1. Agenda

   Documents:

   AGENDA 04-23-20.PDF

2. Supporting Documents

   Documents:

   MEETING DOCS 042320.PDF

3. Claims Analysis

   Documents:

   CLAIMS ANALYSIS 042320.PDF

REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
April 23, 2020
5:30 P.M.

AGENDA

Pledge of Allegiance
(RC)
Present: Mayor Colin Read, Councilors Ira Barbell (W1), Mike Kelly (W2), Elizabeth Gibbs (W3), 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 April 16, 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, McFarlin, Moore
****
2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending April 22, 2020 in the amount of **$ 486,620.07** 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, McFarlin, Moore
****
3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report from the Building Inspector's office for the week of April 15 - 21, 2020
- Minutes from the Finance & Budget Committee meeting held on April 16, 2020
- Reports from the Police Department dated April 20, 2020
- Report from Nuisance Animal Control dated April 16, 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, 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 April 24, 2020 in the amount of **$ 2,807,732.39** 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, 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 that the Mayor be authorized to sign Change Order No. 4 to the "Post Remediation Monitoring and Final Engineering Report" contract with C.T. Male in the amount of $2,600.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____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

****

B. Whereas the COVID-19 Pandemic of 2020 has made it difficult to impossible to predict what types of public gatherings are advisable;

Whereas as a result of this inability to predict, the 2020 July 4 parade must be cancelled. In addition, the community-based Battle of Plattsburgh committee recommends the 2020 Battle of Plattsburgh celebration will in all likelihood not occur;

Therefore be it resolved that the following Budget Adjustment be made, with the understanding that these funds can be restored to their original budget lines at any time if pandemic conditions improve:

Decrease: General Fund - Appropriated Fund Balance 1-0599 118,000.00
Decrease: General Fund – Celebrations 17550000-4430 53,000.00
Decrease: General Fund – Celebrations Battle of Platts. 17551000-4430 65,000.00

To provide for reduced appropriations in the General Fund from the cancellation of the City events for the year 2020 due to the COVID-19 pandemic. This adjustment will decrease the General Fund budgeted appropriations by $118,000.00 in 2020.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

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

****

C. Whereas the City Beach is unlikely to open with normal operations in 2020 due to the Covid-19 pandemic,

Therefore be it resolved that the following Budget Adjustment be made, with the understanding that these funds can be restored to their original budget lines at any time if pandemic conditions improve:

Decrease: Rec Complex - Appropriated Fund Balance 2-0599 99,589.15
Decrease: Rec Complex Fund – Beach Over-time 27215000-1200 660.00
Decrease: Rec Complex Fund – Beach Temporary Pay 27215000-1300 72,205.49
Decrease: Rec Complex Fund – Beach Mat. & Supplies 27215000-4330 7,342.49
Decrease: Rec Complex Fund – Beach Electricity 27215000-4411 562.68
Decrease: Rec Complex Fund – Beach Water 27215000-4412 1,300.00
Decrease: Rec Complex Fund – Beach Sewer 27215000-4413 1,300.00

Decrease: Rec Complex Fund – Beach Contract Services 27215000-4430 4,096.00
Decrease: Rec Complex Fund – Beach Fees for Services 27215000-4440 1,280.00
Decrease: Rec Complex Fund – Beach Equipment Repairs 27215000-4450 1,500.00
Decrease: Rec Complex Fund – Beach Building Repairs 27215000-4451 2,000.00
Decrease: Rec Complex Fund – Beach Mat. & Supplies 27215000-4330 7,342.49

To reduce appropriations in the Rec Complex Fund through eliminating the remaining budgets for the Beach operations for the remainder of 2020 due to the COVID-19 pandemic. This adjustment will decrease the Rec Complex Fund appropriated fund balance by $99,589.15 in 2020, provided it represents an actual cash increase through reduced appropriations of estimated revenues within the Rec Complex Fund during the remainder of 2020.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

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

****

D. Whereas the City Marina is unlikely to open with normal operations in 2020 due to the Covid-19 pandemic;

Therefore be it resolved that the following Budget Adjustment be made, with the understanding that these funds can be restored to their original budget lines at any time if pandemic conditions improve:

