

1. Agenda

Documents: [AGENDA 04-07-16.PDF](#)

2. Supporting Documents

Documents: [MEETING DOCS 040716.PDF](#)

3. Weekly Expenditure Analysis

Documents: [CLAIMS ANALYSIS 040716.PDF](#)

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK**

April 7, 2016

5:30 P.M.

AGENDA

Present: Mayor James Calnon, Councilors Rachelle Armstrong (W1), Mike Kelly (W2), Dale Dowdle (W3), Paul O’Connell (W4), Becky Kasper (W5), Joshua Kretser (W6)

Absent:

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the regular meeting of the Common Council held on March 23, 2016 are approved and placed on file among the public records of the City Clerk’s Office.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the weeks ending March 30, 2016 in the amount of **\$ 364,678.48** and April 6, 2016 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 _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the weeks of March 23 – April 6, 2016
- Report from the Building Inspector’s office April 4, 2016
- Statement from the City Clerk’s Office of all monies received during the month March 2016 in the total amount of \$10,199.46
- Report from the Parking Violations Bureau for March 2016

RESOLVED: That the reports as listed are hereby ordered received and placed on file among the public records of the City Clerk’s Office.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the weeks ending April 1, 2016 in the amount of \$ 721,270.79 and April 8, 2016 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 _____
Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

6. PERSONS ADDRESSING COUNCIL:

7. OTHER ITEMS:

A. ADOPTION OF LOCAL LAW P-5 OF 2016

RESOLVED: A local law adding Article VI entitled “Outdoor Cafes and Merchandise Displays on Public Streets and Sidewalks” to Chapter 233 “Streets and Sidewalks” the City Code 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 of said local law is made part of the minutes of this meeting.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

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

B. RESOLVED: In accordance with the request therefore the Common Council approves restoring the contract with James Burgess as the Nuisance Animal Control Officer for 2016 for the total cost of \$18,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

C. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to adjust the 2016 General Fund Budget by an \$18,000.00 transfer from Snow & Ice materials to Animal Control fees for services to provide for animal control services for City residents.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

D. RESOLVED: In accordance with the request therefore the Common Council approves Seth Silver of 40 Trafalgar Drive to close down part of Trafalgar Drive on June 4, 2016 from 11 am to 7 pm to have a safe area for their seventh annual block party.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

E. RESOLVED: In accordance with the request therefore the Common Council approves MLD to advertise for bids for PMLD Bid No. 2016-5-1 “Protective Relay System Testing.” Bid Opening Date: May 19, 2016 at 1pm.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

F. RESOLVED: In accordance with the request therefore the Common Council approves Contract # 2016-2 “Painted Pavement Markings” be awarded to Straight Line Industries Inc for the total price of \$74,950.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

G. RESOLVED: In accordance with the request therefore the Common Council approves MLD to write-off unpaid final bills from January 1, 2015 to January 31, 2015 in the total amount of \$4,173.78. The percentage of write-offs for this period is .18%.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

8. TRAVEL REQUEST:

A. RESOLVED: In accordance with the request therefore the Common Council approves Wastewater Treatment Plant Operator Trainee Eric Bertrand to attend “Grade 3 Supervision and Technical Operations course” from June 26 – July 1, 2016 in Morrisville, NY at an estimated cost of \$1,180. This is a required class to obtain his 3A operator’s license.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

10. NEW BUSINESS:

11. CLOSING PUBLIC COMMENTS:

Motion to Adjourn by Councilor _____; Seconded by Councilor _____
Roll call Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

MEETING ADJOURNED: _____

04/04/2016 14:05
1427dnep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

DEPARTMENT: Building Inspector

P 1
picvirpt

REPORTING PERIOD: 03/08/16 TO 04/04/16

COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
GARBAGE	9
PARKING	1
PROPERTY MAINTENANCE	27
ZONING VIOLATION	6
DEPARTMENT TOTALS	43
REPORT TOTALS	43

** END OF REPORT - Generated by Denise Nephew **



DEPARTMENT: Building Inspector

REFERENCE LOCATION
CASE

COMPLAINT/VIOLATION

RESPONSIBLE PARTY
SEVERITY

AREA
SOURCE

COMMENT

CREATED
COMPLETED

227 10 BRINKERHOFF ST

VIOLATION
PROPERTY MAINTENANCE

ALLEY IS FULL OF GARBAGE AND DEBRIS. MIKE BRODI, MIKE BESSETTE AND JOE MCHAHON WERE ON SITE. PHOTOS WERE TAKEN OF THE ALLEY

SEVERITY
0

AREA

PO SUN WOO
0

COMPLY BY
03/17/2016

03/11/2016
03/17/2016

STEPS
INITIAL INSPECT
NOTICE
FOLLOW UP
ORDER REMEDY
APPEARANCE TICKE

ACTION TYPE
INSPECTION
NOTICE
INSPECTION
NOTICE
OTHER

STATUS
DONE
DONE
NEW
NEW

NOTICE
LETTER
LETTER

SCHEDULED
03/11/16
03/19/16
03/30/16
04/16/16

STARTED
COMPLETED
COMPLETED
COMPLETED

INSPECTION INSPECTOR
COMPLAINT KEN PRIMARD
COMPLAINT KEN PRIMARD

REQUESTED
03/17/16
03/11/16

SCHEDULED
03/17/16
03/17/16

RESULTS
PASSED
FAILED

FEE AMOUNT
.00
.00
.00

COMPLAINT/VIOLATION TOTALS

COMPLAINANT
CITY OF PLATTSBURGH PUBLIC WORKS
GOLD STREET DEBRIS AND GARBAGE

ANON FL UP CONT DATE CONT TIME RESPONSE
N N 03/11/2016

247 124 MARGARET ST

VIOLATION
PROPERTY MAINTENANCE

AT 124 MARGARET ABOVE CHEFFY'S BAR & GRILL. TARP STILL THERE. BRICKS THAT FELL ALST YEAR HAVE NOT BEEN REPLACED.

SEVERITY
0

IN PERSON
AREA

JOHN J CARTER
0

COMPLY BY
COMPLETED

03/23/2016

STEPS
INITIAL INSPECT
NOTICE
FOLLOW UP
ORDER REMEDY
APPEARANCE TICKE

ACTION TYPE
INSPECTION
NOTICE
INSPECTION
NOTICE
OTHER

STATUS
NEW
NEW
NEW
NEW

NOTICE
LETTER

SCHEDULED
03/25/16

STARTED
COMPLETED

INSPECTION INSPECTOR
COMPLAINT CLAUDE BOUCHARD
COMPLAINT CLAUDE BOUCHARD

REQUESTED
03/25/16
03/25/16

RESULTS

FEE AMOUNT
.00
.00
.00

COMPLAINT/VIOLATION TOTALS

COMPLAINANT
CITY OF PLATTSBURGH PUBLIC WORKS
GOLD STREET DEBRIS AND GARBAGE

ANON FL UP CONT DATE CONT TIME RESPONSE
N N 03/11/2016

IN PERSON
AREA

COMPLY BY
COMPLETED

03/23/2016
03/24/2016

STEPS
INITIAL INSPECT

ACTION TYPE
INSPECTION

STATUS
DONE

NOTICE

SCHEDULED
03/24/16

STARTED
COMPLETED

03/24/2016
03/24/2016



REFERENCE LOCATION CASE COMPLAINT/VIOLATION

DEPARTMENT: Building Inspector

REPORTING PERIOD: 03/08/16 TO 04/04/16

3
picvirpt

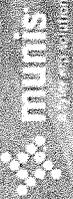
CREATED
COMPLETED

COMPLAINT/VIOLATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	COMMENT	RESULTS	FEE AMOUNT
NOTICE FOLLOW UP	NEW	03/26/16	NOTICE	03/24/16	
ORDER REMEDY	DONE		INSPECTION		
APPEARANCE TICKET	NEW	04/23/16	NOTICE		
	NEW		OTHER		
INSPECTION INSPECTOR COMPLAINT KEN PRIMARD	REQUESTED	03/24/16	SCHEDULED	RESULTS UNFOUNDED	.00
COMPLAINT/VIOLATION TOTALS	03/23/16	03/24/16			.00

