

1. Agenda

Documents:

[AGENDA 08-20-20.PDF](#)

2. Supporting Documents

Documents:

[MEETING DOCS 082020.PDF](#)

3. Claims Analysis

Documents:

[CLAIMS ANALYSIS 082020PDF.PDF](#)

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK**

August 20, 2020
5:00 P.M.

AGENDA

Pledge of Allegiance

(RC)

Present: Mayor Colin Read, Councilors Ira Barbell (W1), Mike Kelly (W2), Elizabeth Gibbs (W3), Steve Brodi (W4), Patrick McFarlin (W5), Jeff Moore (W6)

Absent:

MAYOR’S COMMENTS:

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the Regular Meeting of the Common Council held on August 13, 2020 are approved and placed on file among the public records of the City Clerk’s Office

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending August 19, 2020 in the amount of \$_____ are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for August 11 – 17, 2020
- Reports from the Police Department dated August 17, 2020
- Minutes from the City Infrastructure Committee meeting held on August 13, 2020

COUNCILOR/DEPARTMENT CHAIR COMMITTEE REPORTS:

Governance, Strategy, and City Operations- Chair Councilor Barbell

City Infrastructure – Chair Councilor Moore

Finance and Budget – Chair Councilor Kelly

Public Safety – Chair Councilor Gibbs

Plattsburgh Public Library – Chair Councilor McFarlin

MLD - MLD Board President Councilor McFarlin

RESOLVED: That the reports as listed are hereby ordered received and any written reports are placed on file among the public records of the City Clerk’s Office.

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the week ending August 21, 2020 in the amount of \$_____are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

6. PERSONS ADDRESSING COUNCIL ON AGENDA ITEMS ONLY:

7. OTHER ITEMS:

A. RESOLVED: In accordance with the request therefore the Common Council approves a budget transfer of \$800.00 from Corporation Counsel Fees for Services (11420000-4440) to Community Development Capital Outlay (16330000-3000) for the unbudgeted cost of acquisition of land adjacent to the Reeves Lane properties owned by the City of Plattsburgh. The budget transfer will not increase appropriations for the General Fund budget and will not require the use of the Unassigned Unappropriated Fund Balance in the General Fund.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

B. THE GOVERNANCE STRATEGY AND CITY OPERATIONS COMMITTEE SELECTS BONNIE BLACK TO SERVE ON THE PUBLIC SAFETY CITIZENS REVIEW PANEL EFFECTIVE AUGUST 21, 2020.

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

C. THE GOVERNANCE STRATEGY AND CITY OPERATIONS COMMITTEE SELECTS HERB CARPENTER TO SERVE ON THE PUBLIC SAFETY CITIZENS REVIEW PANEL EFFECTIVE AUGUST 21, 2020.

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

D. RESOLVED: In accordance with the request therefore the Common Council authorizes the Mayor to enter into a Memorandum of Understanding (MOU), in a form approved by the Corporation Counsel, with the Plattsburgh Housing Authority and the Samuel f. Vilas Home to pursue a competitive application for an economic development Community Development Block Grant (CDBG) and to authorize the Mayor to execute all necessary applications and grant related documentation.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

8. TRAVEL REQUEST: None

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

10. NEW BUSINESS AND COUNCILOR REPORTS:

11. CLOSING PUBLIC COMMENTS ON ANY TOPIC:

Motion to Adjourn by Councilor _____; Seconded by Councilor _____

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

MEETING ADJOURNED: _____



Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7542
Fax: 518-561-8236
lawliss@cityofplattsburgh-ny.gov

MEMO

TO: Mayor Colin L. Read
Members of the Common Council

FROM: Fire Chief, Scott Lawliss

DATE: August 18, 2020

RE: Fire and Ambulance Responses

For this week's period: Tuesday, August 11, ~~2019~~²⁰²⁰ to Monday, August 17, 2020
our Department has responded to the following:

Fire Calls	<u>14</u>
	1 cooking fire
	4 EMS assist with patient care prior to transport ambulance
	5 alarm activations with investigation of cause
	2 dispatched cancelled en route
	1 hazardous condition with investigation
	1 watercraft rescue
Ambulance Calls	70
Mutual Aid by CVPH	11