Decrease: Rec Complex - Appropriated Fund Balance 2-0599 53,054.80
Increase: Rec Complex Fund – Marina Regular Pay 27225000-1100 1,063.73
Decrease: Rec Complex Fund – Marina Temporary Pay 27225000-1300 34,267.77
Decrease: Rec Complex Fund – Marina Mat. & Supplies 27225000-4330 6,792.88
Decrease: Rec Complex Fund – Marina Bldg. Supplies 27225000-4340 2,500.00
Decrease: Rec Complex Fund – Marina Electricity 27225000-4411 1,972.09
Decrease: Rec Complex Fund – Marina Water 27225000-4412 1,384.15
Decrease: Rec Complex Fund – Marina Sewer 27225000-4413 1,402.22
Decrease: Rec Complex Fund – Marina Contract Services 27225000-4430 4,799.42
Decrease: Rec Complex Fund – Marina Equip. Repairs 27225000-4450 1,000.00

To reduce appropriations in the Rec Complex Fund through eliminating the remaining budgets for the Marina operations for the remainder of 2020 due to the COVID-19 pandemic. This adjustment will decrease the Rec Complex Fund appropriated fund balance by $53,054.80 in 2020, provided it represents an actual cash increase through reduced appropriations of estimated revenues within the Rec Complex Fund during the remainder of 2020.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, 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, McFarlin, Moore
MEETING ADJOURNED: _____

DEPARTMENT: Building Inspector **REPORTING PERIOD: 04/15/20 TO 04/21/20**

COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
PROPERTY MAINTENANCE	1
DEPARTMENT TOTALS	1
REPORT TOTALS	1

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

DEPARTMENT: Building Inspector **REPORTING PERIOD: 04/15/20 TO 04/21/20**

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
1981	8 SO PLATT ST		PHONE CALL	8 SOUTH PLATT STREET ENTERPRISES / 0	04/16/2020

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

COMPLAINT OF HOUSE IN DISREPAIR, 30 UNLICENCED CARS ON PROPERTY, OLD TRAILERS, LOTS OF DEBRIS INCLUDING MICROWAVES AND OTHER JUNK.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		04/18/20		
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	04/18/20	04/18/20		.00
COMPLAINT	KYLE BURDO				.00

COMPLAINT/VIOLATION TOTALS .00

DEPARTMENT TOTALS 1 COMPLAINTS/VIOLATIONS .00
COMPLAINT/VIOLATION ACTIVITY 04/15/20-04/21/20: 1 CREATED 0 COMPLIED

REPORT TOTALS 1 COMPLAINTS/VIOLATIONS .00
COMPLAINT/VIOLATION ACTIVITY 04/15/20-04/21/20: 1 CREATED 0 COMPLIED

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

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 04/12/2020 00:00 TO 04/19/2020 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	1	0	0	0	0	0	0	1	0	0	0	0	2
ABSCONDED	0	0	1	0	0	0	0	0	0	0	0	0	0	1
ADMINISTRATIVE	0	0	0	0	0	0	0	0	0	0	0	0	3	3
AIDED MEDICAL	0	0	1	0	0	0	0	1	0	2	0	0	0	4
ALARM	0	0	0	0	2	2	0	0	0	0	0	2	0	6
ANIMAL DOMESTIC	0	0	0	0	1	0	1	0	1	0	2	0	0	5
ASSAULT	0	0	0	0	0	0	0	1	0	0	0	1	0	2
BKGRND INVST CIVILIAN	0	0	0	0	0	0	0	9	3	0	0	0	0	12
BURGLARY	0	0	0	0	0	0	0	0	0	2	0	0	0	2
CITY CODE VIOLATION	0	0	0	0	0	0	0	0	1	0	0	0	0	1
CRIMINAL MISCHIEF	0	0	0	0	0	0	0	0	0	1	1	0	0	2
DISORDERLY PERSONS	0	0	0	0	0	0	0	1	0	0	2	0	0	3
DOMESTIC	0	1	1	1	0	0	0	0	1	0	1	1	1	7
DOOR UNLOCKING	0	0	0	0	0	0	0	0	0	1	1	0	0	2
DRUG INVESTIGATION	0	0	0	0	0	2	1	1	0	0	0	1	0	5
EMOTIONALLY DISTRBD PERSN	0	1	0	0	0	0	1	0	0	1	1	0	0	4
FINGERPRINTING	0	0	0	0	0	1	0	0	0	0	0	0	0	1
FOOT PATROL	0	20	13	3	0	1	2	1	7	0	2	10	16	75
HARASSMENT	0	0	1	0	0	0	0	2	1	2	3	1	0	10
INSECURE PROPERTY	0	3	2	0	0	0	0	0	4	1	2	1	0	13
JUVENILE	0	0	1	0	0	0	0	1	0	0	0	0	0	2
LARCENY	0	0	0	0	0	0	1	1	0	2	0	0	0	4
LOST AND FOUND	0	0	0	0	0	0	2	0	1	1	0	0	0	4
M/V ACCIDENT	0	0	1	0	0	0	0	2	1	2	0	1	0	7
M/V OFFENSE	0	0	0	0	0	0	0	0	1	0	0	0	0	1
MEDIATION-NO OFFENSE	0	0	0	0	1	0	0	0	0	0	0	0	0	1
MISC CALLS	0	1	2	0	0	2	0	2	0	3	1	2	0	13
MISC OFFENSES	0	0	0	0	0	0	0	0	0	1	0	0	0	1

