unrepresented Employees Policy and delegate the salaries of the Corporation and Deputy Corporation Counsel to the Mayor as the Mayor determines the need for the services or the employee's experience that requires that compensation, and be it further

Resolved that the 2024 Budget of the Corporation Counsel be and is hereby amended to remove the position of third Deputy Corporation Counsel and reallocated the salaries of the Corporation Counsel and two Deputy Corporation Counsel be set as follows:

Corporation Counsel	\$75,000.00
First Deputy Corporation Counsel	\$51,000.00
Second Deputy Corporation Counsel	\$31,000.00

Seconded by Alderman _____ and adopted. Ayes _____.

011024.4B
By Alderman CRAIG _____:

- Legal
- Mayor

Whereas the City of Lockport Finance Director resigned effective January 4, 2024; and
Whereas the position is vital to the City of Lockport and is now vacant; and
Whereas Lumsden & McCormick recommended that the City consider funding part-time positions in the accounting department at least on a short-term basis, and

Whereas the objective of this assistance would be to allow the Treasurer's office to continue to stay abreast of current activity, while at the same time addressing needs that remain outstanding from prior years along with the current year, including the Comptroller's recent letter and properly closing the books for the year ended December 31, 2023, and

Whereas these individuals will be able to continue to assist the Staff Accountant/Finance Department in the near future and would at least help to prevent the City from falling behind, and

Whereas the City desires to retain the services of the Consultants to assist with the above services.

Now therefore be it,

Resolved that Corporation Counsel be and is hereby directed and authorized to draft consulting agreements for the position of two Accounting Consultants; and

Be it further resolved that the Mayor, subject to Corporation Counsel approval, be and the same is hereby authorized and directed to execute a contract with Mary Smith and a contract with Roger Salmons, Account Consultants, at a total cost not to exceed \$45,000.00 to be charged to account A.1325.54055.

Seconded by Alderman Devine and adopted. Ayes 6.

011024.5

ADJOURNMENT

At 6¹⁰ P.M. Alderman Fogle moved the Common Council be adjourned until 6:00 P.M., Wednesday, January 24th, 2024.

Seconded by Alderman Devine and adopted. Ayes 6.

SARAH K. LANZO
City Clerk

I HEREBY CERTIFY that the persons named in this payroll are employed solely in and have actually performed the duties of positions and employments indicated for the period ending 12/21/23, PAID on date 12/28/23, is approved at dollars, \$ 556,157.96

