



# Plattsburgh, New York

Scott Lawliss  
Fire Chief

Plattsburgh Fire Department  
65 Cornelia Street  
Plattsburgh, NY 12901  
Tel: 518-536-7542  
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[lawliss@cityofplattsburgh-ny.gov](mailto:lawliss@cityofplattsburgh-ny.gov)

## MEMO

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

**FROM:** Fire Chief, Scott Lawliss

**DATE:** July 28, 2020

**RE:** Fire and Ambulance Responses

For this two week period: Tuesday, July 14, 2019 to Monday, July 27, 2020  
our Department has responded to the following:

**Fire Calls** 24

- 2 cooking fires
- 9 EMS assist with patient care prior to transport ambulance
- 8 alarm activations with investigation of cause
- 4 MVA with patient care and hazardous mitigation
- 1 authorized controlled burning

**Ambulance Calls** 122

**Mutual Aid by CVPH** 23

**BLOTTER ACTIVITY REPORT**  
By Time of Day

FOR DATE RANGE OF 07/19/2020 00:00 TO 07/26/2020 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	0	0	1	0	0	1
ADMINISTRATIVE	0	0	0	0	0	1	0	0	0	0	0	0	0	1
AIDED MEDICAL	0	1	0	0	0	0	0	1	0	1	1	0	2	6
ALARM	0	1	0	2	1	1	0	0	2	0	0	0	0	7
ANIMAL DOMESTIC	0	0	0	0	0	0	2	0	1	1	2	1	0	7
ANIMAL WILD	0	0	0	0	0	0	0	0	0	0	0	1	0	1
BKGRND INVST CIVILIAN	0	0	0	0	0	8	0	0	0	0	0	0	0	8
CITY CODE VIOLATION	0	0	0	0	0	0	0	1	0	2	0	2	1	6
CRIMINAL MISCHIEF	0	0	0	0	0	0	0	0	1	0	0	0	0	1
DISORDERLY PERSONS	0	2	1	0	0	0	1	3	4	1	2	3	0	17
DOMESTIC	0	4	0	0	0	0	1	4	0	2	2	1	2	16
DOOR UNLOCKING	0	0	0	0	0	0	0	0	0	0	0	1	0	1
DRUG INVESTIGATION	0	0	0	0	0	0	0	0	1	1	0	0	0	2
EMOTIONALLY DISTRBD PERSN	0	0	0	0	0	0	0	2	1	0	0	1	0	4
FINGERPRINTING	0	0	0	0	0	1	4	0	0	0	0	0	0	5
FIRE	0	0	0	0	0	1	0	0	0	0	0	0	0	1
FOOT PATROL	0	8	5	0	0	2	4	1	1	2	1	5	3	32
FRAUD	0	0	1	0	0	0	0	0	0	0	0	0	0	1
HARASSMENT	0	0	0	0	0	0	0	2	1	0	0	0	2	5
INSECURE PROPERTY	0	1	0	0	0	0	0	0	0	1	0	0	0	2
JUVENILE	0	0	0	0	1	0	0	0	1	2	1	1	0	6
LARCENY	0	0	0	0	0	0	0	2	2	0	1	0	0	5
LOST AND FOUND	0	0	1	0	1	0	0	2	0	1	1	0	0	6
M/V ACCIDENT	0	0	0	0	1	0	2	3	2	0	1	2	1	12
M/V OFFENSE	0	1	0	0	0	0	0	2	0	0	2	0	0	5
MEDIATION-NO OFFENSE	0	0	0	0	0	0	0	0	1	0	0	0	0	1
MISC CALLS	0	0	0	0	2	1	3	6	7	2	4	0	1	26
MISC OFFENSES	0	1	0	0	0	0	0	0	0	0	1	0	0	2



**BLOTTER ACTIVITY REPORT**  
By Time of Day

FOR DATE RANGE OF 01/01/2020 00:00 TO 07/26/2020 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	9	6	0	9	6	7	4	11	3	8	13	6	82
ABC VIOLATIONS	0	14	0	0	0	0	0	1	1	0	1	2	4	23
ABSCONDED	0	1	1	1	1	1	1	0	1	2	0	0	2	11
ADMINISTRATIVE	0	3	3	3	2	7	1	2	2	2	4	11	5	45
AIDED MEDICAL	0	13	14	6	6	4	11	14	15	19	18	18	13	151
ALARM	0	10	18	8	21	20	13	15	15	12	16	8	6	162
ANIMAL DOMESTIC	0	3	4	3	1	8	19	15	12	12	14	11	9	111
ANIMAL WILD	0	1	0	1	0	1	3	3	0	0	2	1	2	14
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	36	124	86	53	8	1	0	0	0	314
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	4	1	4	1	18
CHILD SEAT INSTALL	0	0	0	0	0	0	0	0	0	0	1	3	0	4
CITY CODE VIOLATION	0	2	1	1	1	3	4	3	8	8	9	16	4	60
COMPUTER CRIME	0	0	0	0	0	0	0	1	0	0	0	0	0	1
CRIMINAL MISCHIEF	0	5	1	4	4	8	8	9	10	8	8	3	1	69
CROSSING GUARD	0	0	1	2	1	0	0	0	0	1	0	0	1	6
DEATH INVEST	0	0	2	1	2	4	2	1	1	0	0	1	2	16
DISORDERLY PERSONS	0	20	13	5	5	11	16	11	19	23	27	9	23	182
DOG SEIZURE	0	0	0	0	0	0	0	3	1	1	0	0	0	5
DOMESTIC	0	29	9	8	9	14	20	23	19	24	30	29	36	250
DOOR UNLOCKING	0	2	3	1	7	8	20	18	21	19	14	13	6	132
DRUG INVESTIGATION	0	4	1	2	3	13	12	19	26	16	9	8	7	120
DWI / IMPRD / DRUGS	0	3	4	0	1	0	0	0	0	0	0	4	5	17
EMOTIONALLY DISTRBD PERSON	0	6	5	3	3	7	9	13	13	15	14	11	18	117
ENDANGERING WELFARE	0	1	0	0	0	0	0	0	0	1	0	0	0	2