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 08/09/2020 00:00 TO 08/16/2020 0:00

Call Type	Invalid Time	0000-0159	0200-0359	0400-0559	0600-0759	0800-0959	1000-1159	1200-1359	1400-1559	1600-1759	1800-1959	2000-2159	2200-2359	TOTALS
ABANDONED 911	0	0	0	0	0	0	0	0	1	1	0	0	0	2
ABC VIOLATIONS	0	1	0	0	0	0	0	0	0	0	0	0	0	1
ADMINISTRATIVE	0	0	0	0	1	0	0	0	0	0	0	1	0	2
AIDED MEDICAL	0	2	1	0	1	0	0	0	2	0	0	1	2	9
ALARM	0	0	0	0	0	1	1	0	1	1	1	2	0	7
ANIMAL DOMESTIC	0	0	0	0	1	0	1	2	2	1	0	1	0	8
BKGRND INVST CIVILIAN	0	0	0	0	0	0	1	0	5	0	0	0	0	6
BURGLARY	0	0	0	0	0	0	0	0	0	1	0	0	0	1
CHILD SEAT INSTALL	0	0	0	0	0	0	0	0	0	0	1	0	0	1
CITY CODE VIOLATION	0	1	0	0	0	0	0	0	0	0	0	0	0	1
CRIMINAL MISCHIEF	0	0	0	0	0	0	0	0	0	0	0	1	1	2
DISORDERLY PERSONS	0	0	0	0	0	1	2	2	1	2	0	2	0	10
DOMESTIC	0	2	0	0	1	0	0	1	3	0	2	1	2	12
DOOR UNLOCKING	0	0	0	1	1	2	0	1	1	1	1	1	0	9
DRUG INVESTIGATION	0	0	2	0	0	0	0	0	1	0	1	0	1	5
EMOTIONALLY DISTRBD PERSON	0	0	0	0	0	0	1	1	1	1	0	0	0	4
FINGERPRINTING	0	0	0	0	0	1	5	1	0	0	1	0	0	8
FOOT PATROL	0	4	3	2	0	0	3	1	6	2	0	5	5	31
HARASSMENT	0	2	0	0	1	0	0	0	1	0	2	1	0	7
INSECURE PROPERTY	0	0	0	0	0	0	0	0	0	0	0	1	1	2
JUVENILE	0	1	0	0	1	0	0	0	1	0	0	0	1	4
LARCENY	0	0	0	0	1	0	1	2	3	1	2	0	1	11
LOST AND FOUND	0	1	0	0	1	2	4	1	0	3	1	1	0	14
M/V ACCIDENT	0	0	0	0	0	0	1	4	1	4	0	0	0	10
M/V OFFENSE	0	0	0	0	0	0	0	1	0	1	1	0	0	3
MISC CALLS	0	0	0	0	0	0	0	3	2	3	2	1	1	12
MISC OFFENSES	0	0	0	0	0	1	0	1	1	0	0	0	0	3
NEIGHBOR CRISIS	0	0	0	0	0	0	0	0	0	0	0	1	0	1

NOISE VIOLATION	0	2	1	0	0	0	0	0	0	0	0	0	0	0	1	2	5	13
OUTSIDE AGENCY ASSIST	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	2
PARKING VIOLATIONS	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0	1	0	4
PAROLE NOTIFICATION	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
PRISONER TRANSPORT	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
PROPERTY RETRIEVAL	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1	3
REPOSESSION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
SAFE SCRIPTS PROGRAM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
SERVICES	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	2
SEX CRIMES	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
SEX OFFNDR REGISTRATION	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	2
SICK LEAVE	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
SUSPICIOUS ACTIVITY RPT	0	0	1	1	0	1	0	0	1	0	1	0	0	0	0	1	1	7
TRAFFIC STOP	0	2	1	0	0	0	0	0	0	1	0	0	0	0	0	6	6	16
TRESPASSING	0	2	0	1	0	1	0	0	1	0	0	0	0	0	0	1	1	7
WELFARE CHECK	0	2	0	0	0	0	1	1	1	1	3	0	0	0	0	8	6	21

