

**THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
FINANCE AND COMMUNITY DEVELOPMENT**

JANUARY 14, 2021, 5:00pm

Chairperson: Mayor Rosenquest

Members: Councilors Canales, Gibbs, Kelly, Moore, Tallon, McFarlin

MINUTES

Present: Mayor Christopher Rosenquest, Councilors Jaime Canales, Mike Kelly, Elizabeth Gibbs, Jennifer Tallon, Patrick McFarlin, Jeff Moore

Absent: None

1. Approval of minutes (if applicable)

2. Finance

- 2.1. Draft resolution:** "Revise Capital project H5110.70 "2019 Broad Street Parking Lot"
- 2.2. Draft resolution:** "Revise Capital project H5110.73 "2019 Farmers Market Improvements"
- 2.3. Draft resolution:** "Revise Capital project H5110.65 "2018 Arnie Pavone Memorial Parking Plaza"
- 2.4. Draft resolution:** "Approving 2020 year end Budget adjustments"
- 2.5. Draft resolution:** "Approving budget adjustment from Mayor's office payroll to Municipal Association dues and Authorizing payment of membership dues with NYCOM."
- 2.6. Draft resolution:** "Approving budget adjustment from Finance Department Data Processing contract svcs to Data Processing Capital outlay"
- 2.7. Draft resolution:** "Approving budget adjustment from Mayor's office non payroll compensation to Contracted services"

3. Community Development

- 3.1. Draft resolution:** "Approving construction contract for the "Arts Park" plumbing work"
- 3.2. Draft resolution:** "Approving construction contract for the "Arts Park" general construction work"
- 3.3. Draft resolution:** "Approval of change order #1 and #2 to the Plattsburgh Farmers' and Crafters' Market relocation project."
- 3.4. Draft resolution:** "Approving DRI Marketing, Signage, and Branding project contract extension" "
- 3.5. Draft resolution:** "Approval of DRI's Arts Park change order #1 for Sewer Reconstruction contract"
- 3.6. Draft resolution:** "Approving Contract agreement with Ann Ruzow Holland for consulting services related to the revival of the City's revolving loan program."
- 3.7. Draft resolution:** "Authorizing AEDA, P.C. proposal for supplemental architectural and engineering design services for the Plattsburgh Farmers' and Crafters' Market relocation project"

4. MLD

- 4.1. Draft resolution:** "Authorizing reimbursement of overpayment of fees not to exceed \$7,000"

5. New business

5.1. Draft resolution: Authorizing agreement and authorizes payment - Coughlin & Gerhart LLP”

Councilor McFarlin asked if drop box open in Trinity Park and Finance customer service windows are open.

Chamberlain Marks indicated all open, all COVID protocols being observed and all open same as last year.

Councilor Gibbs clarified for constituent that payments can be mailed to lock box, dropped off at Finance customer service window or place in drop box in Trinity Park.

Motion to Adjourn by Councilor McFarlin; Seconded by Councilor Gibbs

MEETING ADJOURNED: 6:05 pm

At 6:05pm: *Mayor Rosenquest stated the council would now enter a post legal meeting with Corporation Counsel.*

RESOLUTION 2.1 – 01/14/21

RESOLUTION: Revise Capital project H5110.70 “2019 Broad Street Parking Lot” (pages 1-4)

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held January 21st, 2021, the following resolution was adopted:

By Councilor

; Seconded by Councilor

WHEREAS, the following resolution was adopted on January 21st, 2021, and

WHEREAS, the Capital Expenditure Plan adopted December 12th, 2019, includes a Downtown Improvements category, and

WHEREAS, the Infrastructure Division established a 2019 Broad Street Parking Lot project for items not included in the Downtown Improvements category of the Capital Expenditure Plan adopted December 12th, 2019, and

WHEREAS, the cost of the 2019 Broad Street Parking Lot project has been estimated by the Infrastructure Division for the costs to implement the unplanned improvements through revising the Downtown Improvements section of the Capital Expenditure Plan during 2019 and 2020, and is hereby further revised to include cost increases for 2021, as follows:

	2019 Capital Plan	2019 Estimated Cost	2020 Revised Cost	2021 Revised Cost
Broad Street lot improvements	\$ -	\$ 200,000	\$ 210,200	\$ 223,185
Engineering	<u>-</u>	<u>-</u>	<u>28,100</u>	<u>28,100</u>
Total	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 238,300</u>	<u>\$ 251,285</u>

Project Funding:

General Fund Serial Bonds	\$ -	\$ 200,000	\$ 238,300	\$ 167,766
FRB Grant Funding	<u>-</u>	<u>-</u>	<u>-</u>	<u>83,519</u>
Total	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 238,300</u>	<u>\$ 251,285</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of January 2021, as follows:

- 1) That, the amount of Two Hundred Fifty-one Thousand Two Hundred Eighty-five and 00/100 (\$251,285.00) Dollars is hereby appropriated for the capital project **2019 Broad Street Parking Lot (H5110.70)** for the cost of the project items listed above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of One Hundred Sixty-seven Thousand Seven Hundred Sixty-six and 00/100 (\$167,766.00) Dollars of such appropriation be provided by an advance from the General Fund to pay for the improvements listed

above, but that such advance has been repaid to the General Fund during 2020 and that funding for this project has been sourced through Serial Bonds issued on October 15th, 2020.

3) That, the amount of Eighty-three Thousand Five Hundred Nineteen and 00/100 (\$83,519.00) Dollars of such appropriation will be provided through a grant from the NYS Financial Restructuring Board.

4) That, this resolution takes effect immediately.

Approved by the **Finance/CDO Committee** at its meeting held on January 14th, 2021.

Motion By Councilor Gibbs; Seconded by Councilor McFarlin

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 2.2 – 01/14/21

RESOLUTION: Revise Capital project H5110.73 “2019 Broad Street Parking Lot” (pages 5-8)

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held January 21st, 2021, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on January 21st, 2021, and

WHEREAS, the Capital Expenditure Plan adopted January 10th, 2019, includes a Downtown Improvements category, and

WHEREAS, the Infrastructure Division is establishing a 2019 Farmers’ Market Improvements project for items not included in the Downtown Improvements category of the Capital Expenditure Plan adopted January 10th, 2019, and

WHEREAS, the cost of the 2019 Farmers’ Market Improvements project has been estimated by the Infrastructure Division for the costs to implement the unplanned improvements through revising the Downtown Improvements section of the Capital Expenditure Plan during 2019 and again in 2021, as follows:

	2019 Capital Plan	2019 Estimated Cost	2021 Revised Cost
Farmers’ Market Improvements	\$ -	\$ 250,000	\$ 276,600
Architectural, Engineering & Environmental	-	-	53,127
Total	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 329,727</u>

Project Funding:

Downtown Grant Program (DRI)	\$ -	\$ 250,000	\$ 302,067
General Fund	-	-	27,660
Total	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 329,727</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of January 2021, as follows:

- 5) That, the amount of Three Hundred Twenty-nine Thousand Seven Hundred Twenty-seven and 00/100 (\$329,727.00) Dollars is hereby appropriated for the capital project **2019 Farmers’ Market Improvements (H5110.73)** for the revised cost of the project items listed above and is hereby authorized to be expended for such purpose.

- 6) That, the amount of Three Hundred Two Thousand Sixty-seven and 00/100 (\$302,067.00) Dollars of such appropriation will be provided by an advance from the General Fund, but that such advance is to be repaid to the General Fund from funding under the Downtown Grant Program (DGP) segment of the Downtown Revitalization Initiative (DRI) grant sponsored by the New York State Department of State.
- 7) That, the amount of Twenty-seven Thousand Six Hundred Sixty and 00/100 (\$27,660.00) Dollars of such appropriation will be provided from the General Fund.
- 8) That, this resolution takes effect immediately.

Approved by the **Finance/CDO Committee** at its meeting held on January 14th, 2021.