FINGERPRINTING	0	0	0	0	3	18	45	38	25	8	4	2	1	144
FIRE	0	0	1	1	0	1	1	2	3	0	3	3	2	17
FOOT PATROL	0	118	101	31	0	24	54	29	45	23	7	71	111	614
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	3	0	23
HARASSMENT	0	6	3	2	2	6	14	22	22	23	27	22	23	172
INSECURE PROPERTY	0	19	25	4	0	5	11	5	10	4	3	6	12	104
JUVENILE	0	2	2	0	2	9	11	12	15	14	8	5	10	90
LARCENY	0	6	2	1	4	16	31	33	27	19	14	10	4	167
LOST AND FOUND	0	4	15	4	8	15	18	26	19	26	11	4	5	155
M/V ACCIDENT	0	3	4	1	13	22	41	65	81	43	28	14	7	322
M/V OFFENSE	0	7	2	1	0	1	4	7	4	5	7	14	9	61
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	2	1	0	1	2	6	4	4	0	3	0	2	25
MISC CALLS	0	17	18	4	8	37	31	49	56	62	43	47	36	408
MISC OFFENSES	0	6	1	0	0	7	10	4	12	10	3	3	4	60
MISSING PERSON	0	0	0	0	3	1	2	1	1	2	3	2	2	17
NARCO INTEL	0	0	0	1	0	0	0	0	0	0	0	0	1	2
NEIGHBOR CRISIS	0	1	0	0	1	4	6	14	8	8	11	8	2	63
NOISE VIOLATION	0	51	28	6	4	5	13	15	23	29	23	61	74	332
OPEN CONTAINER	0	0	0	0	0	0	0	0	0	0	0	0	1	1
OUTSIDE AGENCY ASSIST	0	7	6	1	1	6	7	6	6	6	4	4	10	64
PARKING VIOLATIONS	0	7	1	1	1	6	14	18	13	6	5	2	0	74
PAROLE NOTIFICATION	0	0	0	0	3	24	11	16	6	0	0	0	0	60
PRISONER TRANSPORT	0	0	1	0	3	27	11	7	7	5	8	6	0	75
PROPERTY RETRIEVAL	0	1	0	0	0	6	9	12	15	13	10	12	5	83
REPOSSESSION	0	0	0	0	0	0	0	0	0	1	0	0	0	1
ROBBERY	0	0	1	0	0	0	0	1	0	0	0	0	0	2
SAFE SCRIPTS PROGRAM	0	0	0	0	0	6	10	5	10	0	0	0	0	31
SERVICES	0	4	3	3	3	47	17	20	21	9	4	8	7	146
SEX CRIMES	0	1	0	0	0	2	6	8	4	7	5	1	1	35
SEX OFFENDR REGISTRATION	0	0	0	0	1	43	27	11	13	3	1	0	1	100

SICK LEAVE	0	2	8	19	12	6	11	13	35	19	7	4	10	146
SUSPICIOUS ACTIVITY RPT	0	24	21	6	4	5	12	9	13	7	7	22	27	157
TRAFFIC DETAIL	0	0	0	0	0	0	0	1	1	1	1	8	1	13
TRAFFIC STOP	0	109	58	12	1	10	35	27	36	33	36	203	193	753
TRESPASSING	0	6	11	1	4	4	12	12	11	11	14	6	15	107
WARRANT	0	3	1	3	1	3	5	3	5	8	1	6	2	41
WELFARE CHECK	0	30	19	8	11	29	59	58	39	46	56	58	44	457
Totals:	0	586	436	166	211	642	784	772	780	627	539	786	774	7103





MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)  
Plattsburgh, New York

William J. Treacy, P.E.  
Manager

217 Sharron Ave.  
Plattsburgh, NY 12901  
P: (518)-563-2200  
F: (518)-563-2748  
[www.cityofplattsburgh-ny.gov](http://www.cityofplattsburgh-ny.gov)

July 23, 2020

To: Mayor Colin Read;

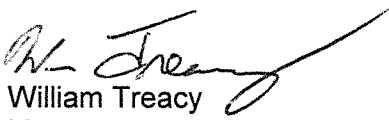
Subject: Arc-Rated Flame Resistant Clothing Rental Program-- Bid No. 2020-6-1  
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the single bid received on July 14, 2020 for the above subject contract.