Totals: 0 22 10 10 6 10 14 23 27 40 42 35 269

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 01/01/2020 00:00 TO 08/16/2020 0:00

Call Type	Invalid Time	0000-0159	0200-0359	0400-0559	0600-0759	0800-0959	1000-1159	1200-1359	1400-1559	1600-1759	1800-1959	2000-2159	2200-2359	TOTALS
ABANDONED 911	0	10	6	0	9	6	7	4	14	5	8	14	7	90
ABC VIOLATIONS	0	15	0	0	0	0	0	1	1	0	1	2	4	24
ABSCONDED	0	1	2	1	1	1	1	0	2	3	0	0	3	15
ADMINISTRATIVE	0	3	3	4	3	7	1	2	2	2	4	12	5	48
AIDED MEDICAL	0	15	16	6	7	4	11	14	18	19	17	21	16	164
ALARM	0	10	19	8	24	21	14	16	16	14	17	12	6	177
ANIMAL DOMESTIC	0	4	5	3	2	8	21	18	15	13	17	13	9	128
ANIMAL WILD	0	1	0	1	0	1	3	3	0	0	2	2	3	16
ARSON	0	0	0	0	0	0	1	0	0	0	0	0	0	1
ASSAULT	0	2	5	0	5	1	1	2	1	3	2	5	1	28
BEAT MONITORING	0	22	10	0	0	0	0	0	0	0	1	0	0	33
BKGRND INVST CIVILIAN	0	0	0	6	48	124	96	53	13	1	0	0	0	341
BKGRND INVST SWORN	0	0	0	0	0	0	2	0	0	0	0	0	0	2
BURGLARY	0	0	0	1	0	2	0	2	3	5	1	4	1	19
CHILD SEAT INSTALL	0	0	0	0	0	0	0	0	0	0	2	3	0	5
CITY CODE VIOLATION	0	3	1	1	1	3	5	3	9	8	9	16	4	63
COMPUTER CRIME	0	0	0	0	0	0	0	1	0	0	0	0	0	1
CRIMINAL MISCHIEF	0	5	2	4	5	9	10	10	10	11	8	6	3	83
CROSSING GUARD	0	0	1	2	1	0	0	0	0	1	0	0	1	6
DEATH INVEST	0	0	3	1	2	4	2	1	1	1	0	1	2	18
DISORDERLY PERSONS	0	22	13	5	6	13	19	13	23	27	28	14	24	207
DOG SEIZURE	0	0	0	0	0	0	0	3	1	1	1	0	0	6
DOMESTIC	0	32	10	8	11	15	20	26	23	23	33	35	40	276
DOOR UNLOCKING	0	2	3	2	9	10	22	20	24	21	16	15	8	152
DRUG INVESTIGATION	0	4	3	2	3	13	14	19	27	19	10	10	8	132
DWI / IMPRD / DRUGS	0	3	4	0	1	0	0	0	0	0	0	4	7	19
EMOTIONALLY DISTRBD PERSN	0	6	5	3	3	7	10	14	17	18	14	12	19	128
ENDANGERING WELFARE	0	1	0	0	0	0	0	0	0	1	0	0	0	2

SICK LEAVE	0	2	8	19	13	6	12	13	35	20	7	4	10	149
SUSPICIOUS ACTIVITY RPT	0	25	24	8	5	7	12	11	15	10	8	24	30	179
TRAFFIC DETAIL	0	0	0	0	0	0	0	1	1	1	2	9	1	15
TRAFFIC STOP	0	113	61	15	1	10	38	31	38	38	37	222	213	817
TRESPASSING	0	9	14	2	4	5	12	16	12	11	14	8	19	126
WARRANT	0	3	1	3	1	3	5	4	5	8	1	6	2	42
WELFARE CHECK	0	35	19	9	12	29	62	63	46	47	62	68	55	507

Totals: 0 635 473 181 251 674 852 844 868 688 585 897 872 7820



Richard A. Marks
City Chamberlain

Department of Finance
41 City Hall Place
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

DATE: August 17, 2020
MEMO TO: Mayor Read
FROM: Richard Marks 
RE: Budget Transfer – General Fund

It is being requested to adjust the 2020 General Budget, as follows:

Increase: General Fund – Comm. Dev. Capital Outlay	16330000-3000	\$800.00
Decrease: General Fund – Corp. Counsel Fees for Services	11420000-4440	\$800.00

To provide for the unbudgeted cost in the 2020 General Fund budget in Community Development appropriations for the acquisition of land adjacent to the Reeves Lane properties owned by the City of Plattsburgh. The budget transfer will establish a Capital Outlay appropriation needed for the transaction for an addition to land that is required to be capitalized as a fixed asset of the City. The budget transfer will not increase appropriations for the General Fund budget and will not require the use of the Unassigned Unappropriated Fund Balance in the General Fund.