COMPLAINT/VIOLATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	COMMENT	RESULTS	FEE AMOUNT
257 144 MILLER ST	PHONE CALL 0	JOHN J III LEASE	SEVERITY 0	COMPLY BY COMPLETED	03/31/2016
VIOLATION GARBAGE AT 144 MILLER ST. RENTAL 3 FULL SHACKS OF GARBAGE. GARBAGE STREWN INTO LAWN. LEAVES WOOD. NASTY. WORSE THAN EVER. SHACKS FALLING DOWN.	AREA				4 DAYS OPEN
STEPS INITIAL INSPECT	DONE		NOTICE	SCHEDULED	COMPLETED
NOTICE	DONE		INSPECTION	03/31/16	03/31/16
REINSPECT	DONE		NOTICE	03/31/16	03/31/16
ORDER PICK UP	NEW		INSPECTION	04/01/16	03/31/16
INSPECTION INSPECTOR COMPLAINT KEN PRIMARD	REQUESTED	03/31/16	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT KEN PRIMARD	03/31/16	03/31/16	AREA	FAILED	.00
COMPLAINT/VIOLATION TOTALS	04/01/16	04/01/16			.00

COMPLAINT/VIOLATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	COMMENT	RESULTS	FEE AMOUNT
239 16 JOHNSON AVE	PHONE CALL 0	JOHN T JR SHEA	SEVERITY 0	COMPLY BY COMPLETED	03/21/2016
VIOLATION PROPERTY MAINTENANCE DOG FECES BEING THROWN ADJACENT TO 14 JOHNSON AVE PROPERTY AND FENCE MAYBE IN VIOLATION	AREA				14 DAYS OPEN
STEPS INITIAL INSPECT	DONE		NOTICE	SCHEDULED	COMPLETED
NOTICE	DONE		INSPECTION	03/23/16	03/23/16
FOLLOW UP	DONE		NOTICE	03/23/16	03/23/16
ORDER REMEDY	NEW		INSPECTION		
APPEARANCE TICKET	NEW		NOTICE		
INSPECTION INSPECTOR COMPLAINT KYLE BURDO	REQUESTED	03/23/16	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT KYLE BURDO	03/23/16	03/23/16	AREA		.00
COMPLAINT/VIOLATION TOTALS					.00

COMPLAINANT	ANON	FL	UP	CONT DATE	CONT TIME	RESPONSE
DROLLETTE ADAM J	N	N	N	03/21/2016		



04/04/2016 14:05
1427dne

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

DEPARTMENT: Building Inspector
REFERENCE LOCATION
CASE
COMPLAINT/VIOLATION

REPORTING PERIOD: 03/08/16 TO 04/04/16
RESPONSIBLE PARTY
SEVERITY
CREATED
COMPLETED

DOG FECES AND FENCE

226 17 PIKE ST
VIOLATION
GARBAGE
17 PIKE STREET HAS GARBAGE PILED UP AGAINST HOUSE, YARD. AGAIN. BLOWN AROUND.
SEVERITY 0
PHONE CALL 0
G & T PROPERTY RENTALS LLC
COMPLY BY 03/14/2016
03/11/2016
03/14/2016
STEPS
INITIAL INSPECT
NOTICE
REINSPECT
ORDER PICK UP
ACTION TYPE
INSPECTION
NOTICE
INSPECTION
OTHER
STATUS
NEW
NEW
DONE
NEW
NOTICE
SCHEDULED
03/12/16
STARTED
03/14/16
COMPLETED
INSPECTION INSPECTOR
COMPLAINT CLAUDE BOUCHARD
REQUESTED SCHEDULED
03/14/16
RESULTS
PASSED
FEE AMOUNT
.00
COMPLAINT/VIOLATION TOTALS
.00

224 175 OAK ST
VIOLATION
PROPERTY MAINTENANCE
AT 175 OAK ST. ABANDONED HOUSE NOT SECURE.
SEVERITY 0
EMAIL AREA
SANDRA DUCHARME
COMPLY BY 03/14/2016
03/11/2016
03/14/2016
STEPS
INITIAL INSPECT
NOTICE
FOLLOW UP
ORDER REMEDY
APPEARANCE TICKE
ACTION TYPE
INSPECTION
NOTICE
INSPECTION
NOTICE
OTHER
STATUS
NEW
NEW
DONE
NEW
NEW
NOTICE
LETTER
04/13/16
SCHEDULED
03/13/16
STARTED
03/14/16
COMPLETED
INSPECTION INSPECTOR
COMPLAINT KEN PRIMARD
REQUESTED SCHEDULED
03/11/16
03/11/16
RESULTS
PASSED
FEE AMOUNT
.00
COMPLAINT/VIOLATION TOTALS
.00

230 18 MACDONOUGH ST
VIOLATION
GARBAGE
BAGGED GARBAGE LEFT BY THE CURB. NEED TO MONITOR (COULD BE TRASH DAY)
SEVERITY 0
PHONE CALL 0
BENEDETTO IAVORANDO
COMPLY BY 03/18/2016
03/14/2016
03/18/2016
STEPS
INITIAL INSPECT
NOTICE
REINSPECT
ACTION TYPE
INSPECTION
NOTICE
INSPECTION
STATUS
DONE
NEW
NEW
NOTICE
SCHEDULED
03/14/16
03/07/16
STARTED
03/07/16
COMPLETED
03/18/16
COMPLETED
INSPECTION



DEPARTMENT: Building Inspector

REFERENCE LOCATION

AREA SOURCE

RESPONSIBLE PARTY

SEVERITY

CREATED

COMPLAINT/VIOLATION

COMMENT

COMPLAINANT
CITY OF PLATTSBURGH PUBLIC WORKS
GARBAGE COMPLAINT GOLD STREET ALLEY

246 21 PALMER ST
VIOLATION SEVERITY 0
PROPERTY MAINTENANCE 0
AT 21 PALMER ST. BROWN CRAP ON PORCH, BIKES, AIR CONDITIONER.

SEVERITY 0
FL UP N
CONT DATE 03/11/2016
CONT TIME
RESPONSE

STATUS
ACTION TYPE
INITIAL INSPECT
NOTICE
FOLLOW UP
ORDER REMEDY
APPEARANCE TICKET

STATUS
DONE
NEW
DONE
NEW
NEW

NOTICE
LETTER
SCHEDULED
03/24/16
03/26/16
04/23/16

NOTICE
LETTER
SCHEDULED
03/24/16
03/26/16
04/23/16

COMPLETED
03/24/16
03/24/16
04/23/16

COMPLY BY
03/24/2016

RESULTS
UNFOUNDED
UNFOUNDED
FEE AMOUNT
.00
.00

COMPLAINANT/VIOLATION TOTALS

233 241 MARGARET ST
VIOLATION SEVERITY 0
PROPERTY MAINTENANCE 0
INSPECTED HOME ON 3/16/2016. GARBAGE IS NOT BLOWING IN THE WIND. HOUSEHOLD ITEMS STACKED IN THE REAR OF THE HOUSE ADJACENT TO GARBAGE CAN. PHOTO ATTACHED

SEVERITY 0
FL UP N
CONT DATE 03/16/2016
CONT TIME
RESPONSE

STATUS
ACTION TYPE
INITIAL INSPECT
NOTICE
FOLLOW UP
ORDER REMEDY
APPEARANCE TICKET

STATUS
DONE
NEW
DONE
NEW
NEW

NOTICE
LETTER
SCHEDULED
03/16/16
03/18/16
04/15/16

NOTICE
LETTER
SCHEDULED
03/16/16
03/18/16
04/15/16

COMPLETED
03/16/16
03/16/16
03/16/16

COMPLY BY
03/16/2016

RESULTS
UNFOUNDED
UNFOUNDED
FEE AMOUNT
.00
.00

COMPLAINANT/VIOLATION TOTALS

COMPLAINANT
MITCHELL LETHA E
GARBAGE

ANON FL UP CONT DATE CONT TIME RESPONSE
N N 03/16/2016



CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

REPORTING PERIOD: 03/08/16 TO 04/04/16

04/04/2016 14:05
1427dnep

DEPARTMENT: Building Inspector

REFERENCE LOCATION CASE RESPONSIBLE PARTY SEVERITY CREATED
COMPLAINT/VIOLATION COMMENT

244	241 MARGARET ST		ADAM P LOCKLIN	03/23/2016
VIOLATION	PHONE CALL 0		COMPLY BY	COMPLIED
GARBAGE	AREA			
AT 241 MARGARET ST. TRASH IN BACK/REAR YARD. NO ONE LIVES THERE. GARBAGE STILL THERE. HE IS PICKING UP BLOWN AROUND GARBAGE				
E. UNISIGHTLY FOR MR. DENO TO LOOK AT THIS MESS. SITTING THERE FOR 2 WKS. WHY GARBAGE IF NO ONE LIVES THERE.				
PROPERTY MAINTENANCE 0				
DEBRIS STILL NOT PICKED UP				
SEVERITY				
ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED
INSPECTION	DONE	LETTER	03/16/16	03/16/16
NOTICE	DONE		03/28/16	03/28/16
REINSPECT	NEW		04/11/16	
ORDER PICK UP	NEW			
INSPECTION	REQUESTED	RESULTS		FEE AMOUNT
COMPLAINT	03/24/16	03/28/16		.00
COMPLAINT	03/24/16	FAILED		.00
COMPLAINT	03/16/16			.00
COMPLAINT/VIOLATION TOTALS .00				

