1. Agenda

   Documents:

   AGENDA 09-17-20.PDF

2. Supporting Documents

   Documents:

   MEETING DOCS 091720.PDF

3. Claims Analysis

   Documents:

   CLAIMS ANALYSIS 091720.PDF

REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
SEPTEMBER 17, 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 September 10, 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 September 16, 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 September 8-14, 2020
- Report from the Building Inspector's office for the week of September 1-15, 2020
- Reports from the Police Department dated September 14, 2020
- Minutes from the City Infrastructure Committee meeting held on September 10, 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 September 18, 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: That the Mayor is authorized to sign a renewal contract for Assessment Services under Section 1537 of the Real Property Tax Law with the County of Clinton a copy of the proposed contract is made part of the minutes of this meeting. The dates of the contract are January 1, 2021 thru December 31, 2023.

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

B. RESOLVED: In accordance with the request therefore the Common Council hereby agrees to and authorizes entering into an agreement with the Town of Ausable to provide 3A chief operator services for approximately 20 hours per month at $38.50 per hour, subject to approval of contract form by Corporation Counsel.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

C. RESOLVED: In accordance with the request therefore the Common Council approves revising capital project H5110.58, 2016 Saranac River Trail – Phase II, to include the additional costs for completion of the project of $648,096, bringing the total project cost to $3,754,229, for which the City has a September 6th, 2016, bond resolution authorizing the issuance of $2,570,000 of serial bond debt to pay for the completion of the project. The City will have a total debt issued on behalf of this project of $1,810,363 per the project funding details, of which $574,000 has been issued in 2017, leaving $1,236,363 to be issued in 2020

By Councilor _____; Seconded by Councilor _____

Discussion:

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 approves the construction contract for "Saranac River Trail Phase 2" be awarded to the low bidder, Luck Brothers, Inc., in the amount of $3,098,501.31 and authorizes the Mayor to execute all necessary documents.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

E. RESOLVED: In accordance with the request therefore the Common Council adopts a Compensation and Benefit policy for all Managers of the City of Plattsburgh. The entire text of which has been distributed to and read by the members of the Common Council, is hereby enacted without the reading thereof and a copy is made part of the minutes of this meeting.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

F. RESOLVED: that the Common Council hereby encourages the Mayor to present a revised budget for 2021, prior to October 8th of this year, providing that the 2021 general fund budget be reduced by at least 10% overall, with reductions in wages and salaries primarily through retirements and that total no more than 5% of the General Fund budget

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: _____

DISCOVER
Plattsburgh

Plattsburgh, New York

Scott Lawliss
Fire Chief

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

MEMO

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

FROM: Fire Chief, Scott Lawliss

DATE: September 15, 2020

RE: Fire and Ambulance Responses

For this week's period: Tuesday, September 8, ~~2019~~ 2020 to Monday, September 14, 2020
our Department has responded to the following:

Fire Calls **21**

1 Commercial building inside cooler fire
7 EMS assist with patient care prior to transport ambulance
10 alarm activations with investigation of cause
3 MVA

Ambulance Calls **60**

Mutual Aid by CVPH **18**

DEPARTMENT: Building Inspector

REPORTING PERIOD: 09/01/20 TO 09/15/20

COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
GARBAGE	14
PROPERTY MAINTENANCE	4
WORKING WITHOUT PERMIT	1
DEPARTMENT TOTALS	19
REPORT TOTALS	19

** END OF REPORT - Generated by Lisa Beebie **

DEPARTMENT: Building Inspector REPORTING PERIOD: 09/01/20 TO 09/15/20

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
2059	117 BRINKERHOFF ST		EMAIL	JOHN J MOSSEY / 0	09/08/2020
VIOLATION		SEVERITY	AREA	COMPLY BY COMPLIED	
GARBAGE		0			7 DAYS OPEN

GARBAGE MOVED FROM FRONT OF PROPERTY TO REAR. BROKEN BAGS OF GARBAGE, AND DRIVEWAY FILLING UP WITH GARBAGE AGAIN

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/09/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/09/20	09/09/20		.00
COMPLAINT	JIM WELCH				.00

COMPLAINT/VIOLATION TOTALS .00

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
2048	118 BRINKERHOFF ST			SCOTT CAMPBELL / 0	09/04/2020
VIOLATION		SEVERITY	AREA	COMPLY BY COMPLIED	
GARBAGE		0			11 DAYS OPEN

Trash out front and down the driveway.

PROPERTY MAINTENANCE	0	

Front steps have fallen off.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/06/20		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPERANCE TICKE	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/06/20	09/06/20		.00
COMPLAINT	JIM WELCH				.00

COMPLAINT/VIOLATION TOTALS .00

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
2058	118 BRINKERHOFF ST		EMAIL	SCOTT CAMPBELL / 0	09/08/2020
VIOLATION		SEVERITY	AREA	COMPLY BY COMPLIED	
GARBAGE		0			7 DAYS OPEN

GARBAGE STILL AN ISSUE, HAS JUST BEEN MOVED TO A DIFFERENT LOCATION ON SIDE OF BUILDING.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/09/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

DEPARTMENT: Building Inspector REPORTING PERIOD: 09/01/20 TO 09/15/20

REFERENCE / COMPLAINT/VIOLATION	LOCATION / CASE	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/09/20	09/09/20		.00
COMPLAINT	JIM WELCH				.00
COMPLAINT/VIOLATION TOTALS					.00

2051 126 BRINKERHOFF ST — GARY BERTRAND — 09/04/2020

PHONE CALL 0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				11 DAYS OPEN

LOOSE GARBAGE PILES ON WELLS STREET SIDE OF PROPERTY

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE		09/05/20		09/04/20
NOTICE	NOTICE	NEW		09/05/20		
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/05/20	09/05/20		.00
COMPLAINT	JIM WELCH				.00
COMPLAINT/VIOLATION TOTALS					.00

2056 129 BROAD ST — MOUNTAIN HARBOR PROPERTIES LLC — 09/11/2020

IN PERSON 0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				4 DAYS OPEN

Loose garbage around the property.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/12/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	NICK WALKER	09/12/20	09/12/20		.00
COMPLAINT	NICK WALKER				.00
COMPLAINT/VIOLATION TOTALS					.00

2057 13 SMITH ST — CRAIG A LAPLANTE — 09/11/2020

PHONE CALL 0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				4 DAYS OPEN

GARBAGE PILING UP ON PROPERTY, NOT BEING ATTENDED TO.

PROPERTY MAINTENANCE	0

HOME LOOKS IN DISREPAIR, UNSIGHTLY.