Motion By Councilor Gibbs; Seconded by Councilor Canales

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 2.3 – 01/14/21

RESOLUTION: Revise Capital project H5110.65 “2018 Arnie Pavone Memorial Parking Plaza” (pages 9-12)

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held January 21st, 2021, the following resolution was adopted:

By Councilor _____

; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on January 21st, 2021, and

WHEREAS, the Capital Expenditure Plan for 2018 adopted October 5th, 2017, includes a Downtown Improvements category, and

WHEREAS, the Infrastructure and Planning Department established a 2018 Glens Falls National Bank Parking Lot project that was not included in the 2018 Capital Expenditure Plan adopted October 5th, 2017, and

WHEREAS, the cost of the 2018 Glens Falls National Bank Parking Lot project had been estimated to provide for the costs for the project during 2018, and has been revised for cost additions during 2019 and 2020, and was also renamed in 2019 as the 2018 Arnie Pavone Memorial Parking Plaza, and is being further revised for cost additions and funding changes during 2021, as follows:

	2018 Capital Plan	2018 Estimated Cost	2019 Revised Cost	2020 Revised Cost	2021 Revised Cost
Glens Falls National Bank property	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Demolition management & cost-		-	234,650	273,256	273,256
Parking lot construction	-	-	150,000	389,000	392,720
Eng. design, remediation & bid work	-	-	43,988	43,988	43,988
Total	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 928,638</u>	<u>\$ 1,206,244</u>	<u>\$ 1,209,964</u>

Project Funding:

Parking (SAD) Fund Advance	\$ -	\$ 500,000	\$ 928,638	\$ 1,051,138	\$ 1,034,473
FRB Grant Funding	<u>-</u>	<u>-</u>	<u>-</u>	<u>155,106</u>	<u>175,491</u>
Total	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 928,638</u>	<u>\$ 1,206,244</u>	<u>\$ 1,209,964</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of January 2021, as follows:

- 1) That, the amount of One Million Two Hundred Nine Thousand Nine Hundred Forty-four and 00/100 (\$1,209,964.00) Dollars is hereby appropriated to the Capital Project **2018 Arnie Pavone Memorial Parking Plaza (H5110.65)** for the revised cost of the project described above and is hereby authorized to be expended for such purpose.

- 2) That, One Million Thirty-four Thousand Four Hundred Seventy-three and 00/100 (\$1,034,473.00) Dollars of such appropriation was provided by an advance from the Parking Fund (SAD) Fund to pay for the improvements listed above, and that advance was repaid to the Parking Fund during 2020 and that funding for this project has been sourced through Serial Bonds issued on October 15th, 2020.
- 3) That, the amount of One Hundred Seventy-five Thousand Four Hundred Ninety-one and 00/100 (\$175,491.00) Dollars of such appropriation will be provided through a grant from the NYS Financial Restructuring Board.
- 4) That, this resolution takes effect immediately.

Approved by the **Finance/CDO Committee** at its meeting held on January 14th, 2021.

Motion By Councilor Canales; Seconded by Councilor Moore

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 2.4 – 01/14/21

RESOLUTION: Approving 2020 year end Budget adjustments (pages 13-45)

BY: Richard Marks

WHEREAS, the following resolution was adopted on January 21st, 2021; and

WHEREAS, the 2020 City budget made appropriations for all government fund expenditures; and

WHEREAS, the City Chamberlain is requesting to close the over-budget account appropriations through transfer of surplus budget account appropriations for the fiscal year 2020 for all government funds;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the 2020 City budget for all government funds, as follows:

The attached Excel spreadsheet provides for all the over-budget accounts being adjusted to be in balance through budget transfers from accounts that are in a surplus position by government fund.

Approved by the **Finance/CDO Committee** at its meeting held on January 14th, 2021.

Motion By Councilor Canales; Seconded by Councilor Gibbs

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 2.5– 01/14/21

RESOLUTION: Approving budget adjustment from Mayor's office payroll to Municipal Association dues and Authorizing payment of membership dues with NYCOM (pages 46-55)

BY: Richard Marks

WHEREAS, the following resolution was adopted on January 21st, 2021; and

WHEREAS, the 2021 General Fund budget does not make appropriations for Municipal Association Dues; and

WHEREAS, the Mayor has decided to participate in the New York State Conference of Mayors association for the City of Plattsburgh for the fiscal year 2021;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:

Increase: General Fund – Municipal Association Dues	11920000-4430	\$5,904.00
Decrease: General Fund – Mayor's Office Regular Payroll	11210000-1100	\$5,904.00

To provide for unbudgeted appropriations for the annual dues for participating in NYCOM, the New York State Conference of Mayors, in the General Fund. The budget adjustment does not increase the General Fund budget for appropriations in 2021.