NEIGHBOR CRISIS	0	0	0	0	0	0	0	0	1	0	1	0	0	2
NOISE VIOLATION	0	4	0	0	0	0	2	1	1	0	0	1	3	12
OUTSIDE AGENCY ASSIST	0	0	0	0	0	0	0	0	0	0	0	0	2	2
PARKING VIOLATIONS	0	1	0	0	0	0	0	0	0	0	0	0	0	1
PAROLE NOTIFICATION	0	0	0	0	0	1	0	1	0	0	0	0	0	2
PRISONER TRANSPORT	0	0	0	0	0	1	0	0	0	1	0	0	0	2
PROPERTY RETRIEVAL	0	0	0	0	0	0	1	0	1	0	0	0	0	2
SERVICES	0	0	0	0	1	4	3	5	1	0	0	2	0	16
SEX CRIMES	0	0	0	0	0	0	1	0	0	2	0	1	0	4
SEX OFFNDR REGISTRATION	0	0	0	0	0	3	0	0	0	0	0	0	0	3
SICK LEAVE	0	0	0	1	0	0	0	0	1	0	0	0	0	2
SUSPICIOUS ACTIVITY RPT	0	1	2	0	1	0	0	0	0	0	0	0	1	5
TRAFFIC STOP	0	1	0	2	0	0	0	1	0	0	1	1	1	7
TRESPASSING	0	1	0	0	1	0	1	2	1	1	1	0	0	8
WELFARE CHECK	0	2	1	0	0	0	2	1	2	2	2	1	1	14
Totals:	0	37	26	7	7	17	18	33	30	25	21	26	28	275

BLOTTER ACTIVITY REPORT
By Time of Day
FOR DATE RANGE OF 01/01/2020 00:00 TO 04/19/2020 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	6	4	0	2	3	3	1	7	1	3	6	1	37
ABC VIOLATIONS	0	12	0	0	0	0	0	1	0	0	1	2	2	18
ABSCONDED	0	1	1	0	0	0	1	0	1	0	0	0	1	5
ADMINISTRATIVE	0	2	2	2	0	2	1	2	0	2	2	3	3	21
AIDED MEDICAL	0	9	5	3	3	2	8	7	10	7	13	8	6	81
ALARM	0	6	12	6	10	11	9	7	7	4	5	4	5	86
ANIMAL DOMESTIC	0	1	2	2	1	4	5	8	3	3	5	6	5	45
ANIMAL WILD	0	0	0	0	0	0	1	2	0	0	0	0	0	3
ARSON	0	0	0	0	0	0	1	0	0	0	0	0	0	1
ASSAULT	0	1	2	0	3	0	1	1	0	3	1	3	0	15
BEAT MONITORING	0	21	10	0	0	0	0	0	0	0	1	0	0	32
BKGRND INVST CIVILIAN	0	0	0	6	27	63	54	31	8	1	0	0	0	190
BKGRND INVST SWORN	0	0	0	0	0	0	2	0	0	0	0	0	0	2
BURGLARY	0	0	0	0	0	1	0	0	2	3	1	4	0	11
CHILD SEAT INSTALL	0	0	0	0	0	0	0	0	0	0	1	3	0	4
CITY CODE VIOLATION	0	1	0	1	0	2	1	0	5	3	6	0	0	19
CRIMINAL MISCHIEF	0	1	0	0	0	7	3	3	6	6	6	0	0	32
CROSSING GUARD	0	0	1	2	1	0	0	0	0	1	0	0	1	6
DEATH INVEST	0	0	0	1	2	2	1	1	1	0	0	1	1	10
DISORDERLY PERSONS	0	10	7	3	1	3	7	5	5	9	11	1	6	68
DOG SEIZURE	0	0	0	0	0	0	0	2	1	1	0	0	0	4
DOMESTIC	0	8	7	6	2	4	9	6	11	10	17	14	16	110
DOOR UNLOCKING	0	0	1	1	6	5	16	12	12	14	9	2	4	82
DRUG INVESTIGATION	0	1	1	0	2	10	6	12	12	5	6	5	3	63
DWI / IMPRD / DRUGS	0	0	2	0	1	0	0	0	0	0	0	1	4	8
EMOTIONALLY DISTRBD PERSN	0	3	4	3	0	3	5	8	5	10	10	5	12	68
ENDANGERING WELFARE	0	0	0	0	0	0	0	0	0	1	0	0	0	1
FINGERPRINTING	0	0	0	0	2	16	26	24	11	5	3	2	0	89