261	244 MARGARET ST		MARGARET ST PROPERTIES LLC	04/04/2016
VIOLATION	PHONE CALL 0		COMPLY BY	COMPLIED
ZONING VIOLATION	AREA			
AT 256 MARGARET ST. APART. #205 JANUARY STARTED WITH WHAT SHE THOUGHT WAS FLEAS. SHE TREATED APARTMENT & ANIMALS TWICE. LAN				
DLORD SENT EXTERMINATOR IN TWICE FOR FLEAS. BUT DISCOVERED IT'S NOW BED BUGS. IS THIS HER RESPONSIBILITY?				
SEVERITY				
ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED
INSPECTION	NEW	LETTER	04/06/16	
NOTICE	NEW			
FOLLOW UP	NEW			
ORDER REMEDY	NEW			
APPEARANCE TICKE	NEW			
INSPECTION	REQUESTED	RESULTS		FEE AMOUNT
COMPLAINT	04/06/16	04/06/16		.00
COMPLAINT	04/06/16			.00
COMPLAINT/VIOLATION TOTALS .00				

COMPLAINANT ANON FL UP CONT DATE CONT TIME RESPONSE
MITCHELL LETHA E N N 03/23/2016

COMPLAINANT ANON FL UP CONT DATE CONT TIME RESPONSE
MANDY PROVOST N N 04/04/2016



COMPLAINT/VIOLATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	PHONE CALL 0	AFZAL RANA	COMPLY BY 03/18/2016	SEVERITY 0	COMMENT
225 27 COUCH ST VIOLATION PROPERTY MAINTENANCE AT 27 COUCH BOAT IN FRONT YARD							
STEPS INITIAL INSPECT NOTICE FOLLOW UP ORDER REMEDY APPEARANCE TICKE							
INSPECTION INSPECTOR COMPLAINT KEN PRIMARD COMPLAINT KEN PRIMARD							
COMPLAINT/VIOLATION TOTALS							

COMPLAINT/VIOLATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	PHONE CALL 0	AFZAL RANA	COMPLY BY 03/18/2016	SEVERITY 0	COMMENT
242 301 MARGARET ST VIOLATION PROPERTY MAINTENANCE DISABLED TRUCK FULL OF GARBAGE, GARBAGE NOT COVERED PROPERTY MAINTENANCE TRUCK WITH GARBAGE REMOVED FROM PROPEWRTY ON 3/21/2016							
STEPS INITIAL INSPECT NOTICE FOLLOW UP ORDER REMEDY APPEARANCE TICKE							
INSPECTION INSPECTOR COMPLAINT KEN PRIMARD COMPLAINT KEN PRIMARD							
COMPLAINT/VIOLATION TOTALS							

COMPLAINT/VIOLATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	PHONE CALL 0	AFZAL RANA	COMPLY BY 03/18/2016	SEVERITY 0	COMMENT
259 34 TRAFALGAR DR VIOLATION ZONING VIOLATION AT 34 TRAFALGAR 3 VEHICLES, ONE ALWAYS STICKING OUT INTO ROAD. SEEMS 14 PEOPLE LIVING THERE. IS THIS LEGAL - 14 PEOPLE?							
STEPS INITIAL INSPECT NOTICE FOLLOW UP ORDER REMEDY APPEARANCE TICKE							
INSPECTION INSPECTOR COMPLAINT KEN PRIMARD COMPLAINT KEN PRIMARD							
COMPLAINT/VIOLATION TOTALS							



RESPONSIBLE PARTY
SEVERITY
AREA
SOURCE
COMMENT

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		04/06/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKE	OTHER	NEW				
INSPECTION INSPECTOR	REQUESTED	SCHEDULED		RESULTS		FEE AMOUNT
COMPLAINT KEN PRIMARD	04/06/16	04/06/16				.00
COMPLAINT KEN PRIMARD						.00
COMPLAINT/VIOLATION TOTALS						.00

260	34 TRAFALGAR DR	STEVEN H DOLGIN	04/04/2016
VIOLATION	SEVERITY	PHONE CALL 0	COMPLY BY COMPLETED
ZONING VIOLATION	0	AREA	
AT 34 TRAFALGAR 11-15 ADULTS GETTING OUT OF A VAN AT 11:00 PM AT NIGHT AND LIVING AT THIS ADDRESS. OWNER MAY NOT KNOW HOW MA NY PEOPLE LIVING THERE.			

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		04/06/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKE	OTHER	NEW				
INSPECTION INSPECTOR	REQUESTED	SCHEDULED		RESULTS		FEE AMOUNT
COMPLAINT KEN PRIMARD	04/06/16	04/06/16				.00
COMPLAINT KEN PRIMARD						.00
COMPLAINT/VIOLATION TOTALS						.00

223	35 LORRAINE ST	KEVIN D HILL	03/11/2016			
VIOLATION	SEVERITY	0	COMPLY BY COMPLETED			
GARBAGE	0	AREA	03/22/2016			
AT 37 LORRAINE ST BOXES & BAGS OF TRASH ON PORCH. & TOILET. BACK YARD ALSO						
STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		03/12/16		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	DONE				03/22/16
ORDER PICK UP	OTHER	NEW		03/23/16		
INSPECTION INSPECTOR	REQUESTED	SCHEDULED		RESULTS		FEE AMOUNT
COMPLAINT KEN PRIMARD	03/22/16	03/22/16	03/22/16	PASSED		.00
COMPLAINT/VIOLATION TOTALS						.00



DEPARTMENT: Building Inspector

REFERENCE LOCATION
CASE

COMPLAINT/VIOLATION

AREA SOURCE RESPONSIBLE PARTY SEVERITY

COMMENT

STATUS ACTION TYPE REQUESTED SCHEDULED NOTICE SCHEDULED STARTED COMPLETED

INSPECTION INSPECTOR COMPLAINT KEN PRIMARD RESULTS PASSED FEE AMOUNT

COMPLAINT/VIOLATION TOTALS

238	35 LORRAINE ST	PHONE CALL 0	KEVIN D HILL	0	COMPLY BY	03/22/2016	03/21/2016	03/22/2016
	VIOLATION GARBAGE	SEVERITY 0	AREA					
	AT 35 LORRAINE ST. BACK YARD FULL OF GARBAGE AND NOW ENCRoACHING DOWN DRIVEWAY.							
	STEPS INITIAL INSPECT	DONE	NOTICE	03/22/16	SCHEDULED	STARTED	COMPLETED	03/22/16
	NOTICE	NEW			03/23/16			
	REINSPECT	NEW						
	ORDER PICK UP	NEW						
	INSPECTION INSPECTOR	REQUESTED	SCHEDULED	03/22/16	03/22/16	RESULTS PASSED	FEE AMOUNT	.00
	COMPLAINT KEN PRIMARD	03/22/16	03/22/16					.00
	COMPLAINT/VIOLATION TOTALS							