We recommend award to **UniFirst Corporation, Keeseville, NY** in the total amount of **\$ 18,351.84** for each year of a three year contract. UniFirst Corporation was the lowest responsive and responsible bidder.

If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,

  
William Treacy  
Manager

CC: City Clerk  
Councilor McFarlin, PMLD Liaison  
MLD Financial Director Clookey  
Bid 2020-5-1 File





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July 23, 2020

To: Mayor Colin Read

From: Bill Treacy, Manager

Subject: Permission to Bid PMLD BID NO. 2020 - 8 - 1

Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to bid the following:


**PMLD BID NO. 2020-8-1**

**BRUSH CHIPPER**

**OPENING DATE: SEPTEMBER 29, 2020 AT 11: 00 AM**

We propose that this bid be received under PMLD Bid No. 2020 - 8 - 1 at 11:00 a.m., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,

  
Bill Treacy, P.E.  
Manager

cc: Sylvia Parrotte, City Clerk  
Councilor McFarlin, PMLD Liaison  
Bid 2020-8-1 File



## Municipal Lighting Department

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TO: Mayor Colin Read

FROM: William J. Treacy, P.E., Manager

RE: Unpaid Final Bill Account Write-off

DATE: 7/21/20

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be for April 2019. The amount of the write-off will be \$7,476.52. The percentage of write-offs for this period is .36%. The cash receipt recovery for this period is \$855.05.

Sales for this time period were \$2,098,380.77

This write-off of unpaid bills represents 25 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$100.00 – 5 customers  
\$100.01 to \$200.00 – 5 customers  
\$200.01 to \$300.00 – 3 customers  
\$300.01 to \$500.00 – 7 customers  
\$500.01 to \$700.00-- 4 customers  
\$700.01 to \$930.00— 1 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain  
Eileen Sickles, Account Systems Supervisor  
Kelly Clookey, Finance Director  
Final Bill Account Write-off




## Municipal Lighting Department

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TO: Mayor Colin Read

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: 7/21/20

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be for May 2019. The amount of the write-off will be \$5,753.72. The percentage of write-offs for this period is .41%. The cash receipt recovery for this period is \$560.56.

Sales for this time period were \$1,386,825.20

This write-off of unpaid bills represents 20 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$100.00 – 6 customers  
\$100.01 to \$200.00 – 6 customers  
\$200.01 to \$300.00 – 1 customer  
\$300.01 to \$500.00 – 3 customers  
\$500.01 to \$700.00-- 2 customers  
\$700.01 to \$1,147.00— 2 customers

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain  
Eileen Sickles, Account Systems Supervisor  
Kelly Clookey, Finance Director  
Final Bill Account Write-off



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TO: Mayor Colin Read

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: 7/21/20

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be for June 2019. The amount of the write-off will be \$4,683.62. The percentage of write-offs for this period is .38%. The cash receipt recovery for this period is \$1,887.55.

Sales for this time period were \$1,218,874.38

This write-off of unpaid bills represents 26 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$100.00 – 9 customers  
\$100.01 to \$200.00 – 6 customers  
\$200.01 to \$300.00 – 3 customers  
\$300.01 to \$500.00 – 8 customers  
\$500.01 to \$700.00 – 0 customers  
\$700.01 to \$1,147.00 – 0 customers

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain  
Eileen Sickles, Account Systems Supervisor  
Kelly Clookey, Finance Director  
Final Bill Account Write-off



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TO: Mayor Colin Read

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: 7/21/20

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be for July 2019. The amount of the write-off will be \$3,481.12. The percentage of write-offs for this period is .29%. The cash receipt recovery for this period is \$564.65.

Sales for this time period were \$1,210,757.98

This write-off of unpaid bills represents 56 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$100.00 – 45 customers  
\$100.01 to \$200.00 – 6 customers  
\$200.01 to \$300.00 – 2 customers  
\$300.01 to \$500.00 – 3 customers  
\$500.01 to \$700.00-- 0 customers  
\$700.01 to \$1,147.00— 0 customers


I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain  
Eileen Sickles, Account Systems Supervisor  
Kelly Clookey, Finance Director  
Final Bill Account Write-off



**Richard A. Marks**  
City Chamberlain

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

DATE: July 24, 2020  
MEMO TO: Mayor Read  
FROM: Richard Marks   
RE: Budget Transfer – General Fund

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

Increase: General Fund – Fire Fees for Services	13410000-4440	\$100,000.00
Decrease: General Fund – Contingency	11990000-4430	\$100,000.00

To provide for unbudgeted appropriations for the Fire Department in the General Fund for the settlement of a claim against the City related to negligent EMT services. The budget adjustment will not increase the General Fund budget for appropriations in 2020 because of the increase in Fire Fees for Services expense being off-set by a decrease in General Fund Contingency.

Thank you for your attention to this request.

Cc: Chief Lawliss