FIRE	0	0	0	0	0	0	1	0	0	0	0	1	1	3
FOOT PATROL	0	44	32	12	0	17	30	10	25	12	3	28	48	261
FRAUD	0	0	0	0	0	1	1	3	1	1	1	1	0	9
HARASSMENT	0	2	2	0	2	4	8	11	10	9	8	11	5	72
INSECURE PROPERTY	0	10	11	1	0	3	8	3	9	2	2	5	6	60
JUVENILE	0	0	1	0	1	5	5	6	6	3	2	0	3	32
LARCENY	0	4	0	0	3	6	20	16	15	12	8	4	3	91
LOST AND FOUND	0	3	6	2	4	10	7	10	14	13	4	1	2	76
M/V ACCIDENT	0	1	2	0	7	15	21	38	50	30	16	7	5	192
M/V OFFENSE	0	2	1	0	0	1	2	2	1	3	4	5	7	28
M/V THEFT	0	0	1	0	0	0	0	0	0	0	0	0	0	1
MARIHUANA INVST	0	0	0	0	0	1	0	0	0	1	0	1	0	3
MEDIATION-NO OFFENSE	0	0	1	0	1	0	5	2	1	0	1	0	0	11
MISC CALLS	0	7	10	2	3	12	14	21	17	17	20	18	15	156
MISC OFFENSES	0	3	0	0	0	6	5	2	4	4	1	2	1	28
MISSING PERSON	0	0	0	0	3	1	1	1	0	1	1	0	0	8
NARCO INTEL	0	0	0	1	0	0	0	0	0	0	0	0	1	2
NEIGHBOR CRISIS	0	0	0	0	0	3	3	6	2	2	6	2	1	25
NOISE VIOLATION	0	35	12	3	2	5	9	9	13	18	12	24	33	175
OPEN CONTAINER	0	0	0	0	0	0	0	0	0	0	0	0	1	1
OUTSIDE AGENCY ASSIST	0	1	1	0	0	3	1	2	4	2	2	0	3	19
PARKING VIOLATIONS	0	7	1	1	1	1	5	11	9	2	3	2	0	43
PAROLE NOTIFICATION	0	0	0	0	0	9	10	13	2	0	0	0	0	34
PRISONER TRANSPORT	0	0	1	0	3	25	3	5	3	5	5	1	0	51
PROPERTY RETRIEVAL	0	0	0	0	0	0	4	3	7	5	1	7	1	28
REPOSSESION	0	0	0	0	0	0	0	0	0	1	0	0	0	1
SAFE SCRIPTS PROGRAM	0	0	0	0	0	5	7	2	8	0	0	0	0	22
SERVICES	0	4	3	3	3	22	6	14	7	8	2	6	3	81
SEX CRIMES	0	0	0	0	0	2	4	6	3	4	4	1	0	24
SEX OFFNDR REGISTRATION	0	0	0	0	0	25	18	4	9	2	1	0	0	59
SICK LEAVE	0	0	6	12	8	3	9	9	27	13	4	3	7	101
SUSPICIOUS ACTIVITY RPT	0	6	11	3	3	2	8	6	5	4	5	10	10	73
TRAFFIC DETAIL	0	0	0	0	0	0	0	0	1	1	1	4	0	7