WORKING WITHOUT PERMIT	0

DEPARTMENT: Building Inspector

REPORTING PERIOD: 09/01/20 TO 09/15/20

REFERENCE / CASE / COMPLAINT/VIOLATION	LOCATION / COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED

APPEARS ROOF IS BEING REPLACED, NO PERMIT VISIBLE.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/13/20		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPERANCE TICKE	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KYLE BURDO	09/13/20	09/13/20		.00
COMPLAINT	KYLE BURDO				.00

COMPLAINT/VIOLATION TOTALS .00

2049 142 BRINKERHOFF ST — NATHAN M WILSON — 09/03/2020

0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				12 DAYS OPEN

LOOSE GARBAGE PILING UP OUTSIDE OF STORAGE AREA FOR GARBAGE

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE		09/04/20		09/04/20
REINSPECT	INSPECTION	DONE				09/04/20
ORDER PICK UP	OTHER	NEW		09/05/20		

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/04/20	09/04/20		.00
COMPLAINT	JIM WELCH				.00

COMPLAINT/VIOLATION TOTALS .00

2054 26 CITY HALL PL — A & B RENTAL PROPERTIES LLC — 09/10/2020

0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
PROPERTY MAINTENANCE	0				5 DAYS OPEN

ON RESPONSE FOR AUDIBLE ALARM, FOUND A HOLE IN ROOF OF TOP FLOOR STAIRWELL. CEILING WET AND WIRES FOR DETECTOR WERE CORRODED . DECTECORS IN THE BUILDING APPEAR TO BE VERY OLD.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/12/20		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPERANCE TICKE	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/12/20	09/12/20		.00
COMPLAINT	JIM WELCH				.00

COMPLAINT/VIOLATION TOTALS .00

DEPARTMENT: Building Inspector

REPORTING PERIOD: 09/01/20 TO 09/15/20

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
2055	53 JOHNSON AVE			GERALD F CARPENTER 0	09/10/2020

VIOLATION | SEVERITY | AREA | COMPLY BY | COMPLIED
PROPERTY MAINTENANCE | 0 | | | | 5 DAYS OPEN

RESIDENT AT UNIT 17 HAS DOG AND IS NOT PICKING UP EXCREMENT IN THE COMMON OUTSIDE AREA USED BY ALL RESIDENTS.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/11/20		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPERANCE TICKE	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KYLE BURDO	09/11/20	09/11/20		.00
COMPLAINT	KYLE BURDO				.00

COMPLAINT/VIOLATION TOTALS .00

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
2047	55 BROAD ST			MOUNTAIN HARBOR PROPERTIES LLC 0	09/04/2020

VIOLATION | SEVERITY | AREA | COMPLY BY | COMPLIED
GARBAGE | 0 | | | | 11 DAYS OPEN

LOOSE GARBAGE ON PROPERTY - OVERFLOWING GARBAGE BINS

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/05/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/05/20	09/05/20		.00
COMPLAINT	JIM WELCH				.00

COMPLAINT/VIOLATION TOTALS .00

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
2050	62 COUCH ST			MOUNTAIN HARBOR PROPERTIES LLC 0	09/03/2020

VIOLATION | SEVERITY | AREA | COMPLY BY | COMPLIED
GARBAGE | 0 | | | | 12 DAYS OPEN

GARBAGE COMPLAINT - PLACE LOOKS LIKE A MESS

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE		09/04/20		09/04/20
NOTICE	NOTICE	NEW		09/05/20		
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

DEPARTMENT: Building Inspector

REPORTING PERIOD: 09/01/20 TO 09/15/20

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/04/20	09/04/20		.00
COMPLAINT	JIM WELCH				.00

COMPLAINT/VIOLATION TOTALS .00

2046 67 BRINKERHOFF ST — NABIH REAL ESTATE INC — 09/03/2020

PHONE CALL 0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				12 DAYS OPEN

GARBAGE CONTINUES TO BE A PROBLEM AT THIS PROPERTY. GARBAGE CANS ARE NOT BEING BROUGHT BACK TO SIDE OF HOUSE AFTER PICK UP; GARBAGE CONTINUES TO PILE UP IN FRONT YARD.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/04/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/04/20	09/04/20		.00
COMPLAINT	JIM WELCH				.00

COMPLAINT/VIOLATION TOTALS .00

2045 68 COURT ST — 68 COURT STREET LLC — 09/03/2020

0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				12 DAYS OPEN

CHAIR LEFT AT CURB

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/04/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	09/04/20	09/04/20		.00
COMPLAINT	JIM WELCH				.00

COMPLAINT/VIOLATION TOTALS .00

2060 75 JOHNSON AVE — RICKI C SMITH — 09/08/2020

0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				7 DAYS OPEN

MULTIPLE CARDBOARD BOXES OF ITEMS LEFT BY CURB.

DEPARTMENT: Building Inspector REPORTING PERIOD: 09/01/20 TO 09/15/20

REFERENCE / CASE / COMPLAINT/VIOLATION	LOCATION / COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/09/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT		09/09/20	09/09/20		.00
COMPLAINT					.00

COMPLAINT/VIOLATION TOTALS .00

2052 77 SAILLY AVE — 15 CHAMPLAIN LLC — 09/04/2020

PHONE CALL 0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				11 DAYS OPEN

GARBAGE OVERLOWING BINS AND NOT BEING PICKED UP.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/05/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	NICK WALKER	09/05/20	09/05/20		.00
COMPLAINT	NICK WALKER				.00

COMPLAINT/VIOLATION TOTALS .00

2053 CHAMPLAIN ST — KEL PROPERTIES LLC — 09/09/2020

EMAIL 0

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLIED	
GARBAGE	0				6 DAYS OPEN

Garbage has been out for weeks, smell is bad and animals getting in to it.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		09/10/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	NICK WALKER	09/10/20	09/10/20		.00
COMPLAINT	NICK WALKER				.00

COMPLAINT/VIOLATION TOTALS .00

DEPARTMENT TOTALS 16 COMPLAINTS/VIOLATIONS .00

DEPARTMENT: Building Inspector

REPORTING PERIOD: 09/01/20 TO 09/15/20

REFERENCE	LOCATION CASE COMPLAINT/VIOLATION	COMMENT	AREA SOURCE	RESPONSIBLE PARTY SEVERITY		CREATED COMPLIED
COMPLAINT/VIOLATION ACTIVITY 09/01/20-09/15/20:			16	CREATED		
REPORT TOTALS			16	COMPLAINTS/VIOLATIONS	.00	
COMPLAINT/VIOLATION ACTIVITY 09/01/20-09/15/20:			16	CREATED		