COMPLAINANT KASPER REBECCA B

ANON FL UP CONT DATE CONT TIME RESPONSE

SEVERITY

ACTION TYPE

INSPECTION INSPECTOR COMPLAINT KEN PRIMARD

COMPLAINT/VIOLATION TOTALS

220	36 CUMBERLAND AVE	0	GEORGE M MITSOGLou	0	COMPLY BY	03/18/2016	03/09/2016	03/18/2016
	VIOLATION PARKING	SEVERITY 0	NORTH EMAIL AREA					
	AT 36 CUMBERLAND AVE PARKING ON FRONT LAWN							
	STEPS INITIAL INSPECT	DONE	NOTICE	03/10/16	SCHEDULED	STARTED	COMPLETED	03/09/16
	NOTICE	NEW			03/10/16			
	REINSPECT	DONE						
	APPEARANCE TICK	NEW			03/19/16			03/18/16
	INSPECTION INSPECTOR	REQUESTED	SCHEDULED	03/18/16	03/09/16	RESULTS UNFOUNDED	FEE AMOUNT	.00
	COMPLAINT KEN PRIMARD	03/09/16	03/09/16			PASSED		.00
	COMPLAINT KEN PRIMARD							.00
	COMPLAINT/VIOLATION TOTALS							

COMPLAINANT FISHER CONSTANCE

ANON FL UP CONT DATE CONT TIME RESPONSE

SEVERITY

ACTION TYPE

PROPERTY MAINTENANCE DETERIORATED METER C AND LOAD WIRE (RIGHT HAND METER)

COMPLAINT/VIOLATION TOTALS

222	41 COUCH ST	0	PHONE CALL 0	0	COMPLY BY	COMPLIED	03/10/2016	03/29/2016
	VIOLATION PROPERTY MAINTENANCE	SEVERITY 0	AREA					
	DETERIORATED METER C AND LOAD WIRE (RIGHT HAND METER)							
	STEPS INITIAL INSPECT	DONE	NOTICE VERBAL	03/10/16	SCHEDULED	STARTED	COMPLETED	03/10/16
	INSPECTION	INSPECTION						
	COMPLAINT/VIOLATION TOTALS							



INSPECTION COMPLAINT	INSPECTOR KEN PRIMARD	AREA SOURCE	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
			03/28/16	03/28/16	PASSED	.00
			03/15/16	03/16/16	FAILED	.00
COMPLAINT/VIOLATION TOTALS						
.00						

COMPLAINANT	ANON	FL UP	CONT DATE	CONT TIME	RESPONSE	CREATED
CITY OF PLATTSBURGH PUBLIC WORKS	N	N	03/16/2016			03/17/2016
MATTRESS BEHIND 47 CLINTON ST						03/29/2016

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLETED
PROPERTY MAINTENANCE	0		03/29/2016	03/21/16
MOLD ON CEILING TILES. POSSIBLE ROOF LEAKAGE. NEIGHBOR PROBLEMS AND LANDLORD IS EVICTING HIM.				03/21/16

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE	03/19/16	03/19/16	03/21/16	03/21/16
NOTICE	NOTICE	DONE	03/23/16	03/23/16	03/21/16	03/21/16
FOLLOW UP	INSPECTION	DONE	03/28/16	03/28/16	03/29/16	03/21/16
ORDER REMEDY	NOTICE	NEW	04/20/16	04/20/16		
APPEARANCE TICKE	OTHER	NEW				

INSPECTION COMPLAINT	INSPECTOR KEN PRIMARD	AREA SOURCE	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
			03/29/16	03/22/16	PASSED	.00
			03/18/16	03/21/16	FAILED	.00
COMPLAINT/VIOLATION TOTALS						
.00						

COMPLAINANT	ANON	FL UP	CONT DATE	CONT TIME	RESPONSE
DENNIS P BARCOMB	N	N	03/17/2016	11:55	
TENANT ISSUES WITH					

VIOLATION	SEVERITY	AREA	COMPLY BY	COMPLETED
PROPERTY MAINTENANCE	0		03/11/16	03/11/16
SCOTT WAS CHANGING THE METER WHEN HE FOUND THE METER LUGS BURNT				03/11/16

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE	03/11/16	03/11/16	03/11/16	03/11/16
NOTICE	NOTICE	DONE	03/11/16	03/11/16	03/11/16	03/11/16
FOLLOW UP	INSPECTION	NEW	03/18/16	03/18/16		
ORDER REMEDY	NOTICE	NEW				
APPEARANCE TICKE	OTHER	NEW				

INSPECTION COMPLAINT	INSPECTOR KEN PRIMARD	AREA SOURCE	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
			03/13/16	03/13/16		.00

COMPLAINANT	ANON	FL UP	CONT DATE	CONT TIME	RESPONSE	24 DAYS OPEN
DENNIS P BARCOMB	N	N	03/17/2016	11:55		
TENANT ISSUES WITH						



REPORTING PERIOD: 03/08/16 TO 04/04/16

04/04/2016 14:05
1427dhep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

DEPARTMENT: Building Inspector

REFERENCE LOCATION CASE
COMPLAINT/VIOLATION

AREA SOURCE RESPONSIBLE PARTY SEVERITY

COMMENT

CREATED COMPLETED

COMPLAINT KEN PRIMARD 03/18/16 .00
COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT ANON FL UP CONT DATE CONT TIME RESPONSE
CITY OF PLATTSBURGH - MLD N N 03/11/2016
SCOTT WAS CHANGING METER

243 5285 NO CATHERINE ST 11 PLATTSBURGH LLC 03/22/2016
VIOLATION SEVERITY 0 COMPLY BY COMPLETED
ZONING VIOLATION POSSIBLE INCREASE IN THE DRIVEWAY IN THE FRONT YARD 13 DAYS OPEN

STEPS ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE 03/17/16 03/17/16 03/17/16
NOTICE INSPECTION DONE 03/17/16 03/17/16 03/22/16
FOLLOW UP INSPECTION DONE 03/21/16 03/21/16 03/22/16
ORDER REMEDY NOTICE LETTER 04/21/16
APPEARANCE TICKE OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 03/17/16 03/17/16 03/22/16 PASSED .00
COMPLAINT KEN PRIMARD 03/24/16 03/24/16 PASSED .00
COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT ANON FL UP CONT DATE CONT TIME RESPONSE
MLD N N 03/17/2016
TREES AND SHRUBS BEING REMOVED

248 59 BAILEY AVE LILLY SITU 03/24/2016
VIOLATION SEVERITY 0 COMPLY BY COMPLETED
GARBAGE AT 59 BAILEY OLD MATTRESS & BROKEN WOOD BY FIRE HYDRANT. 03/28/2016

STEPS ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE 03/24/16 03/24/16 03/28/16
NOTICE INSPECTION DONE 03/29/16 03/24/16 03/24/16
REINSPECT INSPECTION DONE 03/28/16 03/28/16 03/28/16
ORDER PICK UP OTHER NEW 03/25/16

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 03/28/16 03/28/16 03/28/16 PASSED .00
COMPLAINT KEN PRIMARD 03/24/16 03/24/16 03/24/16 FAILED .00
COMPLAINT/VIOLATION TOTALS .00



DEPARTMENT: Building Inspector

REFERENCE LOCATION
CASE
COMPLAINT/VIOLATION

AREA SOURCE RESPONSIBLE PARTY SEVERITY
COMMENT

ANON FL UP CONT DATE CONT TIME RESPONSE
N N 03/24/2016

CREATED
COMPLIED

COMPLAINANT
O'CONNELL PAUL J
249 64 SO PLATT ST
LESLIE A BAKER
03/28/2016

VIOLATION PROPERTY MAINTENANCE
AT 64A SOUTH PLATT LOTS OF BLACK MOLD THROUGH OUT THIS APARTMENT. KITCHEN, BATHROOM, BEDROOM. CAN SEE IT. DID CLEAN AND CAM
E BACK. BAKER KNOWS. SICK. HOSPITALIZED 10 DAYS. CC HEALTH DEPT. CALLED HIM AND STATED CAUSED FROM BLACK MOLD.
SEVERITY 0
AREA COMPLY BY COMPLIED
7 DAYS OPEN