TRAFFIC STOP	0	49	30	7	0	8	25	14	19	19	26	102	106	405
TRESPASSING	0	3	8	1	3	1	6	5	7	4	5	1	9	53
WARRANT	0	3	1	1	0	2	1	2	3	5	1	4	0	23
WELFARE CHECK	0	14	4	1	2	12	30	26	21	21	25	25	12	193
Totals:	0	281	206	86	112	348	437	395	410	313	275	346	353	3562

Nuisance Animal Control Report from Noah Phillips dated 04/16/2020

January
3 Draper Ave: Complaint of squirrels. None were trapped.
148 Beekman St: Complaint of squirrels. None were trapped.

February
15 Couch St: Complaint of skunks and racoons. Traps were set, no animals trapped.

March
15 Couch St: Traps were set, no animals trapped.
Brinkerhoff street: "Emergency skunk call" No animals located in area.

April
Adirondack Ln: 1 Skunk trapped (saved for rabies testing)
15 couch St: 1 skunk & 2 raccoons trapped

C.T. MALE ASSOCIATES

ENGINEERING, SURVEYING, ARCHITECTURE,
LANDSCAPE ARCHITECTURE & Geology,
D.P.C.

50 Century Hill Drive
Latham, NY 12110
Tel. 518.786.7400
Fax 518.786.7299

TECHNICAL SERVICES CHANGE ORDER

NUMBER: **004**

DATE OF ISSUE: April 20, 2020

PROJECT NAME: Durkee Street ERP Site Management Plan Monitoring
PROJECT NO. 14.4705

CLIENT'S NAME: CITY OF PLATTSBURGH

CLIENT'S ADDRESS: 41 City Hall Place
Plattsburgh, NY 12901

CLIENT CONTACT: MAYOR COLIN L. REED

This Change Order incorporates changes and/or additions to the original Scope of Services for Contract Agreement dated October 28, 2014. All Provisions of Agreement in the original signed Contract Agreement apply to this Change Order, unless otherwise specified herein.

A. DESCRIPTION OF CHANGE:

Complete a Periodic Review Report per C.T. Male's April 20, 2020 Proposal for a Lump Sum fee of $2,600.00 in accordance with NYSDEC PRR Reminder dated April 10, 2020.

B. CHANGE IN CONTRACT PRICE:

Original Contract Price	$14,100.00
Contract Price after previous Change Order	$25,233.33
Net Change in Contract Price due to this Change Order	$2,600.00
New Contract Price including this Change Order	$27,833.33

APPROVED AND ACCEPTED BY:

CITY OF PLATTSBURGH

By:_____

Date:_____

Name:

Title:

C.T. MALE ASSOCIATES ENGINEERING, SURVEYING, ARCHITECTURE, LANDSCAPE ARCHITECTURE & GEOLOGY, D.P.C.

By:_____

Date:_____

Name: Jeffrey A. Marx, P.E.

Title: Project Manager/Sr. Env. Engineer

C.T. MALE ASSOCIATES
Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C.

50 Century Hill Drive, Latham, NY 12110
518.786.7400 FAX 518.786.7299 www.ctmale.com

April 20, 2020

Mayor Colin L. Reed
City of Plattsburgh
41 City Hall Place
Plattsburgh, New York 12901

VIA EMAIL ONLY

Re: Proposal – Site Management Periodic Review Report
Durkee Street Site, City of Plattsburgh (ERP Site #E510020)
Reporting Period: February 13, 2019 to February 13, 2020
C.T. Male Project No.: 14.4705

Dear Mayor,

C.T. Male Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C. (C.T. Male) is pleased to provide this proposal for conducting a Periodic Review Report (PRR) of Durkee Street Site located in the City of Plattsburgh. This work is required by the New York State Department of Environmental Conservation (NYSDEC) as a result of their Environmental Restoration Program and the Department approved Site Management Plan (SMP) dated August 2007.