** END OF REPORT - Generated by Lisa Beebie **

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 09/06/2020 00:00 TO 09/13/2020 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	1	0	0	0	0	1	0	0	3	0	5
ADMINISTRATIVE	0	0	0	0	0	0	0	0	0	0	0	1	0	1
AIDED MEDICAL	0	0	0	0	0	0	1	0	0	1	2	2	0	6
ALARM	0	0	0	0	1	0	0	0	0	0	3	0	0	4
ANIMAL DOMESTIC	0	1	0	0	0	0	1	0	1	0	0	0	0	3
BKGRND INVST CIVILIAN	0	0	0	0	0	3	6	0	1	0	0	0	0	10
BURGLARY	0	1	0	0	0	0	0	0	0	0	0	0	0	1
CITY CODE VIOLATION	0	0	0	0	0	0	2	0	1	0	1	0	0	4
CRIMINAL MISCHIEF	0	0	0	0	0	1	0	1	1	0	0	0	2	5
DEATH INVEST	0	0	0	0	0	0	0	0	0	0	0	1	0	1
DISORDERLY PERSONS	0	0	2	0	0	0	0	1	0	0	2	0	3	8
DOMESTIC	0	1	1	1	0	0	0	1	2	2	1	0	0	9
DOOR UNLOCKING	0	0	0	0	0	0	0	0	1	1	0	1	0	3
DRUG INVESTIGATION	0	1	0	0	0	0	0	0	0	0	1	0	0	2
EMOTIONALLY DISTRBD PERSN	0	0	0	0	0	1	2	0	0	1	2	0	0	6
FINGERPRINTING	0	0	0	0	0	0	6	1	2	0	0	0	0	9
FIRE	0	0	0	0	0	0	0	0	0	0	1	0	0	1
FOOT PATROL	0	5	5	3	0	2	0	2	3	0	0	1	3	24
HARASSMENT	0	0	1	0	0	0	1	0	0	1	0	1	0	4
INSECURE PROPERTY	0	0	0	0	0	0	0	0	1	1	0	0	1	3
JUVENILE	0	0	1	0	0	3	0	1	2	4	0	0	2	13
LARCENY	0	0	0	0	0	2	0	0	1	0	0	0	0	3
LOST AND FOUND	0	0	0	0	0	0	2	2	2	0	1	0	0	7
M/V ACCIDENT	0	0	0	0	0	1	2	3	0	2	0	0	1	9
M/V OFFENSE	0	0	0	0	0	0	0	0	0	1	0	2	0	3
MARIHUANA INVST	0	0	0	0	0	0	0	0	1	0	0	0	0	1
MEDIATION-NO OFFENSE	0	0	0	0	0	1	1	0	0	0	0	0	0	2
MISC CALLS	0	0	0	1	0	1	2	0	3	1	2	3	0	13

MISC OFFENSES	0	0	0	1	0	0	0	1	0	2	0	0	0	4
NEIGHBOR CRISIS	0	0	0	0	0	0	0	1	2	0	0	0	0	3
NOISE VIOLATION	0	6	1	0	1	0	1	0	1	1	1	3	4	19
OUTSIDE AGENCY ASSIST	0	0	0	0	0	1	0	0	0	0	0	2	0	3
PARKING VIOLATIONS	0	0	0	0	0	0	0	1	0	0	0	0	0	1
PROPERTY RETRIEVAL	0	0	0	0	0	0	0	0	1	1	0	1	0	3
SAFE SCRIPTS PROGRAM	0	0	0	0	0	0	2	2	0	0	0	0	0	4
SERVICES	0	0	0	0	0	1	2	2	1	0	0	1	0	7
SEX OFFNDR REGISTRATION	0	0	0	0	0	0	0	0	1	0	0	0	0	1
SICK LEAVE	0	0	0	0	1	1	3	0	1	0	0	0	0	6
SUSPICIOUS ACTIVITY RPT	0	1	1	0	0	0	0	2	1	2	2	1	3	13
TRAFFIC DETAIL	0	0	0	0	0	0	0	0	0	0	0	0	1	1
TRAFFIC STOP	0	9	4	0	1	0	2	3	3	1	0	19	7	49
TRESPASSING	0	0	1	0	1	0	2	0	1	0	0	1	1	7
WARRANT	0	1	0	0	0	0	0	0	1	0	0	0	0	2
WELFARE CHECK	0	2	1	0	0	1	1	1	1	2	0	5	1	15
Totals:	0	28	18	7	5	19	39	25	37	24	19	48	29	298

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 01/01/2020 00:00 TO 09/13/2020 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	7	1	9	6	7	5	15	5	9	18	8	100
ABC VIOLATIONS	0	15	0	0	0	0	0	1	2	0	1	2	4	25
ABSCONDED	0	1	2	1	1	1	1	0	2	3	0	0	3	15
ADMINISTRATIVE	0	4	3	4	3	8	1	2	2	3	4	14	5	53
AIDED MEDICAL	0	16	16	7	7	4	12	14	19	22	20	24	17	178
ALARM	0	11	20	8	26	21	15	18	17	16	22	13	6	193
ANIMAL DOMESTIC	0	5	6	3	3	8	24	22	18	14	19	17	9	148
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	4	1	3	3	5	2	32
BEAT MONITORING	0	22	10	0	0	0	0	0	0	0	1	0	0	33
BKGRND INVST CIVILIAN	0	0	0	6	49	175	105	53	14	1	0	0	0	403
BKGRND INVST SWORN	0	0	0	0	0	0	2	0	0	0	0	0	0	2
BURGLARY	0	1	1	1	0	2	0	3	3	5	1	4	1	22
CHILD SEAT INSTALL	0	0	0	0	0	0	0	0	0	0	4	3	0	7
CITY CODE VIOLATION	0	6	1	1	1	3	8	4	12	10	13	17	5	81
COMPUTER CRIME	0	0	0	0	0	0	0	1	0	0	0	0	0	1
CRIMINAL MISCHIEF	0	5	2	4	6	13	13	12	13	12	8	7	5	100
CROSSING GUARD	0	0	1	2	1	0	0	0	0	1	0	0	1	6
DEATH INVEST	0	0	3	1	3	5	2	1	1	3	0	4	2	25
DISORDERLY PERSONS	0	22	14	6	7	14	20	14	26	27	31	15	29	225
DOG SEIZURE	0	0	0	0	0	0	0	3	1	1	1	0	0	6
DOMESTIC	0	36	11	11	12	16	20	29	25	27	39	40	44	310
DOOR UNLOCKING	0	2	3	2	9	10	25	23	26	25	16	18	8	167
DRUG INVESTIGATION	0	5	3	2	4	13	15	20	28	21	13	11	9	144
DWI / IMPRD / DRUGS	0	3	4	1	1	0	0	0	0	0	0	4	8	21
EMOTIONALLY DISTRBD PERSN	0	6	5	3	3	12	14	14	19	23	16	13	20	148
ENDANGERING WELFARE	0	1	0	0	0	0	0	0	0	1	0	0	0	2