Thank you for your attention to this request.

Cc: Dean Schneller
Matt Miller

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 08/21/2020

City:	Payee	Description	Amount
	City Chamberlain - T&A Acct.	Transfer ACH payment - weekly Blue Shield & monthly CanaRx cost	59,470.74
	Wind River Environmental LLC	39 loads of sludge hauled to Franklin County & Grasslands - WPCP - Jul 2020	16,394.16
	Franklin County Landfill	Tipping fees sludge hauled to the landfill - WPCP - Jul 2020	15,686.58
	Triangle Electric	Misc electrical services - WPCP & WFP - Jul/Aug 2020	13,453.50
	NEWS of New York Inc.	Solid waste disposal - DPW - Jul/Aug 2020; Special waste disposal - WPCP - Jul 2020	5,952.61
	Law Offices of Dean C. Schneller	Corporate Counsel services all City Depts net of payroll - Jun 27, 2020- Jul 26, 2020	5,100.00
	Refunds (68)	Refunds - Gym Memberships - Aug 2020	4,484.00
	Wells Communications	Replacement/repair radios, mounting brackets, Lighting - Police -Jul/Aug 2020	4,165.50
	Goldberger & Kremer	Labor matters Part B services - Corp Counsel - Jul 2020	4,109.15
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	4,090.16
	Verizon Wireless	Mobile phone billing monthly charges - Jul 2020 - all departments	3,840.87
	Ronnie L. Santor	Police Academy & Train'g Director fee per 05/29/20 contract- Police - Aug 2020	3,333.33
	Saratoga Associates P.C.	Consulting DRI streetscape/riverfront access design services and LWRP - Aug 2020	3,311.50
	Core & Main LP	Hymax couplings - water main repairs - DPW - Jul 2020	2,363.62
	Ronald Parmeter	Reimburse NARCO petty cash - Police - Feb 24, 2020 - July 29, 2020	2,271.37
	Adirondack Janitorial	Cleaning service for the month - Police - Jul 2020	1,955.00
	Endyne, Inc.	Process monitoring for bacteria, etc. - WPCP & WFP - Jul/Aug 2020	1,883.00
	Tokio Marine HCC	Ins deductible for 6/27/20 auto damaged by fire truck during funeral procession-Fire-Jun '20	1,596.89
	MX Fuels & Propane/Vaincourt Fuels Div.	995.9 gallons of gasoline - Police - Jul/Aug 2020	1,454.91
	ACE Electric	Repair of light fixtures at City Court - City Clerk - Jun 2020	1,291.92
	Robert Garrand	Lease of 79 Margaret St. for station use - Police - Sep 2020	1,200.00
	Modern Mechanical FAB, Inc.	Machining of shear pins - WPCP - Jul/Aug 2020	1,127.50
	Symquest Group Inc.	Printer MFP MPS - all depts - Jul '20; Leases - Lib - Aug '20; Buyout - Rec - Aug '20	1,008.31
	Others - 62 total others	Various (average \$119.18 each)	7,388.91
		Total City	166,933.53
MLD:			
	Northern Lift Trucks Inc	Propane operated forklift - Aug 2020	31,995.00
	C & S Engineers Inc	Engineer'g srvc PSAP Grant: intersection signal design - Mar-Jul 2020	22,900.00
	Altec Industries Inc.	Annual preventative maintenance of line trucks & digger derrick - Aug 2020	5,887.10
	Clinton County DSS (4)	Refunds of HEAP payments applied to electricity accts - Jul/Aug 2020	2,106.49
	Stuart C. Irby Co.	Various supply purchases - Jul 2020	1,865.10
	WESCO Dist. Inc.	Nylon web sling, riser arrester, silicone lubricant, washers, credits - Jul/Aug 2020	1,432.96
	Others - 20 total	Various (average \$96.28 each)	1,925.53
		Total MLD	68,112.18
Specials:			
	Journal Transfers (not expenditures)	2018 Café Plan adj Police due to Gen & Gen to Café; 2018 to present T/A interest due Gen	6,264.80
	Journal Transfers (not expenditures)	Trans from MLD Op Fund to General Fund-Analyzed Service Chg. Glens Fall Bank-July 2020	476.16
	Capital Expenditures	WPCP dewatering upgrades electrical contract - June & July 2020	120,857.10
	Special Revenue	CDSC pass-through Return of program income collected during 2019	62,844.73
		Total Specials	190,442.79
	Gross Total		\$ 425,488.50
	Less: Inter-Fund Transactions		6,740.96
	Total Net Expenditures		\$ 418,747.54
Payroll:			
	Total Payroll Headcount	Pay Period	Year to Date
		44	264
	Base Hourly & Salary	37,091.64	\$ 6,506,789.36
	Overtime, Standby & Shift Differentials	3,040.64 8.20%	648,171.06 9.96%
	Vacation, Holiday, Pers. & Accum.		
	Leave & severance	14,905.42 40.19%	1,162,582.87 17.87%
	Sick, Bereavement Leave, Jury	824.50 2.22%	347,207.41 5.34%
	Longevity - AFSCME bi-weekly \$4.3k	Mgmt. bi-weekly \$3k 0.00%	140,103.86 2.15%
	Higher Class Pay	5.76 0.02%	51,716.92 0.79%
	Sick Leave Buyout	0.00%	- 0.00%
	Health Insurance Buyout	0.00%	59,313.08 0.91%
	Clothing/Uniform Allow - PD, MLD	0.00%	37,950.00 0.58%
	College Degree Allowances	Police 0.00%	12,600.00 0.19%
	Severance - sick leave time	0.00%	181,847.32 2.79%
	Retroactive Pay	0.00%	5,349.65 0.08%
	Grand Total	\$ 55,867.96	\$ 9,153,631.53
	Overtime, Standby & Shift Diff	Fire 0.00%	\$ 253,353.55 39.09%
		Police 100.00%	158,651.09 24.48%
		MLD 0.00%	94,500.80 14.58%
		DPW 0.00%	79,447.52 12.26%
		WPCP 0.00%	47,209.79 7.28%
		Other City Depts. 0.00%	13,770.21 2.12%
		Library 0.00%	1,238.10 0.19%
		Overtime, Standby & Shift Diff - by depart.	\$ 3,040.64