Civil Service Mary H. Gilbert

Pay Batch 12/28/23 Total

Employees in Pay Batch 219

Female Employees in Pay Batch 53

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
207A Disability - 207A Disability	160.0000	1,790.00	Gross	556,157.96	Health Ins 298 Class 2 Family	26,029.76 .00
BERV - Bereavement	40.0000	1,286.68	Imputed Income		Health Ins 298 Class 2 Single	9,324.61 .00
CMPE 1.0 - Comp Earned @ 1.0	263.5000	.00	Federal	63,723.58	Health Ins 298 Class 3 Family	81,972.54 .00
CMPE 1.5 - Comp Earned @ 1.5	4.5000	.00	FICA	33,905.36	Health Ins 298 Class 3 Single	7,743.20 .00
CMPU - Comp Time Used	344.5000	10,825.41	Medicare	7,929.15	Health Ins 298 Class 4 Family	5,183.65 .00
COVID - CORONA VIRUS HOUR	71.0000	2,302.01	New York State	26,824.23	Health Ins 298 Class 4 Single	1,505.37 .00
EDAY - Extra Day	176.0000	6,210.30	457 % Deduction	6,729.94	Total	\$131,759.13
FHDB - Floating Holiday Buy Out	104.0000	4,735.90	457 Flat Dollar Deduction	10,085.38		
FHDE - Floating Holiday Earned	12.0000	.00	AFLAC POSTTAX	200.75	Employer Taxes	Gross Base
FHDU - Floating Holiday Used	844.0000	24,290.27	AFLAC PRETAX	355.06	FICA	33,905.36 546,857.77
FLSA - FLSA	.0000	232.68	ALLSTATE POSTTAX	735.28	Medicare	7,929.15 546,857.77
FMLN - FMLA Leave without Pay	80.0000	.00	ALLSTATE PRETAX	583.38	Total	\$41,834.51
FMLS - FMLA Sick Used	96.0000	4,078.22	Child Support	737.00	Workers' Comp	Gross Base
OOT - Out of Title	940.0000	35,479.20	Child Support - Maine	202.00	Workers Compensation - General	25,373.60 427,726.01
OOT OT 1.5 - Out of Title OT at	44.0000	1,722.61	COLONIAL LIFE POSTTAX	55.40	Workers Compensation - Sewer	2,787.83 41,536.08
OT 1.0 - Overtime at Straight 1.0	40.0000	1,196.33	Firefighter Life Ins	101.67	Workers Compensation - Water	2,557.28 43,163.05
OT 1.5 - Overtime @ 1.5	1,222.5000	54,229.02	FSA PRETAX	624.12	Workers Compensation 50%	965.30 8,507.29
OT 1.5 SHIFT 10% - OT @ 1.5	65.0000	2,625.56	Health Ins 298 Class 2 Family	2,189.44	Total	\$31,684.01
OT 1.5 SHIFT 15% - OT @ 1.5	40.0000	1,708.49	Health Ins 298 Class 2 Single	937.76		
PRSU - Personal Used	303.0000	8,339.31	Health Ins 298 Class 3 Family	1,455.10	Direct Deposits	Amount
REG - Regular	10,437.7500	309,116.97	Health Ins 298 Class 3 Single	534.64	Armed Forces Bank	2,479.35
REG PT - Regular Part Time	254.5000	7,230.62	Health Ins 298 Class 4 Family	523.12	Bank of Akron	2,802.65
REG SHIFT 10% - Regular Shift	128.0000	3,325.64	Health Ins 298 Class 4 Single	186.05	Bank of America	4,576.11
REG SHIFT 15% - Regular Shift	184.0000	4,793.81	L&M LIFE	24.68	Bank of America	4,576.11
RET REF1 - Ret Refund Contrib &	.0000	86.02	NEW YORK LIFE	309.30	BANK OF AMERICA (2)	1,527.19
RETRO - Retroactive Pay	.0000	(58.39)	RET ERS LOANS	1,781.55	BANK OF AMERICA (4)	1,076.95
RGS - Regular - Salary	70.0000	.00	RET ERS POST-TAX SCP	19.28	BANK OF AMERICA (6)	1,215.05
SAL - Salary	.0000	3,806.51	RET PF LOANS	60.00	Bank on Buffalo	3,338.93
SAL PT - Salary Part Time	.0000	1,865.37	RET PF PRE-TAX SCP	35.50	Chase	2,255.60
SCKD - Sick Bank Donated	40.0000	.00	Retire ERS Tier 6 <= \$100,000	560.84	Chase Bank	1,750.82
SCKR - Sick Bank Received	40.0000	924.00	Retire ERS Tier 6 <= \$45,000	1,815.60	Chime	250.00
SCKU - Sick Used	902.5000	26,954.29	Retire ERS Tier 6 <= \$45,000 OT	201.80	Citizens Bank	12,648.88
STIP - Stipend	.0000	192.31	Retire ERS Tier 6 <= \$55,000	813.07	Cornerstone Comm FCU	125,388.82
VAC PT - Vacation Part Time	21.0000	471.06	Retire ERS Tier 6 <= \$55,000 OT	90.00	Evans Bank	3,113.61
VACB - Vacation Buy Out -	136.0000	6,584.55	Retire ERS Tier 6 <= \$75,000	605.60	Financial Trust FCU	100.00
VACE - Vacation Earned	40.0000	.00	Retire PFRS <= \$55,000	1,740.01	Five Star Bank	779.22
VACU - Vacation Used	991.0000	29,813.21	Retire PFRS Tier 6 <= \$100,000	1,132.95	Key Bank	32,843.22
Total	18,094.7500	\$556,157.96	Retire PFRS Tier 6 <= \$75,000	1,733.93	KEY BANK (2)	2,665.92
			Retire PFRS Tier 6 <=	71.99	Key Bank (Formerly FNB)	21,627.67

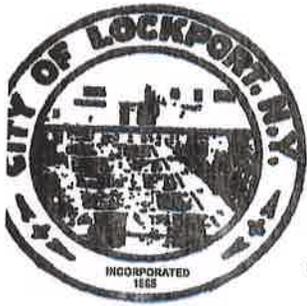
I HEREBY CERTIFY that the persons named in this payroll are employed solely in and have actually performed the duties of positions and employments indicated for the period ending 1/4/24, PAID on date 1/11/24 is approved at dollars, \$ 759,323.24
 Civil Service Mary Pat Gilbert