FINGERPRINTING	0	0	0	0	3	19	66	46	33	10	6	3	1	187
FIRE	0	0	1	1	0	1	1	2	4	0	4	3	2	19
FOOT PATROL	0	145	127	49	0	27	64	45	73	28	7	82	138	785
FORGERY	0	0	0	0	0	0	0	1	0	0	0	0	0	1
FRAUD	0	0	1	0	0	2	4	6	3	1	3	4	0	24
HARASSMENT	0	8	6	3	4	8	16	23	24	27	32	27	26	204
INSECURE PROPERTY	0	24	32	5	0	5	12	6	12	5	4	8	16	129
JUVENILE	0	3	3	0	3	12	13	13	17	20	10	7	14	115
LARCENY	0	7	3	1	6	26	38	37	37	25	18	14	7	219
LOST AND FOUND	0	5	17	5	12	21	33	35	24	34	13	9	7	215
M/V ACCIDENT	0	3	5	1	14	26	52	81	93	61	34	17	10	397
M/V OFFENSE	0	7	2	1	0	1	5	11	5	10	11	20	10	83
M/V THEFT	0	0	1	0	0	0	0	1	0	1	0	0	0	3
MARIHUANA INVST	0	1	0	0	0	1	0	0	1	1	1	3	2	10
MEDIATION-NO OFFENSE	0	3	1	0	2	3	7	6	5	0	4	0	2	33
MISC CALLS	0	21	22	6	11	42	41	58	70	71	56	63	50	511
MISC OFFENSES	0	7	1	1	0	8	14	10	14	15	4	4	4	82
MISSING PERSON	0	0	0	0	3	2	2	1	2	2	4	2	6	24
NARCO INTEL	0	0	0	1	0	0	0	0	0	0	0	0	1	2
NEIGHBOR CRISIS	0	2	0	0	1	4	7	17	11	12	13	10	5	82
NOISE VIOLATION	0	73	36	9	6	5	15	15	26	32	28	87	92	424
OPEN CONTAINER	0	2	0	0	0	0	0	0	0	0	0	0	2	4
OUTSIDE AGENCY ASSIST	0	8	8	1	1	9	11	7	7	6	4	12	12	86
PARKING VIOLATIONS	0	7	1	2	4	7	16	20	14	6	7	4	1	89
PAROLE NOTIFICATION	0	0	0	0	4	25	16	17	6	0	0	0	0	68
PRISONER TRANSPORT	0	0	1	0	3	29	13	9	8	5	8	6	0	82
PROPERTY RETRIEVAL	0	1	0	0	1	7	9	13	18	16	13	15	6	99
REPOSSESION	0	0	0	1	0	0	0	0	0	2	0	1	0	4
ROBBERY	0	0	1	0	0	0	0	1	0	0	0	0	0	2
SAFE SCRIPTS PROGRAM	0	0	0	0	0	7	13	10	12	0	0	0	0	42
SERVICES	0	4	4	3	7	49	23	23	24	11	5	9	8	170
SEX CRIMES	0	1	0	0	0	2	8	11	5	7	6	2	1	43
SEX OFFNDR REGISTRATION	0	0	0	0	1	48	30	13	15	3	1	0	1	112

SICK LEAVE	0	3	9	20	14	8	15	14	38	20	8	4	10	163
SUSPICIOUS ACTIVITY RPT	0	29	27	11	5	8	12	14	17	12	11	28	33	207
TRAFFIC DETAIL	0	0	0	0	0	0	0	1	1	1	2	11	2	18
TRAFFIC STOP	0	140	83	16	2	11	46	38	45	41	38	275	266	1001
TRESPASSING	0	10	15	2	6	7	14	17	14	14	17	10	22	148
WARRANT	0	4	1	3	1	3	6	5	7	8	1	6	2	47
WELFARE CHECK	0	39	22	10	12	30	70	71	51	54	68	83	59	569
Totals:	0	731	547	217	276	776	981	944	980	784	664	1060	1007	8967

CONTRACT FOR ASSESSMENT SERVICES

THIS AGREEMENT made this day of , 2020

BETWEEN: **CLINTON COUNTY**, a municipal corporation with offices located at 137 Margaret Street, Plattsburgh, New York, (hereinafter referred to as the "County");

and

CITY OF PLATTSBURGH, a municipal corporation with offices located at 41 City Hall Place, Plattsburgh, New York, (hereinafter referred to as the "City").

WITNESSETH:

WHEREAS, the City has a duly appointed City Assessor, who is employed by the City; and

WHEREAS, RPTL 1537 of the Real Property Tax Law ("RPTL") authorizes municipalities with the power to assess real property ("Assessing Unit") to enter into an agreement with a county for appraisal services, assessment services and exemption services, provided that the Assessing Unit has adopted a resolution subject to permissive referendum to enter such an agreement; and

WHEREAS, the City is a Assessing Unit as defined in the RPTL, and a municipal corporation as defines in Article 5G of the General Municipal Law; and

WHEREAS, the City has duly adopted a resolution pursuant to RPTL 1537 § (1)(b) authorizing the City to enter into such an agreement with the County of Clinton for operation of an assessment office and to perform assessment services; and

WHEREAS, the County Legislature has duly adopted Resolution No. _____ dated _____ authorizing the County Administrator to enter into and execute an agreement with the City to operate an assessment office and to perform assessment services for the City;

WHEREAS, the County Real Property Tax Service Office has the ability to perform assessment services for the City;

WHEREAS, the City has requested that the County enter into a "joint services" with the City for purposes of Article 5G of the General Municipal Law through its Real Property Tax Service Office to provide assessment services for the City, and the County is willing to provide such services for the City for the years 2021, 2022, and 2023.

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. The City hereby hires and retains the County to provide assessment services to the City, and the County agrees to provide assessment services to the City, in the manner provided by Real Property Tax Law, Section 1537. The County will

provide staff to perform such services and a person shall be deemed the assessor of the City (Designated Assessor") and shall be subject to all provisions of law pertaining to assessors. Any person designated by the County to perform these services will be approved by resolution, by the City.

In the event that the designated assessor is unable to perform his or her duties, the City shall appoint an acting assessor as stipulated in the Real Property Tax Law, Section 314. Such appointment shall be from the County's qualified staff.

2. A copy of the Agreement shall be filed by the County with the New York Office of Real Property Services on or before the taxable status date of the first assessment role to which it is to apply.