Approved by the **Finance/CDO Committee** at its meeting held on January 14th, 2021.

Motion By Councilor Gibbs; Seconded by Councilor Moore

Discussion: None

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 2.6 – 01/14/21

RESOLUTION: Approving budget adjustment from Finance Department Data Processing contract svcs to Data Processing Capital outlay (pages 48-54)

BY: Richard Marks

WHEREAS, the following resolution was adopted on January 21st, 2021; and

WHEREAS, the 2021 General Fund budget does not make appropriations for Data Processing Capital Outlay; and

WHEREAS, the City Chamberlain is requesting to acquire a new mailing system machine for the City of Plattsburgh for the fiscal year 2021;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:

Increase: General Fund – Data Processing Capital Outlay 11680000-3000 \$ 7,800.00

Decrease: General Fund – Data Processing Contract Services 11680000-4430 \$ 7,800.00

To provide for unbudgeted appropriations for the Data Processing Department in the General Fund to provide for the purchase of a mailing system machine. The purchase is necessary to replace the five year-old machine currently failing periodically requiring maintenance and causing down time for mailing utility invoices. The new machine will have upgraded capabilities for more efficient processing of utility invoices and other mass mailings. The previous two mail system machines were acquired through leasing, however, the cost to lease over a 60 month period would total roughly \$3,900 per year for five years, making the purchase option a better choice financially than leasing. The budget adjustment does not increase the General Fund budget for appropriations in 2021.

Approved by the **Finance/CDO Committee** at its meeting held on January 14th, 2021.

Motion By Councilor Kelly; Seconded by Councilor Gibbs

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 2.7 – 01/14/21

RESOLUTION: Approving budget adjustment from Mayor's office non payroll compensation to Contracted services (page 55)

BY: Richard Marks

WHEREAS, the following resolution was adopted on January 21st, 2021; and

WHEREAS, the 2021 General Fund budget makes appropriations for Non Payroll Compensation in the Mayor department; and

WHEREAS, the Mayor is requesting to transfer the Non Payroll Compensation appropriation for the fiscal year 2021;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:

Increase: General Fund – Mayor's Contract Services 11210000-4430 \$ 2,500.0

Decrease: General Fund – Mayor's Non Payroll Compensation 11210000-1100 \$ 2,500.00

To provide for the transfer of appropriations from the Mayor's Office Non-employee Compensation account that isn't needed in 2021 to the Mayor's Office Contract Services account. The budget adjustment provides for appropriating purchases for necessary office operating expenses throughout the year and will not increase the General Fund budget for appropriations in 2021.

Approved by the **Finance/CDO Committee** at its meeting held on January 14th, 2021.

Motion By Councilor Gibbs; Seconded by Councilor Canales

Discussion: None

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 3.1 – 01/14/21

RESOLUTION: Approving construction contract for the “Arts Park” plumbing work (pages 56-71)

**APPROVING CONSTRUCTION CONTRACT AWARD (PLUMBING) FOR
WESTELCOM PARK IMPROVEMENTS PORTION
OF DOWNTOWN AREA IMPROVEMENT PROJECTS**

INTRODUCED BY:

SECONDED BY:

WHEREAS, the City of Plattsburgh revitalization efforts will involve several downtown area improvement projects known as the Downtown Area Improvement Projects (DAIP); and

WHEREAS, the City of Plattsburgh Common Council determined to conduct comprehensive review of the DAIP through preparation of a Generic Environmental Impact Statement (GEIS) pursuant to the State Environmental Quality Review Act (SEQRA) and Section 617.10 of Title 6 of the New York Compilation of Codes, Rules and Regulations; and

WHEREAS, the Common Council, as duly designated Lead Agency pursuant to SEQRA, conducted a thorough SEQRA review of the DAIP, including conducting scoping, preparing Draft and Final Generic Environmental Impact Statements (EIS), conducting a Public Hearing and adopting a SEQRA Findings Statement; and