STEPS INITIAL INSPECT STATUS NEW ACTION TYPE NOTICE SCHEDULED STARTED COMPLETED
NOTICE NEW INSPECTION 03/30/16
FOLLOW UP NEW INSPECTION LETTER
ORDER REMEDY NEW NOTICE
APPEARANCE TICKE NEW OTHER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINANT KYLE BURDO 03/30/16 03/30/16 .00
COMPLAINANT KYLE BURDO .00
COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT
DERECK FLETCHER
231 69 CLINTON ST
DANIEL J WALDRON
03/16/2016
03/18/2016

VIOLATION PROPERTY MAINTENANCE
MATTRESS BEHIND BUILDING
SEVERITY 0
IN PERSON 0
COMPLY BY COMPLIED
03/18/2016

STEPS INITIAL INSPECT STATUS DONE ACTION TYPE NOTICE SCHEDULED STARTED COMPLETED
NOTICE DONE INSPECTION 03/16/16 03/16/16 03/18/16
FOLLOW UP NEW INSPECTION 03/20/16 03/16/16 03/16/16
ORDER REMEDY NEW NOTICE 03/23/16
APPEARANCE TICKE NEW OTHER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINANT KEN PRIMARD 03/18/16 03/18/16 03/18/16 .00
COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT
CITY OF PLATTSBURGH PUBLIC WORKS
MATTRESSES
ANON FL UP CONT DATE CONT TIME RESPONSE
N N 03/16/2016



DEPARTMENT: Building Inspector

REFERENCE LOCATION CASE
COMPLAINT/VIOLATION

AREA SOURCE RESPONSIBLE PARTY SEVERITY

COMMENT

ACTION TYPE STATUS SCHEDULED STARTED COMPLETED

INSPECTION NEW 03/30/16

NOTICE NEW

INSPECTION NEW

NOTICE NEW LETTER

OTHER NEW

REQUESTED 03/30/16 SCHEDULED 03/30/16 RESULTS FEE AMOUNT .00

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT HICKS LAVERNE R

ANON FL UP CONT DATE CONT TIME RESPONSE

N N 03/28/2016

PHONE CALL 0 RDP REAL ESTATE LLC

SEVERITY 0 COMPLY BY COMPLETED

VIOLATION UNDERWOOD AVE

PROPERTY MAINTENANCE

ROOF LEAKS, SHEETROCK DAMAGED, MOLD ON SHEETROCK AND FLOOR ROTTING UNDER REFRIGERATOR

STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED

INITIAL INSPECT INSPECTION NEW

NOTICE NEW

FOLLOW UP INSPECTION NEW

ORDER REMEDY NOTICE NEW LETTER

APPEARANCE TICKE OTHER NEW

INSPECTION INSPECTOR REQUESTED 04/06/16 SCHEDULED 04/06/16 RESULTS FEE AMOUNT .00

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS .00

04/04/2016

COMPLAINANT KRISTINA M LIEBFRED

ANON FL UP CONT DATE CONT TIME RESPONSE

N N 04/04/2016

THOMAS RILEY 572-0823

SEVERITY 0

VIOLATION US OVAL

PROPERTY MAINTENANCE

AT 70 US OVAL#435, MOLD IN WINDOWS AND WINDOW SILLS. SOMEONE DID COME IN AND PUT IN FANS. THAT DIDN'T WORK. DEHUMIDIFIED D OESN'T WORK. SHE IS SICK, DOG SICK, NEIGHBORS SICK. VERY SICK AFTER CLEANING MOLD. WHAT ARE HER RIGHTS.

03/28/2016

0

MARILYN LARKIN

COMPLY BY COMPLETED

7 DAYS OPEN



DEPARTMENT: Building Inspector

REFERENCE LOCATION
CASE COMPLAINT/VIOLATION

AREA SOURCE RESPONSIBLE PARTY SEVERITY

CREATED
COMPLETED

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		03/30/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW	LETTER			
ORDER REMEDY	NOTICE	NEW				
APPEARANCE TICKE	OTHER	NEW				
INSPECTION INSPECTOR		REQUESTED		RESULTS		FEE AMOUNT
COMPLAINT KYLE BURDO		03/30/16				.00
COMPLAINT KYLE BURDO						.00
COMPLAINT/VIOLATION TOTALS						.00

COMPLAINANT
MARY GILLEN

ANON FL UP CONT DATE CONT TIME RESPONSE
N Y 03/28/2016

253 US OVAL

PHONE CALL 0

03/29/2016

VIOLATION SEVERITY 0
PROPERTY MAINTENANCE
AT 70 US OVAL #433 BLACK MOLD. 1 BEDROOM APT. MOLD IN WINDOWS IN BEDROOMS, SILLS, WOOD CASING. COMING THRU DOOR IN BEDROOM.
LITTLE BIT OF LIVING ROOM. HAPPENS EVERY SPRING. DID CLEAN LAST YEAR. DAUGHTER HAS RESPIRATORY ISSUES. IN ER.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW				
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW	LETTER			
ORDER REMEDY	NOTICE	NEW				
APPEARANCE TICKE	OTHER	NEW				
INSPECTION INSPECTOR		REQUESTED		RESULTS		FEE AMOUNT
COMPLAINT KYLE BURDO		03/31/16				.00
COMPLAINT KYLE BURDO						.00
COMPLAINT/VIOLATION TOTALS						.00

DEPARTMENT TOTALS
COMPLAINT/VIOLATION ACTIVITY 03/08/16-04/04/16:

38 COMPLAINTS/VIOLATIONS
38 CREATED

.00

REPORT TOTALS
COMPLAINT/VIOLATION ACTIVITY 03/08/16-04/04/16:

38 COMPLAINTS/VIOLATIONS
38 CREATED

.00

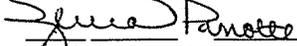
** END OF REPORT - Generated by Denise Nephew **

CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: "Mar16

REVENUE SOURCE	CITY REVENUE	DUE OTHERS	TOTAL
Bingo Licenses (City) 25-2540	0.00		0.00
Bingo Licenses (State) 1-0632	0.00		0.00
Bingo License Fees 3% 25-2540	960.33		960.33
Building Permits 25-2555	0.00		0.00
Circus License 25-2502	0.00		0.00
City Code 12-1255	0.00		0.00
Code Civil Compromise 26-2614	0.00		0.00
Contractor Fees 25-2557	0.00		0.00
Dog Licenses 25-2542	432.50		432.50
State Neuter/Spay surcharge		67.00	67.00
Extract of Records 12-1255	18.25		18.25
Game of Chance Lic. (City) 25-2541	0.00		0.00
Game of Chance Lic. (State) 1-0632	0.00		0.00
Gas Permits 15-1540	0.00		0.00
Going Out of Business Lic 25-2509	0.00		0.00
Hauler's Licenses 25-2505	260.00		260.00
Housing Code 21-2110	0.00		0.00
Impound Fees 15-1550	200.00		200.00
Interest Temp 1124-2401	1.89		1.89
Jeweler's Licenses 25-2503	0.00		0.00
Marriage Licenses 25-2545	210.00	270.00	480.00
Notary Fees 12-1255	0.00		0.00
Peddler/Vendor Licenses 25-2503	245.00		245.00
Returned Check Charges 12-1255	0.00		0.00
Sign Permits 25-2590	0.00		0.00
Specifications T-30		15.00	15.00
Special Use Permits 21-2110	0.00		0.00
Subdivision Fee 21-2110	50.00		50.00
Subdivision Ordinance 12-1255	0.00		0.00
Taxi Operator's Licenses 25-2507	450.00		450.00
Taxi Vehicle Licenses 25-2504	160.00		160.00
Tree/Stump Removal License 25-2508	180.00		180.00
Vital Statistics 16-1603	5824.00		5824.00
Zoning Ordinances 21-2110	0.00		0.00
Zoning Variances 21-2110	0.00		0.00
OTHER REVENUE			
Riverwalk 1127-2753	755.00		755.00
Auditorium 1127-2752	100.00		100.00
Centennial Plaques 1127-2705	0.00		0.00
Lake Champlain Memorial 1127-	0.00		0.00
RECOVERED FUNDS			
Telephone 1-1410000-4414	0.00		0.00
Postage 1-1410000-4470	0.49		0.49
Print & Copy 1-1410000-4431	0.00		0.00
DISBURSEMENTS:	\$9,847.46	\$352.00	\$10,199.46
N.Y.S. Dept of Health \$270.00	Check No 1396		
N.Y.S. Dept of Ag & Mkts \$67.00	Check No 1397		
	Total Paid Others:		\$337.00
ADJUSTMENT: None			\$0.00
Chamberlain (Spec. Deposits) \$15.00	Check No 1398		
Chamberlain (Net Revenues) \$9,847.46	Check No 1399		
	Amount Due City Chamberlain:		\$9,862.46
			\$10,199.46

Dated at Plattsburgh, New York


Sylvia Parrotte,
City Clerk

06-Apr-16



Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

DESMOND J. RAGICOT
Chief of Police

April 5, 2016

Mayor James E. Calnon
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for March 2016.