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2020 Budget vs. Actual
Payroll Period Ended 8/21/2020
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	266,000.00	170,238.39	253,353.55	(83,115.16)
Police	266,000.00	170,238.39	158,651.09	11,587.30
DPW	209,627.00	134,160.01	94,500.80	39,659.21
MLD	163,440.00	104,600.61	79,447.52	25,153.09
WPCP	71,310.00	45,637.97	47,209.79	(1,571.82)
Other City	45,154.00	28,898.29	13,770.21	15,128.08
Library	<u>4,842.00</u>	<u>3,098.85</u>	<u>1,238.10</u>	<u>1,860.75</u>
Total	<u>1,026,373.00</u>	<u>656,872.50</u>	<u>648,171.06</u>	<u>8,701.44</u>
Net O/T Cost	YTD Actual	O/T Recoveries	Net O/T Cost	Net YTD Variance
Fire	253,353.55	420.00	252,933.55	(82,695.16)
Police	158,651.09		158,651.09	11,587.30
DPW	94,500.80	2,636.84	91,863.96	42,296.05
MLD	79,447.52		79,447.52	25,153.09
WPCP	47,209.79		47,209.79	(1,571.82)
Other City	13,770.21		13,770.21	15,128.08
Library	<u>1,238.10</u>		<u>1,238.10</u>	<u>1,860.75</u>
Total	<u>648,171.06</u>	<u>3,056.84</u>	<u>645,114.22</u>	<u>11,758.28</u>