WHEREAS, the Findings Statement determined, among other things, that given the demonstrated public need and benefit of the DAIP, its lack of significant adverse environmental impacts and its avoidance of such impacts by project design, location and mitigation, the decision to proceed with the Project as proposed gave due consideration to and represented a reasonable and proper balancing of environmental considerations with social, economic and other relevant considerations; and

WHEREAS, the Findings Statement further determined and certified that, consistent with social, economic and other essential considerations from among the reasonable alternatives available, the DAIP avoids or minimizes adverse environmental impacts to the maximum extent practicable and incorporates as conditions to the Board’s decision those mitigation measures that were identified as practicable; and

WHEREAS, approval from the Common Council is now needed for award of the construction contract for the Plumbing scope of work for the Arts Park, which is required to enable the Westelcom Park Improvements to proceed;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. In accordance with the request therefore, the Common Council approves the construction contract for the “Arts Park” plumbing work to be completed as part of the DRI’s improvements to the Betty Little Arts Park, also known as Westelcom

Park, be awarded to the lowest responsible bidder, Luck Brothers, Inc., in the amount of \$179,582. Funding is to be provided by the DRI's Streetscape Improvements and Riverfront Access grant.

2. The Common Council has reviewed the proposed construction contract award and finds that it constitutes an integral component of the Westelcom Park Improvements portion of the DAIP which was thoroughly reviewed under SEQRA.
3. The potential environmental impacts of the construction contract award was adequately addressed as an essential component of the Westelcom Park Improvements portion of the DAIP in the GEIS and the Findings Statement and the proposed construction contract award is not likely to result in any new or different environmental impacts than those previously considered during SEQRA review of the DAIP. Therefore, no further SEQRA review is necessary.
4. The Common Council authorizes and directs the Mayor, City Clerk, Director of Community Development, City Attorney and/or Special Legal Counsel to take such further actions as may be necessary to effectuate the intent of this Resolution.

Contractor:	Luck Brothers, Inc.
Service:	Plumbing work for Arts Park Phase 2
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$179,582
City Cost:	\$0 (DRI funding)
Period:	Construction schedule April – September 2021
New/Renewal:	New
Previous Year's Cost:	n/a
Previous Year's City Cost:	n/a

Approved by the Finance and Community Development committee at its meeting on Jan 14th, 2021

Motion By Councilor Canales; Seconded by Councilor Moore

Discussion: None

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 3.2 – 01/14/21

RESOLUTION: Approving construction contract for the “Arts Park” general construction work
(pages 56-71)

**APPROVING CONSTRUCTION CONTRACT AWARD (GENERAL
CONSTRUCTION) FOR WESTELCOM PARK IMPROVEMENTS
PORTION OF DOWNTOWN AREA IMPROVEMENT PROJECTS**

INTRODUCED BY:

SECONDED BY:

WHEREAS, the City of Plattsburgh revitalization efforts will involve several downtown area improvement projects known as the Downtown Area Improvement Projects (DAIP); and

WHEREAS, the City of Plattsburgh Common Council determined to conduct comprehensive review of the DAIP through preparation of a Generic Environmental Impact Statement (GEIS) pursuant to the State Environmental Quality Review Act (SEQRA) and Section 617.10 of Title 6 of the New York Compilation of Codes, Rules and Regulations; and

WHEREAS, the Common Council, as duly designated Lead Agency pursuant to SEQRA, conducted a thorough SEQRA review of the DAIP, including conducting scoping, preparing Draft and Final Generic Environmental Impact Statements (EIS), conducting a Public Hearing and adopting a SEQRA Findings Statement; and

WHEREAS, the Findings Statement determined, among other things, that given the demonstrated public need and benefit of the DAIP, its lack of significant adverse environmental impacts and its avoidance of such impacts by project design, location and mitigation, the decision to proceed with the Project as proposed gave due consideration to and represented a reasonable and proper balancing of environmental considerations with social, economic and other relevant considerations; and

WHEREAS, the Findings Statement further determined and certified that, consistent with social, economic and other essential considerations from among the reasonable alternatives available, the DAIP avoids or minimizes adverse environmental impacts to the maximum extent practicable and incorporates as conditions to the Board’s decision those mitigation measures that were identified as practicable; and

WHEREAS, approval from the Common Council is now needed for award of the construction contract for the General Construction scope of work for the Arts Park, which is required to enable the Westelcom Park Improvements to proceed;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. In accordance with the request therefore, the Common Council approves the construction contract for the “Arts Park” general construction work to be completed as part of the DRI’s improvements to the Betty Little Arts Park, also known as

Westelcom Park, be awarded to the lowest responsible bidder, Luck Brothers, Inc., in the amount of \$688,516. Funding is to be provided by the DRI's Streetscape Improvements and Riverfront Access grant.