C.T. Male's proposed Scope of Work and Estimated Fee are presented as follows:

SCOPE OF WORK

1. Conduct a site evaluation, by walking the site with the intent to address the following:

   - Compliance of the remedy with the requirements of the site-specific Record of Decision (ROD) dated March 2007.

   - Any new conclusions or observation regarding site contamination based on inspections or data generated by the Monitoring Plan for the media being monitored.

   - Recommendations regarding any necessary changes to the remedy and/or Monitoring Plan.

   - The overall performance and effectiveness of the remedy.

2. Complete the NYSDEC provided Institutional and Engineering Controls Certification Form.

3. Prepare a Site Management Plan (SMP) site visit summary report of observations.

ESTIMATED FEE

C.T. Male will perform the scope of services described herein for a lump sum fee of $2,600 (two thousand, six hundred dollars). This will include a site visit and completion of SMP required certification form, and a cover letter summarizing our observations.

C.T. Male is prepared to perform the annual inspection site visit within one week of authorization, weather permitting, with a report to be available within one to two weeks after the site visit. If this proposal is acceptable, please sign and return the attached technical services change order via email. We look forward to continuing to work with you on this project.

If you have any questions, please contact me at (518) 786-7548.

Sincerely,
C.T. MALE ASSOCIATES

Jeffrey A. Marx, PE
Project Manager/Sr. Environmental Engineer

Att Technical Services Change Order 004

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 04/24/2020

	Payee	Description	Amount
City:			
	Clinton County Treasurer	Mar 2020 payment for county taxes plus $860.61 office supplies - All Depts	1,126,937.33
	Blue Shield of Northeastern NY	Group admin and stop-loss insurance fees for May 2020 - All Depts	81,178.88
	City Chamberlain - T&A Acct.	Transfer ACH payment - weekly Blue Shield & monthly CanaRx cost	63,622.13
	Plattsburgh City School District	Mar 2020 payment for school taxes for 18/19 & 19/20 tax rolls	59,773.55
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	28,961.88
	Disabled Retirees - (5)	Supplemental allowance costs 207 (a) - 5 Fire - Apr 2020	15,725.98
	PrimeLink	Apr 2020 phone & internet service fees & managed srvc-all City depts	12,986.73
	Slack Chemical Co.	6600 lbs sta floc 6532 - WPCP - Apr 2020	12,870.00
	EJ USA INC.	Manhole frames and covers - DPW - Apr 2020	9,162.40
	Refunds (30)	Refunds soccer - Rec Ctr - Apr 2020	6,828.58
	Polsinello Fuels Inc.	Bulk oil purchases & supplies - DPW - Mar/Apr 2020	6,035.63
	NYS Dept. of Labor	1st Qtr 2020 unemployment direct costs - all city departments	4,401.96
	Glens Falls National Bank	Lock box processing for mailed payments - Data Proc - Feb/Mar 2020	3,724.32
	NEWS of New York Inc.	Solid waste landfill disposal fees - DPW - Mar 2020	3,540.93
	Ronnie L. Santor	Police Academy & Train'g Director fee per 05/02/19 contract- Police - May 2020	3,333.33
	NYS Industries for the Disabled	City Court reimbursable cleaning costs - Municipal Court - Mar 2020	3,241.50
	Noah Phillips	Animal control services - Police - Apr 2020	2,083.33
	Adirondack Janitorial	Cleaning service for the month - Police - Mar 2020	1,870.00
	Robert Garrand	Lease of 79 Margaret St. for station use - Police - May 2020	1,200.00
	Others - 30 total others	Various (average $157.61 each)	4,728.36
		Total City	1,452,206.82
MLD:			
	New York Power Authority	Electricity purchased for resale for Mar 2020	697,127.93
	New York Municipal Power Agency	Electricity purchased for month of Mar 2020	387,398.00
	City Chamberlain	Apr 2020 installment of PILOT ($35,000) and City Srvs ($45,000)	80,000.00
	MLD	MLD Operating cash trans to MLD HDLS Restricted - Apr 2020	26,673.77
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA Payroll W/H	6,584.15
	Synchrony Bank/Amazon.com	Various supply purchases for office, maint and repairs - Mar/Apr 2020	2,990.40
	Itron Inc.	Annual support for hardware & software - May 1st - Jul 31st, 2020	1,842.04
	Refunds (5)	Refund customers overpayments Jan 2019, Mar/Apr 2020	1,249.46
	Stuart C. Irby Co.	Various stff supply purchases for filed work safety - Mar/Apr 2020	1,221.24
	Others - 16 total	Various (average $306.05 each)	4,896.75
		Total MLD	1,209,983.74
Specials:			
	Journal Transfers (not expenditures)	Trans from MLD Op Fund to General Fund-Analyzed Service Chg, Glens Fall Bank-Mar 2020	561.83
	Capital Expenditures	Glens Falls demo 143,255.00, Arnie Pavone lot 1,725.00	144,980.00
		Total Specials	145,541.83
	Gross Total		$ 2,807,732.39
	Less: Inter-Fund Transactions		107,235.60
	Total Net Expenditures		$ 2,700,496.79

