

**REGULAR MEETING OF THE BOARD OF
PLATTSBURGH MUNICIPAL LIGHTING DEPARTMENT**

**March 31, 2022
5:00 P.M.**

AGENDA

Roll:	Present	Absent	Excused
Director Canales	_____	_____	_____
Director Kelly	_____	_____	_____
Director Gibbs	_____	_____	_____
Director Tallon	_____	_____	_____
Director Bopp	_____	_____	_____
Director Moore	_____	_____	_____
Director Rosenquest	_____	_____	_____
Manager Treacy	_____	_____	_____
CFO Clookey	_____	_____	_____

1. MINUTES OF THE PREVIOUS MEETINGS:

BE IT RESOLVED: That the Minutes of the meeting of the PMLD Board held on September 30, 2021 are approved and placed on file among the public records in the MLD Office

Discussion:

By Director _____; Seconded by Director _____

Roll call: Director Canales, Kelly, Gibbs, Tallon, Bopp, Moore, Rosenquest

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

2. FINANCIAL REPORT: Presented by MLD Manager, William Treacy

REPORTS & COMMITTEE REPORTS:

- Internal Report of Financial Standing as of February 2022.

Discussion:

BE IT RESOLVED: That the financial report, as read, is hereby ordered, received and placed on file among the public records in the MLD Office.

By Director _____; Seconded by Director _____
Roll call: Director Canales, Kelly, Gibbs, Tallon, Bopp, Moore, Rosenquest

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

3. DEPARTMENTAL REPORTS: Presented by MLD Manager, William Treacy

- a. Work in Progress
- b. IEEP Program
- c. Other

4. BID REQUESTS

4A. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to advertise for bids through the NY State Contract using the mini bids procedure for one Ford F-150 all electric/hybrid pickup to replace a Chevy Tahoe that 19 years old, with nearly 110,000 miles on the odometer and has a severe chassis/body rusting issue.

4B. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to advertise for bids through the NY State Contract using the mini bids procedure for one Ford F-150 to replace a second Chevy Tahoe that is 18 years old with 85,500 miles on the odometer and severe chassis/body rusting issue.

4C. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to advertise for bids for PMLD Bid #2022-4-3 “Aerial Bucket Truck with Line Service Body” to replace one that is 17 years old and is requiring more maintenance to stay operational. Bid opening date is June 14, 2022 at 11 am in the Common Council Chambers.

4D. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to advertise for bids for PMLD 2022-4-1, Replacement Relays for St. Lawrence 2 Substation. The existing relays were identified during a recent inspection/testing that they are near the end of their useful life and that their contacts were starting to show corrosion. Bid opening date is June 14, 2022 at 11:05 am in the Common Council Chambers.

4E. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to advertise for bids for PMLD 2022-4-2, a miscellaneous materials bid to construct a distribution Power line to Reeves Lane. Bid opening date is June 21, 2022 at 11:05 am in the Common Council Chambers.

4F. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to advertise for bids for PMLD 2022-4-3, Install Natural Gas Generator at 217 Sharron Ave. The bid opening date is June 21, 2022 at 11:00 am in the Common Council Chambers.

4G. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to advertise for bids for PMLD Bid #2022-4-4 “Wooden Utility Poles”. Bid opening date is June 21, 2022 at 11:10 am in the Common Council Chambers.

Discussion:

By Director _____; Seconded by Director _____
Roll call: Director Canales, Kelly, Gibbs, Tallon, Bopp, Moore, Rosenquest

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

5. MONTHLY WRITE-OFFS:

5A. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to write-off unpaid final bills from January 2021 in the total amount of \$3,683.67. The percentage of write-offs for this period is .16%. The recovered amount for this period is \$ 1,066.92.

5B. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to write-off unpaid final bills from February 2021 in the total amount of \$2,916.74. The percentage of write-offs for this period is .12%. The recovered amount for this period is \$1,779.47.

5C. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to write-off unpaid final bills from March 2021 in the total amount of \$4,375.57. The percentage of write-offs for this period is .18%. The recovered amount for this period is \$1,103.85.

5D. BE IT RESOLVED: In accordance with the request therefore the MLD Board approves MLD to write-off unpaid final bills from April 2021 in the total amount of \$3,948.99. The percentage of write-offs for this period is .21%. The recovered amount for this period is \$870.96.

Discussion:

By Director _____; Seconded by Director _____
Roll call: Director Canales, Kelly, Gibbs, Tallon, Bopp, Moore, Rosenquest

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

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6. TRAVEL REQUESTS:

RESOLVED: In accordance with the request therefore the MLD Board approves MLD Travel Requests for 2021:

1. Line Helper Apprentices John Corrow and Kellen Clukey to attend the required 2nd year of Lineman Training to be held in Fairport, NY at an estimated cost of \$1,690 for each of the following travel dates; April 25-29, 2022, May 23-27, 2022, September 12-16, 2022, and October 10-14, 2022.

2. Line Helper Apprentices Tony Bushey and Michael Rushford to attend the required 3rd year of Lineman Training to be held in Fairport, NY at an estimated cost of \$1,690 for each of the following travel dates; May 2-6, 2022, May 30- June 3, 2022, September 19-23, 2022, and October 17-21, 2022.

3. Finance Officer Kelly Clookey to attend the Accounting & Finance Workshop in East Syracuse, NY from May 9-11, 2022. Total \$500.

4. Bill Treacy to attend the following meetings:

Semi-Annual MEUA Conference	Syracuse, NY	April 11-13, 2022	total \$500.00
Annual MEAU Meeting	Syracuse, NY	September 6-9, 2022	total \$1000.00
Engineering Workshop	East Syracuse, NY	November 14-16, 2022	total \$500.00
Annual NYMPA Mtg.	East Syracuse, NY	May 25-26, 2022	total \$350.00
Semi-Annual NYMPA Mtg.	East Syracuse, NY	October 2022	total \$350.00

5. Bill Treacy to attend Certified Energy Manager Training Program in Las Vegas, Nevada from December 3-9, 2022. Training required to renew my NY State Engineering License. Training and travel at no cost to the City.

Discussion:

By Director _____; Seconded by Director _____

Roll call: Director Canales, Kelly, Gibbs, Tallon, McFarlin, Moore, Rosenquest

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

7. DRAFT CITY OF PLATTSBURGH GREEN FLEET AND EQUIPMENT POLICY

- Board review of the proposed policy.

Discussion:

By Director _____; Seconded by Director _____

Roll call: Director Canales, Kelly, Gibbs, Tallon, McFarlin, Moore, Rosenquest

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

8. OLD BUSINESS:

9. NEW BUSINESS:

10. PERSONS ADDRESSING BOARD:

Motion to Adjourn by Director _____; Seconded by Director _____
Roll call: Director Canales, Kelly, Gibbs, Tallon, Bopp, Moore, Rosenquest

MEETING ADJOURNED: _____