2. The Common Council has reviewed the proposed construction contract award and finds that it constitutes an integral component of the Westelcom Park Improvements portion of the DAIP which was thoroughly reviewed under SEQRA.
3. The potential environmental impacts of the construction contract award were adequately addressed as an essential component of the Westelcom Park Improvements portion of the DAIP in the GEIS and the Findings Statement and the proposed construction contract award is not likely to result in any new or different environmental impacts than those previously considered during SEQRA review of the DAIP. Therefore, no further SEQRA review is necessary.
4. The Common Council authorizes and directs the Mayor, City Clerk, Director of Community Development, City Attorney and/or Special Legal Counsel to take such further actions as may be necessary to effectuate the intent of this Resolution.

Contractor:	Luck Brothers, Inc.
Service:	General Construction work for Arts Park Phase 2
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$688,516
City Cost:	\$0 (DRI funding)
Period:	Construction schedule April – September 2021
New/Renewal:	New
Previous Year's Cost:	n/a
Previous Year's City Cost:	n/a

Approved by the Finance and Community Development committee at its meeting on Jan 14th, 2021

Motion By Councilor Gibbs; Seconded by Councilor Canales
Discussion: None
Roll Call: All voted in the affirmative
Absent: None
Motion carried

RESOLUTION 3.3 – 01/14/21

RESOLUTION: Approval of change order #1 and #2 to the Plattsburgh Farmers' and Crafters' Market relocation project. (pages 72-102)

BY: Matthew Miller, Director of Community Development

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign Change Order #1 to the Plattsburgh Farmers' and Crafters' Market relocation project construction contract with Murnane Building Contractors, Inc. in the amount of \$907.00. Funding to be provided by the DRI's Downtown Grant Program and the General Fund.

Contractor:	Murnane Building Contractors, Inc.
Service:	Equipment upgrade as part of construction contract
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$276,600 (original) / \$277,507 (new)
City Cost:	\$90.70 (General Fund)
Period:	Substantial completion of construction by May 1, 2021
New/Renewal:	Renewal
Previous Year's Cost:	\$36,812.50
Previous Year's City Cost:	\$3,681.25

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign Change Order #2 to the Plattsburgh Farmers' and Crafters' Market relocation project construction contract with Murnane Building Contractors, Inc. in the amount of \$1,621.03. Funding to be provided by the DRI's Downtown Grant Program and the General Fund.

Contractor:	Murnane Building Contractors, Inc.
Service:	Equipment changes as part of construction contract
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$277,507 (original) / \$279,128.03 (new)
City Cost:	\$1,377.17 (General Fund)
Period:	Substantial completion of construction by May 1, 2021
New/Renewal:	Renewal
Previous Year's Cost:	\$36,812.50
Previous Year's City Cost:	\$3,681.25

Approved by the Finance and Community Development Committee at its meeting on January 14, 2021.

Motion By Councilor Gibbs; Seconded by Councilor Moore

Discussion: None

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 3.4 – 01/14/21

RESOLUTION: Approving DRI Marketing, Signage, and Branding project contract extension.
(page 103)

BY: Matthew Miller, Director of Community Development

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh sign a first amendment to the City's DRI Marketing, Signage, and Branding project contract with Boire Benner Group to extend the term of the contract until August 22, 2022 to allow for completion of all improvements planned under the contract. There will be no change to the overall contract amount.

Contractor:	Boire Benner Group
Service:	Contract extension
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$237,500 (original – no change)
City Cost:	n/a
Period:	September 11, 2018 through August 22, 2022
New/Renewal:	Renewal
Previous Year's Cost:	\$100,000 (est.)
Previous Year's City Cost:	n/a

Approved by the Finance and Community Development Committee at its meeting on January 14, 2021.