Respectfully Submitted,

Chief Desmond J. Racicot
Plattsburgh Police Department

HLS

PARKING VIOLATIONS BUREAU

Monthly Report for March 2016

	<u>Mar 2016</u>	<u>Mar 2015</u>
TICKETS ISSUED:	295	277
TICKETS COLLECTED:	295	213
REVENUE FOR MONTH:	\$7,366.00	\$5,408.25

YEAR TO DATE TOTALS:

	<u>Feb 2016</u>	<u>Feb 2015</u>
TICKETS ISSUED:	892	574
TICKETS COLLECTED:	808	545
REVENUE:	\$20,395.25	\$18,451.75

COMPARISON: Parking tickets issued for Mar. 2016: Up 18
 Parking tickets collected for Mar. 2016: Up 82
 Revenue for Mar. 2016: Up \$1,957.75
 Amount Dismissed: \$2,244.25

Breakdown for December

CITY OF PLATTSBURGH PARKING TICKET SYSTEM

3/31/2016

SUMMARY OF PARKING TICKETS - BY OFFICER

VL --DESCRIPTION--	MANUAL-MTD	MANUAL-YTD	HH-MTD	HH-YTD	-VALUE-MTD-	-VALUE-YTD-
1 HANDICAP	0	7	6	24	498	2622
2 NO PARKING	0	9	64	186	1077.75	3721
3 OVERTIME 10 MIN	0	1	17	42	316.5	984
4 OVERTIME 30 MIN	0	0	11	59	216	1241.25
5 OVERTIME 2 HRS	0	0	26	190	455.25	4369.5
6 NO STAND/STOP	0	0	0	0	0	0
7 FIRE HYDRANT	0	0	30	44	1593	2456
8 FIRE LANE	0	0	0	0	0	0
10 BLOCKING SIDEWALK	0	1	9	20	140.25	373.5
11 LEFT WHEEL CURB	0	0	0	0	0	0
12 BLOCKING XWALK	0	1	1	4	15	75
13 BLOCK DRIVEWAY	0	1	5	5	75	90
14 LOADING ZONE	0	0	0	0	0	0
15 DOUBLE PARK	0	0	0	0	0	0
16 TOO CLOSE INTERSE	0	0	0	0	0	0
18 OBST. LANE	0	0	1	1	46	46
19 TAXI ONLY	0	3	9	15	172.5	340.5
20 BUS STOP	0	0	0	0	0	0
22 WRONG WAY	0	0	0	0	0	0
23 EMPLOYEE PERMIT	0	0	0	0	0	0
24 PARKING BAN	0	0	0	0	0	0
25 UNINSPECTED	0	9	13	47	503	2940
26 OVERTIME PARKING	0	0	0	12	0	210.75
27 OVERTIME 4 HOUR	0	0	0	0	0	0
40 UNREGISTERED	0	0	1	2	50	101.5
41 DOUBLE PARK	0	0	0	0	0	0

42 NO PARKING	0	0	0	0	0	0.00	0.00
43 NO STANDING	0	0	0	0	0	0.00	0.00
44 SIDEWALK	0	1	0	0	1	0.00	30.00
45 INTERSECTION	0	0	0	0	0	0.00	0.00
46 CROSSWALK	0	0	0	0	1	0.00	15.00
47 ZONE/CURB	0	0	1	1	2	35.00	70.00
52 HIGHWAY	0	0	0	0	0	0.00	0.00
53 RDW/ROW	0	0	0	0	0	0.00	0.00
54	0	0	0	0	0	0.00	0.00
55 TAXI ZONE	0	1	16	26	26	300.75	501.75
56 BUS ZONE	0	0	0	0	0	0.00	0.00
57 CROSSWALK 20'	0	0	0	2	2	0.00	72.75
60 OBST. SIDEWALK	0	0	3	3	3	57.75	57.75
62 FIRE HYDRANT	0	0	1	1	1	15.00	15.00
63 UNLAWMOV	0	0	0	0	0	0.00	0.00
64 WWY2WAY	0	0	26	49	49	426.00	874.00
65 WWY1WAY	0	0	0	0	0	0.00	0.00
67 ANGLE	0	0	0	0	0	0.00	0.00
68 OVERLINE	0	0	2	10	10	30.00	165.00
69 OVERTIME 10 MIN	0	0	0	1	1	0.00	15.00
70 OVERTIME 30 MIN	0	0	4	5	5	60.00	75.00
71 OVERTIME 1 HR	0	0	1	10	10	30.00	273.75
72 OVERTIME 2 HR	0	0	2	9	9	30.00	135.00
73 OVERTIME 4 HR	0	0	0	0	0	0.00	0.00
78 TIME LOADING	0	0	0	0	0	0.00	0.00
79 EMERGENCY	0	0	0	0	0	0.00	0.00
80 FIRELANE	0	0	0	0	0	0.00	0.00
81 HANDICAP	0	0	0	0	0	0.00	0.00
82 TRAILER	0	0	0	0	0	0.00	0.00
86 SNOW BAN	0	0	0	0	0	0.00	0.00
87 LIM SNOW BAN	0	0	28	31	31	1,197.50	1,551.50
88 UNINSPECTED	0	0	0	0	0	0.00	0.00
89 UNREG MV	0	0	0	0	0	0.00	0.00
90 NO PARKING EVEN	0	0	0	0	0	0.00	0.00

91 NO PARKING ODD	0	0	3	3	45.00	45.00
92 NO PARK 7AM-5PM	0	0	0	0	0.00	0.00
95 20' INTERSECTION	0	0	0	0	0.00	0.00
98 12" CURB	0	0	2	5	30.00	129.00
99 12"CURB 1 WAY	0	0	1	3	15.00	51.00
101 FACING WRONG2W	0	0	0	0	0.00	0.00
105 EXCEEDED 72HRS	0	0	0	0	0.00	0.00
107 SNOW 12:01-6 AM	0	0	2	2	70.00	70.00
108 SNOW CPL 2AM-6AM	0	0	0	0	0.00	0.00
110 EXCEEDED 90 MIN	0	0	0	1	0.00	15.00
111 FRONT YARD	0	0	0	1	0.00	50.00
Other	0	0	10	42	0.00	0.00
TOTALS:	0	34	295	859	7,500.25	23,783.00

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH = 254
TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR = 254

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 16.93%
PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS = 83.0%

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 16.93%
PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 83.0%

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 3.81%
PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 96.19%

Local Law No. P-5 of the year 2016.

Introduced by Mayor Calnon at a regular meeting of the Common Council held on March 23, 2016

At a regular meeting of the Common Council on _____

By Councilor _____; Seconded by Councilor _____

Roll Call:

Absent:

A local law adding Article VI entitled “Outdoor Cafes and Merchandise Displays on Public Streets and Sidewalks” to Chapter 233 “Streets and Sidewalks” the City Code of the City of Plattsburgh.

Be it enacted by the Common Council of the City of Plattsburgh as follows:

Article VI of Chapter 233 of the City Code of the City of Plattsburgh will be entitled “Outdoor Cafes and Merchandise Displays on Public Streets and Sidewalks” and will read as follows:

- § 233-38 Purpose
- § 233-39 Definitions
- § 233-40 Commercial Use of Public Streets and Sidewalks Restricted
- § 233-41 Permit Required and Where Permissible
- § 233-42 Permit Application Procedure
- § 233- 43 Permit Term
- § 233- 44 General Permit Regulations
- § 233-45 Revocation or Denial of Permit
- § 233-46 Temporary Suspension of Permit
- § 233-47 Permit and Use Fees
- § 233-48 Display of Permit
- § 233-49 Sale and Consumption of Alcoholic Beverages
- § 233-50 Penalties for Offense
- § 233- 51 Effective Date

§ 233-38 Purpose

Sidewalk cafes and merchandise displays on the public streets and sidewalks may promote the public interest by contributing to an active and attractive pedestrian environment. The purpose of accommodating sidewalk dining and sales is to add activity, attract pedestrians, extend their

visits and enhance overall community quality of life. Reasonable regulation of street and sidewalk cafes and merchandise displays is necessary to protect the public health, safety, and welfare, including the maintenance of pedestrian access. The intent of this article is to set forth the conditions and requirements under which a sidewalk café and sidewalk merchandise display, as defined, may operate by permit on a public sidewalk and street within the City of Plattsburgh.