Pay Day Register

Pay Date Range 12/22/23 - 01/04/24
 Pay Batch 01/11/24

Pay Batch 01/11/24 Total
 Employees in Pay Batch 232
 Female Employees in Pay Batch 57

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
207A Disability - 207A Disability	160.0000	1,790.00	Gross	759,323.24	Health Ins 298 Class 2 Family	25,418.24 .00
ALWP - Administrative Leave with	28.0000	616.36	Imputed Income		Health Ins 298 Class 2 Single	10,089.20 .00
BERV - Bereavement	48.0000	1,985.54	Federal	85,188.00	Health Ins 298 Class 3 Family	92,315.02 .00
CLAL - Clothing Allowance	.0000	45,800.00	FICA	46,353.73	Health Ins 298 Class 3 Single	8,676.65 .00
CMPE 1.0 - Comp Earned @ 1.0	124.0000	.00	Medicare	10,841.09	Health Ins 298 Class 4 Family	6,483.45 .00
CMPU - Comp Time Used	270.0000	8,925.51	New York State	35,632.92	Health Ins 298 Class 4 Single	1,628.80 .00
COVID - CORONA VIRUS HOUR	80.0000	3,052.62	457 % Deduction	6,588.46	Total	144,611.36
EDAY - Extra Day	160.0000	5,852.21	457 Flat Dollar Deduction	11,254.62	Employer Taxes	Gross Base
FHDB - Floating Holiday Buy Out	80.0000	3,337.01	AFLAC POSTTAX	275.45	FICA	46,253.73 747,640.01
FHDE - Floating Holiday Earned	2,308.3400	.00	AFLAC PRETAX	470.80	Medicare	10,841.09 747,640.01
FHDL - Floating Holiday Lost	8.0000	.00	ALLSTATE POSTTAX	735.28	Total	\$57,194.82
FHDL - Floating Holiday Lost	8.0000	.00	ALLSTATE PRETAX	583.38	Workers' Comp	Gross Base
FHDL - Floating Holiday Used	688.0000	21,090.74	Child Support	737.00	Workers Compensation - General	24,963.84 426,454.29
FLSA - FLSA	.0000	107.15	Child Support - Maine	202.00	Workers Compensation - Sewer	2,315.50 44,524.85
FMLN - FMLA Leave without Pay	32.0000	.00	COLONIAL LIFE POSTTAX	55.40	Workers Compensation - Water	2,207.52 46,989.79
FMLS - FMLA Sick Used	104.0000	4,426.08	FSA PRETAX	790.80	Workers Compensation 50%	1,071.68 6,077.61
HOL - Holiday	2,278.0000	57,971.36	Health Ins 298 Class 2 Family	1,884.40	Total	330,558.54
HOLIDAYPT - Holiday - Part Time	21.0000	454.75	Health Ins 298 Class 2 Single	1,014.61	Direct Deposits	Amount
HOLW - Holiday Worked	144.0000	7,893.92	Health Ins 298 Class 3 Family	2,151.81	Armed Forces Bank	2,090.10
HOT 2.25 - Holiday Overtime 2.25	8.0000	534.34	Health Ins 298 Class 3 Single	659.10	Bank of Akron	4,459.66
LONG - Longevity Payment	.0000	151,094.64	Health Ins 298 Class 4 Family	720.39	Bank of America	6,239.81
OOT - Out of Title	632.0000	23,841.70	Health Ins 298 Class 4 Single	201.30	BANK OF AMERICA (2)	1,502.90
OOT OT 1.5 - Out of Title OT at	47.5000	1,927.48	L&M LIFE	24.68	BANK OF AMERICA (4)	1,207.50
OOT OT SHIFT 10% - OOT OT	16.0000	570.30	NEW YORK LIFE	309.30	BANK OF AMERICA (6)	1,169.62
OT 1.0 - Overtime at Straight 1.0	32.0000	686.72	Pearl Insurance through CSEA	253.47	Bank on Buffalo	4,512.65
OT 1.5 - Overtime @ 1.5	1,201.0000	53,449.81	PRINCIPAL DENTAL	1,175.37	Chase	2,225.33
OT 1.5 SHIFT 10% - OT @ 1.5	72.0000	2,823.35	PRINCIPAL VISION	217.67	Chase Bank	1,803.42
OT 1.5 SHIFT 15% - OT @ 1.5	56.0000	2,320.42	RET ERS LOANS	1,781.55	Chime	250.00
PRS PT - Personal Leave Part	7.0000	157.02	RET ERS POST-TAX SCP	19.28	Citizens Bank	14,596.19
PRSE - Personal Earned	2,355.0000	.00	RET PF LOANS	60.00	Cornerstone Comm FCU	174,737.82
PRSL - Personal Lost	23.0000	.00	RET PF PRE-TAX SCP	29.60	Evans Bank	5,150.99
PRSU - Personal Used	434.0000	12,718.20	Retire ERS Tier 6 <= \$100,000	514.00	Financial Trust FCU	100.00
REG - Regular	8,624.5000	260,289.08	Retire ERS Tier 6 <= \$45,000	1,998.06	Five Star Bank	753.05
REG PT - Regular Part Time	180.0000	6,028.75	Retire ERS Tier 6 <= \$45,000 OT	239.98	Kenmore Teachers FCU	200.00
REG SHIFT 10% - Regular Shift	120.0000	3,193.33	Retire ERS Tier 6 <= \$55,000	999.16	Key Bank	45,232.87
REG SHIFT 15% - Regular Shift	176.0000	4,801.08	Retire ERS Tier 6 <= \$55,000 OT	228.63	KEY BANK (2)	3,801.00
RETRO - Retroactive Pay	.0000	2.30	Retire ERS Tier 6 <= \$75,000	707.73		
RETRO OT - Retroactive Pay	.0000	2.32	Retire PFRS <= \$55,000	1,833.12		
RGS - Regular - Salary	70.0000	.00	Retire PFRS Tier 6 <= \$100,000	1,703.41		
SAL - Salary	.0000	3,806.51				