Payroll:		Pay Period		Year to Date	
Total Payroll Headcount		232		263	
Base Hourly & Salary		378,706.51		$ 3,583,392.34	
Overtime, Standby & Shift Differentials	Fire holiday and O/T adjustments	30,596.21	8.08%	392,896.56	10.96%
Vacation, Holiday, Pers. & Accum. Leave & severance	Pelletier 3.6k (Brown 1.7k, Maurice 5.1k, Sciole 18.0k)	48,760.24	12.88%	616,471.32	17.20%
Sick, Bereavement Leave, Jury		19,582.87	5.17%	195,741.37	5.46%
Longevity - AFSCME bi-weekly $4.3k	Mgmt. bi-weekly $3k	7,439.38	1.96%	68,087.36	1.90%
Higher Class Pay		1,182.38	0.31%	21,479.34	0.60%
Sick Leave Buyout			0.00%	-	0.00%
Health Insurance Buyout		352.48	0.09%	31,479.74	0.88%
Clothing/Uniform Allow - PD, MLD			0.00%	-	0.00%
College Degree Allowances	Police		0.00%	-	0.00%
Severance - sick leave time	Pelletier .1k (Brown 2.1k, Maurice 9.4k, Sciole 24.8k)		0.00%	36,372.77	1.02%
Retroactive Pay			0.00%	5,349.65	0.15%
Grand Total		$ 486,620.07		$ 4,951,270.45	
Overtime, Standby & Shift Diff	Fire	$ 18,961.61	61.97%	$ 144,315.52	36.73%
	DPW	2,143.73	7.01%	65,314.46	16.62%
	Police	1,920.06	6.28%	91,173.86	23.21%
	MLD	4,315.56	14.10%	53,927.03	13.73%
	WPCP	2,521.72	8.24%	24,838.71	6.32%
	Other City Depts.	733.53	2.40%	12,088.88	3.08%
	Library		0.00%	1,238.10	0.32%
	Overtime, Standby & Shift Diff - by depart.	$ 30,596.21		$ 392,896.56	

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2020 Budget vs. Actual
Payroll Period Ended 4/24/2020
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	266,000.00	83,473.73	144,315.52	(60,841.79)
DPW	209,627.00	65,783.26	65,314.46	468.80
Police	266,000.00	83,473.73	91,173.86	(7,700.13)
MLD	163,440.00	51,289.27	53,927.03	(2,637.76)
WPCP	71,310.00	22,377.86	24,838.71	(2,460.85)
Other City	45,154.00	14,169.82	12,088.88	2,080.94
Library	4,842.00	1,519.47	1,238.10	281.37
Total	1,026,373.00	322,087.14	392,896.56	(70,809.42)

Net O/T Cost	YTD Actual	O/T Recoveries	Net O/T Cost	Net YTD Variance
Fire	144,315.52	420.00	143,895.52	(60,421.79)
DPW	65,314.46		65,314.46	468.80
Police	91,173.86	2,636.84	88,537.02	(5,063.29)
MLD	53,927.03		53,927.03	(2,637.76)
WPCP	24,838.71		24,838.71	(2,460.85)
Other City	12,088.88		12,088.88	2,080.94
Library	1,238.10		1,238.10	281.37
Total	392,896.56	3,056.84	389,839.72	(67,752.58)