3. The term of this agreement shall be from January 1, 2021 through December 31, 2023.

4. The City agrees to provide the County with access to all historical City assessment records and information, and any and all other records and information now within the City files, as required by the Designated Assessor in the performance of the assessing services to be performed under this agreement. Such assessment records shall remain the property of the City and will be housed within the County for the duration of this agreement, however, other City Departments will be provide with access and/or electronic copies of these City records by the County upon their reasonable request.

5. The Designated Assessor shall be one full-time County employee. In addition to the Designated Assessor, the County will provide two (2) full-time Assessment Control Examiners ("ACE") who shall also be employed by the County. The County may provide such additional services and personnel, including oversight by the County Director and support staff, as it deems necessary, in its sole discretion. The descriptions of Assessment Services provided by the County to the City, to be performed by the County, are summarized in the annexed Schedule B.

6. The City will not provide any employees pursuant to this agreement.

7. The City agrees to provide access to all technology and electronic resources currently utilized and located in the City Assessor's Office.

8. It is the intent of the parties to this agreement to regularly conduct an assessment update and to further maintain said updates at a percentage equalization rate as updates are accomplished.

9. It is the intent of the parties to this agreement to participate in and cooperate with any or all revaluations or updates that the County or City coordinates. However, the expense of any City-wide revaluation during this agreement shall not be borne by the County.

10. It is understood that all exemption services, the administration of real property exemptions and office operations are the sole responsibility of the County.

11. It is further understood that the City shall be solely responsible for the appointment of persons to serve on the City's Board of Assessment Review as well as for all costs associated with the conduct of such Board in the performance of all of its functions, including its administrative review of assessment grievances in the City.

12. In consideration for the services provided by the County to the City, as set forth above and as more particularly described in the attached Schedule B, the City agrees to pay the County the fees per parcel as set forth in the attached Schedule A.

13. Absent a specific written agreement with the County and /or Plattsburgh City School District, the City shall be solely responsible for all costs and expenses, including by not limited to attorney's fees and professional appraisal costs arising out of the assessment services provided by the County under this agreement, including small claims proceedings, Article 7 proceedings, Article 78 proceedings, and any other litigation in any court or before any administrative agency arising out of the assessment services provided by the County.

14. In addition to the sums to be paid to the County pursuant Schedule A of this agreement, the County agrees to be solely responsible for payment of all expenses, costs and charges incurred by the County in the performance of this agreement on behalf of the City, including but not limited to charges for mileage, telephone, photocopying, postage and other similar charges.

15. The City agrees to defend, indemnify, and save harmless the County from any and all claim(s) arising out of services performed in furtherance of this agreement , including those specifically arising out of negligent acts or omissions of City officers, employees, and agents (if applicable) including any costs for legal services and the defense of any said claims. Absent a specific written agreement with the County and/or the Plattsburgh City School District, the City shall control the retention of counsel and experts, and all litigation costs shall be borne solely by the City.

16. The financial disclosure form required by RPTL § 336 shall be filed with the Clinton County Board of Ethics by the Designated Assessor.

17. The County and the City agree that if private or public grants or other financial assistance becomes available as a result of the parties entering this Agreement, including but not limited to a qualified shared services payment, all such benefits shall be shared equally by the County and the City.

18. It is intended by both the City and the County that the County's status is that of an independent contractor, and that nothing in this agreement shall be construed to create an employer/employee relationship between the City and the County.

19. Notwithstanding any other provisions of this agreement, either party may elect to terminate this agreement upon sixty (60) days written notice to the other party with the annual fee pro-rated as of the effective date of termination.

20. The City agrees to the Maintenance of a System of Improved Real Property Tax Administration (i.e. Cyclical Aid System) as outlined in Real Property Tax Law (RPTL) Section 1573. The County agrees to assist in the preparation of all

applications for Maintenance Aid and make every possible effort to assure the City qualifies for available payments. Notwithstanding paragraph 17 above, the Maintenance Aid monies are not to be shared with the County.

21. The City and the County do not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provisions of services. The City and the County warrant that they are in compliance with the Americans with Disabilities Act and will, in carrying out the requirements of this contract; comply in all respects with provisions of the Act and its implementing regulations.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

Contract for Assessment Services – City of Plattsburgh

Signatures

City of Plattsburgh:

_____ _____
Colin Read Date
Mayor

Real Property

_____ _____
Martine M. Gonyo Date
Director of Real Property

Certificates of Insurance Approved:

_____ _____
Kimberly M. Kinblom Date
Deputy County Administrator

County Attorney:

_____ _____
Jacqueline M. Kelleher, Esq. Date

Chairperson, Clinton County Legislature:

_____ _____
Mark R. Henry Date

SCHEDULE A

In consideration of the assessment services to be provided by the County, the City of Plattsburgh agrees to pay the County for each parcel contained in the completed final assessment roll, with the total amount of parcels for the year, the following amount for the 2021 roll year:

$24.51 per parcel multiplied by each parcel contained in the completed final assessment roll, with the total amount, for that year parcels for a total annual payment for the 2021 roll year. The City shall make this payment to the County within 30 days receipt of a County invoice.

In the event the number of parcels is increased or decreased in the second year of the term of this agreement as documented in the completed final assessment roll, the annual payment will be adjusted accordingly utilizing the same calculation set forth above.

The $24.51 per parcel was calculated based on the County employees hired due to agreement with the City that require full employee benefits, including family health insurance coverage. In the event the family health care insurance, other employee benefits, or office equipment are not required for the County employees, the fee per parcel will be reduced accordingly. Additionally, in the event that other municipalities convert to full assessing the net additional revenue from those conversions shall be credited to the City of Plattsburgh expense calculations to reduce the per parcel rate accordingly.

For the second (2022) year of the term:

$25.73 per parcel multiplied by each parcel contained in the completed final assessment roll with the total amount for that year's parcels. The City shall make this payment to the County within 30 days receipt of a County invoice.

In the event the number of parcels is increased or decreased in the second year of the term of this agreement, or in subsequent years, as documented in the completed final assessment roll, the annual payment will be adjusted accordingly utilizing the same calculation set forth above.

The $25.73 per parcel was calculated based on the County employees hired due to agreement with the City that require full employee benefits, including family health insurance coverage. In the event the family health care insurance, other employee benefits, or office equipment are not required for the County employees, the fee per parcel will be reduced accordingly. Additionally, in the event that other municipalities convert to full assessing the net additional revenue from those conversions shall be credited to the City of Plattsburgh expense calculations to reduce the per parcel rate accordingly.

For the third (2023) year term:

$26.51 per parcel multiplied by each parcel contained in the completed final assessment roll, with the total amount, for that year's parcels. The City shall make this payment to the County within 30 days receipt of a County invoice.