Office of the Mayor

LOCKPORT MUNICIPAL BUILDING
One Locks Plaza
Lockport, New York 14094
Phone (716) 439-6665
Fax (716) 439-6668

Michelle M. Roman
MAYOR

Heather Peck
85 Heathwood Drive
Amherst, NY 14221

December 11, 2023

Dear Ms. Peck,

As you are aware, the City of Lockport maintains a residency policy. Specifically, Section 45(I) of the City Charter states that emergency situations arise which require employees of the City of Lockport to be near their place of employment, to assume the continuation of public services to protect the health, safety, and general welfare of the people and that those who are residents of the City of Lockport take a greater interest in promoting the public safety and health in the future of this community than do nonresidents who reside in areas unaffected by City of Lockport services. Therefore, employees hired must be residents of the City of Lockport unless specifically provided a waiver by the Mayor of the City of Lockport.

Section 45(8) of the Charter allows the Mayor to issue a waiver of the residency policy in the event that the Mayor determines that it is in the best interests of the City of Lockport to do so. In those instances where the City has difficulty hiring or promoting the most qualified person because of its residency requirements, and that residency is not in the best interests of the municipality, the Mayor may provide said waiver.

I have considered the benefits of the requirement of residency and have determined that **you are exempt from said residency requirement** for the following reasons:

- (1) You reside within a few miles of City Hall and that your position does not involve any emergency situations;
- (2) The City had difficulty hiring/promoting the most qualified person due to the residency requirements for your position; and
- (3) That the residency requirement for your position is not in the best interests of the City.

Thank you for your continued service and dedication to the City.

Yours,

Michelle M. Roman
Mayor

COPY

Deputy City Clerk

From: cityclerk@lockportny.gov
Sent: Monday, November 27, 2023 9:19 AM
To: Emily Stoddard
Subject: FW: [EXTERNAL] Lockport CARES - Coldest Night of the Year Event
Attachments: Lockport CARES - Certificate of Insurance.pdf; CNOY 2024 - Route.pdf; Ltr - City Council - CNOY 2024.pdf

Emily,

Please place this on the agenda for the first meeting in January – as I know at this time, we will be continuing with the 2nd and 4th Wednesday's so that would be for January 10th (and then 24th)

Thank you,

Sarah

From: Dani Kelkenberg <adminassist@lockportcares.org>
Sent: Wednesday, November 22, 2023 5:14 PM
To: cityclerk@lockportny.gov
Cc: Ruth Verratti - Home <ruthiepearl1@gmail.com>
Subject: [EXTERNAL] Lockport CARES - Coldest Night of the Year Event

To whom it may concern,

Please find attached our letter requesting a permit, including map route and insurance binder.