§ 233-39 Definitions

Sidewalk Café: Any portion of public sidewalks or streets in the downtown area in which tables, chairs, and associated exterior property are placed for the sole purpose of patrons consuming food and/or beverages (alcoholic or non-alcoholic) beverages served by a food establishment adjacent to the public sidewalk property.

Clear Path of Travel: Measured from the outside edge of the sidewalk café fencing, fence post base or other sidewalk café related obstruction (that limits pedestrian passage) to the planter/furniture zone where one exists or else to the curb zone. Clear path of travel must fall entirely within the pedestrian zone as defined below. Measurements must be clearly identified on the café permit application site plan.

Curb Zone: The first 6-inches of the sidewalk corridor immediately adjacent to the roadway.

Frontage Zone: The area between the pedestrian zone and the private property line. A standard frontage zone shall be at least 12-inches wide.

Pedestrian Zone: The area of the sidewalk corridor that is specifically reserved for pedestrian travel. It should be completely free of obstacles, protruding objects, and vertical obstructions which can be hazardous to pedestrians, particularly for individuals with vision impairments who may not be able to detect or avoid the hazard. A standard pedestrian zone should be at least 60-inches wide

Planter / Furniture Zone: Lies between the curb zone and pedestrian zones and is intended to house utilities, such as traffic poles and fire hydrants, trees, plants and pedestrian amenities, such as benches and bus shelters.

Public Right-of-Way: means any public street, alley, roadway, sidewalk, walkway, highway, bicycle lane right-of-way, or public way designed for vehicular, bicycle, or pedestrian travel that is dedicated to public use and/or publicly owned.

Sidewalk Café Permit : means a permit issued by the City Building Inspector for operation of a sidewalk cafe which meets all of the requirements of this section and all other applicable laws

and ordinances of the city and all state and federal laws.

Merchandise Display Permits: means a permit issued by the City Building Inspector for the temporary placement of merchandise on public sidewalk property by a commercial retail store adjacent to the public sidewalk property.

§ 233-40 Commercial Use of Public Streets and Sidewalks Restricted

Use of public streets and sidewalks for any commercial purpose, including sidewalk cafes and merchandise displays, shall be unlawful except as specifically provided herein or as specifically authorized by this article.

§ 233-41 Permit Required and Where Permissible

(A) It shall be unlawful to sell, or offer for sale, any food, beverage, merchandise, or service on any street, sidewalk, alley, City parking lot or other thoroughfare or public right-of-way without first obtaining the applicable sidewalk café permit or merchandise display permit.

(B) A sidewalk cafe shall be permitted only in zoning districts which allow indoor restaurants, or other indoor business selling food for consumption on the premises, and then only if the sidewalk cafe is contiguous to an indoor restaurant, or other indoor business selling food for consumption on the premises, and the cafe's operation is incidental to and a part of the operation of such contiguous indoor restaurant, or other indoor business selling food for consumption on the premises. A sidewalk cafe shall be located on the public sidewalk or public street right of way immediately contiguous to and abutting the indoor restaurant, or other indoor business selling food for consumption on the premises, which operates the cafe, provided that the area in which the sidewalk cafe is located extends no farther along the sidewalk's length than the actual sidewalk frontage of the operating indoor restaurant, or other indoor business selling food for consumption on the premises, and all other applicable provisions of this article are fulfilled.

(C) A merchandise display permit shall be permitted only in zoning districts which allow for the retail sale of goods on the premises and then only if the merchandise display is contiguous to an indoor retail store and the merchandise display is incidental to and part of the operation of such contiguous indoor store. A merchandise display shall be located on the public sidewalk immediately contiguous to and abutting the retail store, provided that the display extends no farther along the sidewalk's length than the actual sidewalk frontage of the retail store, and all other applicable provisions of this article are fulfilled.

(D) No signs shall be hung or attached to the sidewalk café or merchandise display unless a sign permit has been issued by the City Building Inspector pursuant to the Cite Code.

§ 233-42 Permit Application Procedure

Applications for a sidewalk café permit and a merchandise display permit will be available in the City Building Inspector’s Office. Applications shall be made on forms as approved by the Common Council by resolution. Necessary information shall include, but not be limited to: application forms, site plan details, pedestrian zone maintenance, insurance requirements, and proof of food and beverage licenses and permits. All permit and use fees will be established per section 233-47. The City Building Inspector may impose any other restriction on the location, size or design of the sidewalk cafe or merchandise display that, in their sole judgment, protects the accessibility, health, safety and welfare of the public.

§ 233- 43 Permit Term

A sidewalk café permit and a merchandise display permit shall have a one year term from the date of issuance unless suspended or revoked pursuant to this article.

§ 233-44 General Permit Regulations

A sidewalk cafe and merchandise display permitted, authorized and operated pursuant to this article shall:

- A. Comply with all plans submitted to and permits approved by the City Building Inspector.
- B. Serve no alcoholic beverages on or at any sidewalk cafe after 12:00 a.m. or before 8:00 a.m. All service of any kind whatsoever shall cease at 12:00 a.m. and not begin until 8:00 a.m.
- C. Ensure that by no later than 12:30 a.m. all patrons must be vacated from the sidewalk cafe and by no later than the closing of the establishment all furniture, utensils, containers or any other materials used in the operation of the sidewalk cafe or within the area used by the sidewalk cafe shall be removed from the sidewalk cafe area, provided that any railing, flooring or other support or enclosure used in the assembly, operation or enclosure of the sidewalk cafe may be allowed to remain on the sidewalk area if specifically permitted in the Building Inspector’s approval of the sidewalk cafe plans.
- D. Remove all sidewalk cafe structures by October 31 and not install prior to April 1 in any year for which a permit is granted.
- E. Not allow music, from whatever source (acoustical, electric or other), to be played on the premises outdoors between the hours of 12:00 midnight and 8:00 a.m.
- F. Not allow advertisements, signs, neon signs, decorations or displays to be placed in, on, or about the sidewalk café premises without the prior written approval of the Code Enforcement Officer.
- G. Not allow encroachment on the public sidewalk beyond the authorized sidewalk café premises or merchandise display into the public right-of-way.
- H. At all times, keep or cause to be kept the sidewalk café or merchandise display free of litter, trash, obscene material, paper and other waste including during special events held by other organizations.
- I. At the termination of the permit, return the sidewalk café or merchandise display premises to the City in as good condition as at the commencement of the term hereof, usual wear and tear, acts of God, or unavoidable accidents excepted.

- J. Be located and permitted only where the sidewalk is wide enough to adequately accommodate a pedestrian zone in the area and the operation of the proposed sidewalk café or merchandise display.
- K. Comply with all other provisions of the Code of the City of Plattsburgh, state and federal regulations, including the Americans with Disabilities Act.

§ 233-45 Revocation or Denial of Permit

- A. Upon a finding by the City Building Inspector that an application for a permit is unable to comply with the requirements as set forth in the permit application, the City Building Inspector shall deny said permit.
- B. Upon a finding that an applicant has violated any provisions of this article, the City Building Inspector shall give notice of violation by personal delivery of written notice to the permit holder or their authorized agent or officer, or by first class mail addressed to the permit holder at the premises address set forth in the permit application. Said notice shall require the applicant to correct said operational violations within 24 hours of receipt of said notice by the City Building Inspector. Upon failure to correct said operational violation within 24 hours, the City Building Inspector may revoke the applicant's sidewalk cafe permit or merchandise display permit issued pursuant to this article. The City Building Inspector shall, in his or her sole judgment, give the violator reasonable time to repair any structure damage or physical violation of any provision of this article. If revoked for a violation, the permit holder will not be entitled to a refund of any permit or use fees. Any appeal of the City Building Inspector's revocation or denial of a permit issued under this article may be brought to the City of Plattsburgh Zoning Board of Appeals pursuant to the City Code.
- C. Any sidewalk café permit or merchandise display permit which allows commercial operations on the public right-of-way may be terminated at the will of the City without cause on 7 days' notice to the permit holder. If the permit is terminated without cause, the City will refund to the permit holder a prorated portion of the permit and/or use fee for the unexpired term of the permit. The City may give notice of termination by personal delivery of written notice to the permit holder or their authorized agent or officer, or by first class mail addressed to the permit holder at the premises' address set forth in the permit application.