In the event the number of parcels is increased or decreased in the third year of the term of this agreement, or in subsequent years, as documented in the completed final assessment roll, the annual payment will be adjusted accordingly utilizing the same calculation set forth above.

The $26.51 per parcel was calculated based on the County employees hired due to agreement with the City that require full employee benefits, including family health insurance coverage. In the event the family health care insurance, other employee benefits, or office equipment are not required for the County employees, the fee per parcel will be reduced accordingly. Additionally, in the event that other municipalities convert to full assessing the net additional revenue from those conversions shall be credited to the City of Plattsburgh expense calculations to reduce the per parcel rate accordingly.

City of Plattsburgh to provide at their expense: fees as described in paragraphs 13, 14, 15.

SCHEDULE B

ASSESSMENT SERVICES TO BE PROVIDED BY THE COUNTY OF CLINTON

The Clinton County Real Property Tax Service Office will designate a person to act as the City's assessor ("Designated Assessor"), pursuant to the agreement between the City and the County, who shall meet the minimum qualification, training and certification requirements established by the New York State Board of Real Property Services for assessors at 9 NYCRR Part 188.

The Designated Assessor shall review building permits, new construction, demolitions and real property sales, and conduct such field reviews of properties, so as to inventory and value each parcel of real property in the City as of the taxable status date.

The Designated Assessor will timely prepare, file and verify the tentative and final assessment rolls of the City, and cause notice thereof to be published and posted as required by law. With regard to the administrative review of assessments by the City's Board of Assessment Review, the Designated Assessor will receive assessment grievances and complaints from property owners and transmit same to the City's Board of Assessment Review and will attend scheduled hearings before the Board. The Designated Assessor will make all changes in assessments as may be directed by said Board.

All exemption, description, valuation and related data entry, together with the timely processing of assessment/taxable status notices for property owners, will remain the sole responsibility of the County's assessment staff.

The Designated Assessor shall review applications for exemption and determine the eligibility of the applicants for such exemptions. In any administrative or judicial proceeding to review an assessment in which the denial of an exemption is at issue, the Designated Assessor shall provide such testimony and other evidence as may be necessary to defend the denial of exempt status.

The Designated Assessor shall prepare for, attend, appear and represent the City in all Small Claims Assessment Review (SCAR) proceedings, including but not limited to hearings before appointed hearing officers.

The Designated Assessor shall cooperate with and provide documentation and assistance to the attorneys who represent the city in all on-going and future tax certiorari proceedings, in the State Supreme Court, as well as any appraisers and their experts retained in connection with those proceedings, and in any subsequent appellate proceedings. The Designated Assessor shall cooperate and participate in the negotiation of settlements of those proceedings, including attendance at settlement conferences and shall provide recommendations to the appropriate Board, including the Common Council, with regard to the approval of negotiated settlements.

The Designate Assessor shall prepare, file and verify all City special district assessment

rolls and outside user rolls.

The Designated Assessor shall prepare and maintain such information as may be required for the preparation, administration, enforcement and appeal of Payments in Lieu of Taxes (PILOTS).

The Designate Assessor or County Director shall attend City Common Council meetings when so requested by the Mayor.

The Designated Assessor will meet personally with property owners on an as needed basis and by appointment.

If the Designated Assessor is temporarily unavailable, an employee from the County Real Property Office will fill in as the temporary representative.

The Designated Assessor shall be one full-time County employee. In addition to the Designated Assessor, the County will provide two (2) full-time Assessment Control Examiners ("ACE") who shall also be employed by the County. The County may provide such additional services and personnel, including oversight by the County Director and support staff, as it deems necessary, in its sole discretion.

09/16/2020

COMPENSATION AND BENEFIT POLICY FOR ALL MANAGERS OF THE CITY OF PLATTSBURGH

This Compensation and Benefit Policy for Managers shall replace and supersede all prior resolutions, policies, procedures, salary schedules, promises and agreements containing the terms and conditions of employment of Managers hired by the City of Plattsburgh. No City representative shall have the authority to offer any Manager any benefit not consistent with this policy. This policy may be modified or revoked by the Common Council at any time.

APPLICATION OF THIS POLICY

This Compensation and Benefit Policy for Managers shall apply to all full time employees of the City of Plattsburgh occupying titles not represented by a recognized or certified employee organization as that term is defined in NYS Civil Service Law Article 14 (hereafter "Managers"). This Policy replaces and supersedes the Level 1 Manager Agreements as well as the salary and manager benefits for the managers in the Police Department, Fire Department and Building Inspector's Office. This Compensation and Benefit Policy shall not apply to part time, seasonal and temporary employees or elected officials.

MANAGER EMPLOYMENT

Managers shall at all times perform all of the duties required of their position as set forth in the applicable civil service job description to the best of their ability. In carrying out their duties and responsibilities, the Manager shall comply with all city policies, procedures, rules and regulations, both oral and written.

WAGES

There shall be no salary schedule for Managers and the salary of each Manager shall be set by the City every year. At the time of hire of a Manager, the Manager's salary shall be determined by the Mayor, subject to confirmation by the Common Council. Annually, the Mayor shall recommend a salary for each Manager for the following year in his proposed budget. The Common Council shall set the salary of each Manager as part of the budget approval process. There shall be no salary schedule for Managers and Managers shall not receive any longevity payments.

Salaries shall be paid bi-weekly and shall be subject to mandatory employment deductions.

VACATION

(A) Managers covered by this policy shall be entitled to 10 working days' vacation during each of their first five years of continuous service. After five years of continuous service, such Managers

shall be entitled to 15 working days of vacation. After 10 years of continuous service, such Managers shall be entitled to 20 working days' vacation. After 20 years of continuous service, such Managers shall be entitled to 25 working days' vacation

(B) Vacations shall be taken in the year during which the Manager becomes entitled thereto, and no part of such vacation leave in excess of 5 days may be carried over to the following year without the prior written consent of the Mayor, which consent shall be requested prior to the first day of January of the year into which the vacation leave is to be carried over.

(C) Managers covered by this policy shall receive payment for no more than 5 unused vacation days upon separation.

(D) A Manager hired after January 1, during any given calendar year, will initially receive a prorated amount of vacation days to be used that calendar year based upon the number of days remaining in the calendar year in which he or she is hired. The following January 1, and every January 1 thereafter, a full year's worth of vacation credits shall be allotted based upon the Manager's length of service.

SICK LEAVE

(A) A Manager covered by this policy shall be granted 12 working days per year of sick leave. The Mayor may require a physician's certificate for any absence of more than 2 consecutive days. Should the Manager fail to produce such a certificate when required by the Mayor, the Manager shall not be permitted to charge sick leave for the absence.

(B) A Manager may accumulate up to a total of 60 days of sick leave.