Should you require further information, please do not hesitate to contact our Event Chairperson, Ruth Verratti or myself.

Gratefully,
Dani

--

Dani Kelkenberg
 Office Manager
 Lockport C.A.R.E.S., Inc
 Ph: 716-438-2273
 E: adminassist@lockportcares.org
 W: www.lockportcares.org

The information contained in this message may be privileged, confidential and protected from disclosure. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any



Lockport C.A.R.E.S., Incorporated
188 and 192 Genesee Street
PO Box 586, Lockport, NY 14095
Phone: 716-438-2273
Shelter: 716-280-3444
info@lockportcares.org

November 22, 2023

Lockport City Council
Lockport City Hall
One Locks Plaza
Lockport, NY 14094

Dear Council Members,

Lockport CARES is once again holding a fundraiser event on February 24, 2024 called "Coldest Night of the Year." This event will consist of either a 2.5km or 5km walk over a designated route through the City of Lockport between 4:00 pm and 7:00 pm that day.

We are requesting a permit and have provided a map of our proposed route for your review and approval. The 5km walk would be the same route, with the walkers covering the distance twice.

We're thankful for the support that the City of Lockport gives to our mission to provide shelter to the city's homeless population. We're grateful for your help in making the "Coldest Night of the Year" event a success!

With our gratitude,

A handwritten signature in cursive script, appearing to read "Ruth P. Verratti".

Ruth P. Verratti
Board Director / Event Chair
716-864-9634

A handwritten signature in cursive script, appearing to read "Rev. Benjamin Stuckey".

Rev. Benjamin Stuckey
Executive Director
716-438-2273





LOCKP-6

OP ID: CR

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/02/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER United Insurance Agency, Inc. 90 Bryant Woods South Amherst, NY 14228 David M. Naples	716-632-6118	CONTACT NAME: Christine Robinson PHONE (A/C, No, Ext): 716-632-6118 FAX (A/C, No): 716-631-5045 E-MAIL ADDRESS: crobinson@uiaj.com
	INSURED Lockport CARES Inc 192 Genesee St Lockport, NY 14094	INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Indemnity Ins. Co NAIC # 18058 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO: JECT <input type="checkbox"/> LOC OTHER	Y		PHPK2450488	08/06/2023	08/06/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2450488	08/06/2023	08/06/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10000			PHUB827850	08/06/2023	08/06/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - FA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab			PHSD1723580	08/06/2023	08/06/2024	Limit 1,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: Coldest Night of the Year, fundraising event. City of Lockport is additional insured under the General Liability to the extent of the written contract, not to exceed the limits shown above.

CERTIFICATE HOLDER City of Lockport One Locks Plaza Lockport, NY 14094	CITYLOC	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Edward C. Hillig</i>
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WHEREAS, the City of Lockport Finance Director resigned effective January 4, 2024; and

WHEREAS, the position is vital to the City of Lockport and is now vacant; and

WHEREAS, Lumsden & McCormick recommended that the City consider funding part-time positions in the accounting department at least on a short-term basis, and

WHEREAS, the objective of this assistance would be to allow the Treasurer’s office to continue to stay abreast of current activity, while at the same time addressing needs that remain outstanding from prior years along with the current year, including the Comptroller’s recent letter and properly closing the books for the year ended December 31, 2023, and

WHEREAS, these individuals will be able to continue to assist the Staff Accountant/Finance Department in the near future and would at least help to prevent the City from falling behind, and

WHEREAS, the City desires to retain the services of the Consultants to assist with the above services.

NOW THEREFORE BE IT,

RESOLVED, that Corporation Counsel be and is hereby directed and authorized to draft consulting agreements for the position of two Accounting Consultants; and

BE IT FURTHER RESOVLED, that the Mayor, subject to Corporation Counsel approval, be and the same is hereby authorized and directed to execute a contract with Mary Smith and a contract with Roger Salmons, Account Consultants, at a total cost not to exceed \$45,000.00 to be charged to account A.1325.54055.