Motion By Councilor Gibbs; Seconded by Councilor Canales

Discussion: None

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 3.5 – 01/14/21

RESOLUTION: Approval of DRI's Arts Park change order #1 for Sewer Reconstruction contract (pages 104-120)

BY: Matthew Miller, Director of Community Development

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign Change Order #1 to the DRI's Arts Park Sewer Replacement contract with Luck Brothers, Inc. in the amount of \$28,990.57. Funding to be provided by the DRI's Streetscape Improvements and Riverfront Access grant.

Contractor:	Luck Brothers, Inc.
Service:	Replacement of sanitary sewer line
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$160,838 (original) / \$189,828.57 (new)
City Cost:	\$0
Period:	Project completed December 2020
New/Renewal:	Renewal
Previous Year's Cost:	\$189,828.57
Previous Year's City Cost:	\$0

Approved by the Finance and Community Development Committee at its meeting on January 14, 2021.

Motion By Councilor Gibbs; Seconded by Councilor Canales

Discussion: None

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 3.6 – 01/14/21

RESOLUTION: Approving Contract agreement with Ann Ruzow Holland for consulting services related to the revival of the City's revolving loan program. (pages 121-127)

BY: Matthew Miller, Director of Community Development

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign an agreement with Ann Ruzow Holland for consulting services related to the revival of the City's revolving loan program in an amount not to exceed \$10,000. Funding to be provided from the Community Development Special Revenue account.

Contractor:	Ann Ruzow Holland, Ph.D., AICP
Service:	Assessment of revolving loan fund program history and plan for revival of program.
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$10,000
City Cost:	\$10,000 (CD Special Revenue account)
Period:	February 15, 2021 – July 31, 2021
New/Renewal:	New
Previous Year's Cost:	n/a
Previous Year's City Cost:	n/a

Approved by the Finance and Community Development Committee at its meeting on January 14, 2021.

Motion By Councilor Gibbs; Seconded by Councilor McFarlin

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 3.7 – 01/14/21

RESOLUTION: Authorizing AEDA, P.C. proposal for supplemental architectural and engineering design services for the Plattsburgh Farmers' and Crafters' Market relocation project (pages 128-129)

BY: Matthew Miller, Director of Community Development

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign a proposal for supplemental architectural and engineering design services from AEDA, P.C. related to the Plattsburgh Farmers' and Crafters' Market relocation project in the amount of \$9,568.54. Funding to be provided by the DRI's Downtown Grant Program.

Contractor:	AEDA, P.C.
Service:	Supplemental architectural, engineering, and design services for PFCM project
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$26,400 (original) / \$35,968.54 (new)
City Cost:	n/a
Period:	January 2020 through May of 2021
New/Renewal:	Renewal
Previous Year's Cost:	\$30,000 (est.)
Previous Year's City Cost:	n/a

Approved by the Finance and Community Development Committee at its meeting on January 14, 2021.

Motion By Councilor Gibbs; Seconded by Councilor Canales

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 4.1 – 01/14/21

RESOLUTION: Authorizing reimbursement of overpayment of fees not to exceed \$7,000 (no supporting documents yet)

Approved by the Finance and Community Development Committee at its meeting on January 14, 2021.

Motion By Councilor Canales; Seconded by Councilor Moore

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 5.1 – 01/14/21

RESOLUTION: Authorizing agreement and authorizes payment Coughlin & Gerhart LLP
(pages 129-133)

BY: Mayor Rosenquest

BE IT RESOLVED, upon the recommendation of the Finance and Community Development Committee, through a poll conducted on January 12, 2021, the City of Plattsburgh Common Council hereby authorizes the Mayor to sign a retainer agreement and authorizes payment - Coughlin & Gerhart LLP – Special Counsel Labor Matters.

Approved by the Finance and Community Development Committee at its meeting on January 14, 2021.

Motion By Councilor Gibbs; Seconded by Councilor Canales

Discussion: None

Roll Call: All voted in the affirmative

Absent: None

Motion carried