(C) Sick leave shall for all purposes be considered as continuous service, but, in the event of termination or separation of employment for any reason, unused and accumulated sick leave shall be cancelled.

(D) No payment of unused and accumulated sick leave will be made.

(E) A Manager hired after January 1, during any given calendar year, will initially receive a prorated amount of sick leave to be used that calendar year based upon the number of days remaining in the calendar year in which he or she is hired. The following January 1, and every January 1 thereafter, a full year's worth of sick leave shall be allotted.

(F) In the event of a death in the immediate family of an Manager (defined herein as the: spouse, parents, stepparents, children, sister, brother, grandparents, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandchildren, step-brothers, step-sisters, half-brothers, half-sisters), the Manager shall be granted three (3) consecutive work days' leave of absence with pay for the days

he/she would otherwise have worked to make household adjustments or arrange to attend funeral services. The Mayor may require proof of death and/or proof of relationship.

(G) A Manager shall be entitled to a one (1) day leave of absence with pay to attend funeral services in the event of the death of an aunt, uncle, niece, nephew, brother-in-law, or sister-in-law. The Mayor may require proof of death and/or proof of relationship.

MILEAGE

Managers required to use private motor vehicles for city business will be reimbursed for mileage at the then current IRS rate.

HOLIDAYS AND PERSONAL LEAVE

(A) All Managers covered by this policy shall be entitled to receive time off for each of the following 12 holidays:

New Year's Day
Martin Luther King Day
President's Day
Memorial Day
Juneteenth
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Christmas Eve Day
Christmas Day

(B) All Managers covered by this policy shall be entitled to (2) days of personal leave per year which shall not carry over to the following year. Use of such personal leave shall be subject to written approval by the Mayor, which approval shall not be unreasonably withheld. Upon separation, no payment of unused and accumulated sick leave will be made. A Manager hired after January 1, during any given calendar year, will initially receive a prorated amount of personal leave to be used that calendar year based upon the number of days remaining in the calendar year in which he or she is hired.

RETIREMENT HEALTH INSURANCE

(A) To be eligible for City provided health insurance during retirement, a Manager must retire pursuant to the rules and regulations of the applicable NYS retirement system, have 20 years of service credit with the City and have reached age 55 prior to retirement from the City. The City

will provide single, two-person, or family coverage until the Manager becomes eligible for Medicare or the death of the Manager, whichever shall first occur, at which time the City will no longer provide any coverage to the Manager, his/her spouse or any dependents. Notwithstanding the foregoing, the spouse of an eligible retiree shall only receive coverage until the spouse becomes eligible for medicare or the death of the retiree, whichever shall occur first, at which time the City will no longer provide coverage.

(B) Managers that qualify for retiree health insurance as set forth above, shall contribute toward the applicable healthcare premium at the same rate as such Manager contributed as an employee at the time of his retirement.

(C) The City shall determine the plan or plans to be made available to retirees.

ACTIVE MANAGER HEALTH INSURANCE

(A) The City will provide health insurance coverage to Managers, their spouses, and/or their dependents. Managers shall contribute 22.5% of the applicable health insurance premium through payroll deduction. The City shall determine the plan or plans to be made available to Managers.

(B) Managers who opt out of the City's health insurance program shall receive $1000 if eligible for individual coverage, $2000 if eligible for two-person coverage, or $2500 if eligible for family coverage, payable the first pay period in December. Those opting out must provide proof of alternative coverage. The decision to opt out shall be made by November 30 of the year preceding the opt-out year.

(C) The City will provide health insurance coverage to the verified domestic partner of a Manager under the same conditions that the City provides such coverage to the domestic partners of other employees.

CLOTHING ALLOWANCE

Managers covered by this policy, other than Managers of the police and fire departments, will not receive a clothing allowance. Managers of the police and fire departments covered by this policy shall receive the same clothing allowance as the employees they supervise receive pursuant to the applicable collective bargaining agreement.

JURY DUTY

Managers covered by this policy shall be granted the necessary time off, with pay, to perform jury duty. Managers serving jury duty shall report to work if excused from service prior to noon.

EFFECTIVE DATES

This policy shall be effective December 31, 2020.

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 09/18/2020

	Payee	Description	Amount
City:			
	Jacqueline Bellew - Rec of Taxes	2020-2021 Town of Plattsburgh School Taxes-Gen'l, MLD, DPW Water & Sewer Funds	253,445.72
	NYS Municipal Workers' Comp	NYS workers' compensation premium - 4th qtr 2020 - all departments	133,000.50
	Plattsburgh City School District	School district share of PHA PILOT (7/1/19-6/30/20) - Finance - Sep 2020	104,355.96
	Blue Shield of Northeastern NY	Group admin and stop-loss insurance fees for Oct 2020 - All Depts	79,164.28
	ProAct, Inc.	Prescription health care cost for retirees - Aug 16-31, 2020 - all depts.	54,037.22
	City Chamberlain - T&A Acct.	Transfer ACH payment - weekly Blue Shield	42,227.41
	Tyler Technologies	2020 Munis software maintenance, support and off-site hosting fees	24,205.53
	Franklin County Landfill	Tipping fees sludge hauled to the landfill - WPCP - Aug 2020	21,534.24
	Wind River Environmental LLC	41 loads of sludge hauled to Franklin County & Grasslands - WPCP - Aug 2020	17,792.70
	K&S 104 Inc	Phone and internet managed services (formerly Primelink) - All Depts - Sep 2020	6,949.00
	Temp-Press Inc.	Quarterly calibration, electronic transmitter, analog input - DPW - Sep 2020	5,907.43
	Law Offices of Dean C. Schneller	Corporate Counsel services all City Depts net of payroll - Jul 27, 2020- Aug 26, 2020	5,345.00
	New England Organics	94.46 tons of sludge hauling to Grasslands landfill - WPCP - Sep 2020	5,289.76
	Wells Communications	Equipment installations - DPW & Police - Aug/Sep 2020	4,908.91
	NYS Academy of Fire Science	Training fees for two new firefighters - Fire Dept. - Aug 2020	4,414.00
	Surpass Chemical Co.	Sodium hypochlorite 4951 gal - WPCP - Sep 2020	4,267.76
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	4,197.01
	Cheryl Hamel	2020-2021 Saranac Central School Taxes-Akey landfill prop(GF) & water supply (WF)	4,128.66
	Verizon Wireless	Mobile phone billing monthly charges - Aug 2020 - all departments	4,008.25
	Pitney Bowes Reserve Account	Postage for mail machine reserve account - Data Proc - Sep 2020 forward	4,000.00
	NEWS of New York Inc.	Solid waste disposal - DPW - Aug 2020	3,715.47
	NYS Industries for the Disabled	City Court reimbursable cleaning costs - Municipal Court - Aug 2020	3,492.47
	TM Auto Repair Center Inc.	Unit 305 repairs - Police - Aug 2020	3,209.05
	Darla Bilow	2020-2021 Northern Adk Central School Taxes - Gen Fund (Harvey Road - landfill)	3,122.83
	NYS Electric & Gas	Elec. & gas charges all facilities - WPCP & Police - Aug 2020	2,236.97
	Brandy Kiroy	Tuition reimbursement - Fall course - Police - Aug 2020	2,158.74
	Glens Falls National Bank	Lock box processing for mailed payments - Data Proc - Aug 2020	2,141.39
	Adirondack Janitorial	Cleaning service for the month - Police - Aug 2020	1,785.00
	Jennifer Parliament	2020-2021 Beekmantown Central School Taxes - Water Supply Rand Hill - WFP	1,652.56
	Goldberger & Kremer	Labor matters Part B services - Corp Counsel - Aug 2020	1,645.00
	Endyne, Inc.	Process monitoring for bacteria, etc. - WPCP & WFP - Aug/Sep 2020	1,556.00
	Cala Colpoys	Tuition reimbusement for HR management course, Fall - Pol - Aug 2020	1,421.80
	Fastenal Co.	Gloves & nuts & bolts, eye saline statiion - WFP/WPCP/Fire - Aug/Sep 2020	1,272.55
	Keller Kowalowski	Tuition reimbursement - Fall course - Police - Aug 2020	1,086.87
	Pitney Bowes	Lease for mail machine - Data Proc - 07/10-10/09/20	1,024.02
	Others - 93 total others	Various (average $195.13 each)	18,146.75
		Total City	832,846.81
MLD:			
	Jacqueline Bellew - Rec of Taxes	2020-2021 Town of Plattsburgh School Taxes - substations & distribution systems	61,335.72
	IEEP - Energy Efficiency Program	Monthly Efficiency Program payment from customer collections - Aug 2020	30,432.72
	MLD	MLD Operating cash trans to MLD HDLS Restricted - Sep 2020	17,442.70
	City Chamberlain	Sales tax for Aug 2020 transfer to make state payment	16,989.23
	Jennifer Parliament	2020-2021 Beekmantown Central School Taxes - transmission towers	5,963.92
	Stuart C. Irby Co.	Loadbreak mounting/body, cutout door, protective cap, rubber - Aug 2020	3,563.90
	American Test Center	Annual dielectric testing of boom on bucket & digger derrick trks - Aug 2020	1,940.00
	WESCO Dist. Inc.	Rubber gloves, sleeves, blankets, T slot brackets - Aug/Sep 2020	1,473.68
	Clinton County DSS (4)	Refunds of HEAP payments applied to electricity accts - Sep 2020	1,161.55
	Others - 18 total	Various (aver 149.80 each)	2,696.38
		Total MLD	142,999.80
	Gross Total		$ 975,846.61
	Less: Inter-Fund Transactions		17,442.70
	Total Net Expenditures		$ 958,403.91

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 09/18/2020

Payroll:		Pay Period		Year to Date	
Total Payroll Headcount		44		264	
Base Hourly & Salary		43,919.80		$ 7,270,472.82	
Overtime, Standby & Shift Differentials	Fire holiday and O/T adjustments	4,328.68	9.86%	722,340.92	9.94%
Vacation, Holiday, Pers. & Accum. Leave & severance	LaPierre 10.1k (Kirby 14.4k, Todd 12.7k, Drolette .8k, Ellsworth 12.1k, Martineau 1.3k, Polhemus 1.4k, Tardiff 2.8, Trim 1.1k, Williamson .2k, Wood .2k, Kiroy .3k, Pelletier 3.6k, Brown 1.7k, Maurice 5.1k, Sciole 18.0k)	7,183.45	16.36%	1,292,072.10	17.77%
Sick, Bereavement Leave, Jury		1,767.04	4.02%	384,609.35	5.29%
Longevity - AFSCME bi-weekly $4.3k	Mgmt. bi-weekly $3k		0.00%	153,020.86	2.10%
Higher Class Pay			0.00%	65,050.93	0.89%
Sick Leave Buyout			0.00%	-	0.00%
Health Insurance Buyout			0.00%	59,313.08	0.82%
Clothing/Uniform Allow - PD, MLD			0.00%	38,850.00	0.53%
College Degree Allowances	Police		0.00%	12,900.00	0.18%
Severance - sick leave time	LaPierre 22.4k (Kirby 18.5k, Todd 41.6k, Drolette .1k, Ellsworth 39.7k, Tardiff .2k, Trim .2k, Wood .2k, Kiroy 22.5k, Pelletier .1k, Brown 2.1k, Maurice 9.4k, Sciole 24.8k)		0.00%	181,847.32	2.50%
Retroactive Pay			0.00%	5,349.65	0.07%
Grand Total		$ 57,198.97		$10,185,827.03	
Overtime, Standby & Shift Diff	Fire		0.00%	$ 273,090.48	37.81%
	Police	4,328.68	100.00%	178,237.35	24.67%
	MLD		0.00%	116,599.02	16.14%
	DPW		0.00%	86,546.48	11.98%
	WPCP		0.00%	52,859.28	7.32%
	Other City Depts.		0.00%	13,770.21	1.91%
	Library		0.00%	1,238.10	0.17%
	Overtime, Standby & Shift Diff - by depart.	$ 4,328.68		$ 722,340.92	

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2020 Budget vs. Actual
Payroll Period Ended 9/18/2020
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	266,000.00	190,569.53	273,090.48	(82,520.95)
Police	266,000.00	190,569.53	178,237.35	12,332.18
DPW	209,627.00	150,182.41	116,599.02	33,583.39
MLD	163,440.00	117,092.80	86,546.48	30,546.32
WPCP	71,310.00	51,088.40	52,859.28	(1,770.88)
Other City	45,154.00	32,349.54	13,770.21	18,579.33
Library	4,842.00	3,468.94	1,238.10	2,230.84
Total	1,026,373.00	735,321.14	722,340.92	12,980.22

Net O/T Cost	YTD Actual	O/T Recoveries	Net O/T Cost	Net YTD Variance
Fire	273,090.48	420.00	272,670.48	(82,100.95)
Police	178,237.35		178,237.35	12,332.18
DPW	116,599.02	2,636.84	113,962.18	36,220.23
MLD	86,546.48		86,546.48	30,546.32
WPCP	52,859.28		52,859.28	(1,770.88)
Other City	13,770.21		13,770.21	18,579.33
Library	1,238.10		1,238.10	2,230.84
Total	722,340.92	3,056.84	719,284.08	16,037.06