§ 233-46 Temporary Suspension of Permit

A permit may be temporarily suspended, if it is determined by the Chief of Police or Fire Chief and/or their designees that, by reason of disaster, public calamity, riot, or other emergency, the public safety requires such suspension. A temporary suspension may also be issued by the Mayor

due to a special event or celebration on the public right-of-way. Written notice of the temporary suspension shall be provided, where practical, to the permit holder.

§ 233-47 Permit and Use Fees

A fee for the permit and use of the public right-of-way shall be charged based upon the direct and indirect costs of administration, inspection, and enforcement as set by resolution of the Common Council.

§ 233-48 Display of Permit

All permits shall be displayed at all times during the operation of the sidewalk café or merchandise display business.

§ 233-49 Sale and Consumption of Alcoholic Beverages

The area encompassed within a sidewalk cafe authorized pursuant to this article shall be considered duly licensed for sale and consumption of alcoholic beverages and shall not be subject to Chapter 129, Alcoholic Beverages, of the Code of the City of Plattsburgh.

§ 233-50 Penalties for Offense

- A. Any person who violates any of the provisions of this article shall, upon conviction thereof, be subject to a fine not exceeding \$250. Each day that such violation continues shall constitute a separate violation. In addition, the Building Inspector may cause any sidewalk cafe existing in violation of this article to be removed without notice. A fee of \$200 shall be charged to the licensee for the cost of such removal. The Department of Public Works may store the removed sidewalk cafe structure for a period of 30 days; and if unclaimed, the structure may be destroyed, sold or discarded.
- B. Any person who fails to remove a sidewalk cafe structure by October 31, or who receives two written notices from the Building Inspector's Office for a general permit violation as provided for in § 233-43, shall not be eligible for a sidewalk cafe or merchandise display permit in any following year.

§ 233- 51 Effective Date

This Local Law shall take effect immediately upon approval by the Mayor and filing with the New York Secretary of State.

**CITY OF PLATTSBURGH
CONTRACT AGREEMENT
FOR NUISANCE ANIMAL CONTROL**

This Agreement made and entered into the ___ day of _____, 2016, by and between THE CITY OF PLATTSBURGH, New York, a municipal corporation with offices at City Hall, 41 City Hall Place, Plattsburgh, New York, hereinafter referred to as the "CITY" and James R. Burgess, an individual doing business as Nuisance Wildlife Control, at PO Box 426, Saranac Lake, New York 12983, hereinafter referred to as the "Contractor".

WITNESSETH, that the Contractor and the CITY for the considerations stated herein mutually agree as follows:

Article 1. STATEMENT OF WORK

The Contractor is JAMES R BURGESS. This contract may not be assigned to another person without the City's written consent.

The contractor shall furnish all transportation, services, equipment and supplies necessary to perform the work. The work is described in exhibit A.

The contractor shall also provide the following insurances, licenses and certifications.

1. General Liability Insurance with the CITY as Names Insured for no less than \$1 million Dollars.
2. Proof of Workers Compensation Insurance Coverage for all employees, (if any).
3. For all vehicles used in the performance of the work, proof of automobile liability insurance coverage with limits of not less that 500,000/1,000,000.
4. A valid Nuisance Wildlife Control Officer license issued by the NYDEC.

Article 2. THE CONTRACT PRICE

The CITY will pay the Contractor a lump sum price of Twenty Five Thousand Dollars (\$18,000.00) for the performance of the work during the year 2016. The contract price will be paid in monthly installments at the end of each month. Payment vouchers shall be submitted to the Police Department for approval and transmitted by the Police Department to the Chamberlain for payment.

Article 3. THE CONTRACT TERM

This contract shall commence on the ____ day of April 2016, and terminate on 31st day of December, 2016.

Article 4. STATUTORY COMPLIANCE

The Contractor shall comply with all applicable laws in the performance of the services, including the New York State Agriculture & Markets Law and City Code.

Article 5. TERMINATION

This contract may be terminated by either party on 30 days written notice to the other. If during the term of this contract, the Contractor fails to respond to three calls for service without just cause, the CITY may terminate the contract on 24 hours notice to the Contractor. The parties agree that if either of them has any concerns about the scope or manner of performing the services they will meet, discuss and attempt to resolve their concerns.

Article 6. JURISDICTION; WAIVER OF JURY TRIAL

Any action or legal proceeding arising out of this Agreement shall be heard in a court of competent jurisdiction in Clinton County, New York. Both parties waive the right to a trial by jury of any claim arising out of this contract.

Article 7. CONTRACTOR STATUS

The Contractor represents to the CITY that he is engaged in the business of animal control; that he has other clients for whom he provides such services; that he has and will supply all tools, equipment and supplies necessary to perform the work; that he is an independent contractor and the compensation paid to him will not be subject to tax or other withholding. The CITY acknowledges and agrees that the CITY will have no control or supervision over the means or methods the Contractor uses to perform the work except to insure that the Contractor is in compliance of the law.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hand and seals and have executed this Agreement the day and year first above written.

ATTEST:

JAMES R. BURGESS
(CONTRACTOR)

CITY OF PLATTSBURGH
(OWNER)

By: _____

By: _____

Title: _____

Title: _____

Street: _____

Street: _____

City: _____

City: _____

ATTACHMENT: EXHIBIT A; SCOPE OF SERVICES

EXHIBIT A; SCOPE OF SERVICES

The Contractor shall provide the following services to the City of Plattsburgh and perform such incidental tasks as are necessary to accomplish the work.

- 1) Assisting the City of Plattsburgh Police Department by conducting investigations related to dogs running at large, habitually barking, causing damage, chasing or harassing a person, biting or causing physical injury to a person, being unlicensed, or whose owner fails to remove feces;
- 2) Assisting the City of Plattsburgh Police Department by apprehending and transporting dogs to a designated shelter;
- 3) Assisting the City of Plattsburgh Police Department with investigations related to any complaint alleging a vicious or dangerous dog;
- 4) Investigating and responding to nuisance wildlife complaints concerning nuisance species listed by NYDEC, such as skunks, wood chucks and raccoons. Nuisance wildlife, when possible, shall be trapped with a "have a heart" trap and relocated, but all means of capture and disposal shall comply with DEC laws and regulations.
- 5) Humane euthanization of severely injured animals and disposal of their carcasses according to the New York State Health Department rules and guidelines.
- 6) The Contractor shall endeavor to respond to calls concerning sick or injured animals within 20 minutes.
- 7) Where a domesticated or wild animal does not appear to have sustained a life threatening injury, the Contractor shall: a) in the case of a domestic animal, contact the Police Department for authorization to obtain treatment at a veterinarian; b) in the case of a wild animal, transport the sick, injured or orphaned animal to a wild life rehabilitation center.
- 8) The Contractor shall not be responsible for paying the cost of animal shelter or veterinarian services; such costs to be invoiced and paid by the City of Plattsburgh.
- 9) The Contractor shall submit monthly reports in a form provided by the Police Department which will include information about complaints received, animals captured, euthanized, impounded, or transported for veterinary care.
- 10) Participation in court proceedings.



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

DATE: April 1, 2016
MEMO TO: Mayor Calnon
FROM: Richard Marks
RE: DPW to Animal Control Officer – Budget Transfer

It is being requested to adjust the 2016 General Fund Budget as follows:

Decrease: Appropriation: Snow & Ice – SC Mat/Supplies 1-5142000-4310 \$18,000.00

Increase: Appropriation: Animal Control – Fees for Services 1-3510000-4440 \$18000.00

This request provides for a transfer within the 2016 General Fund Budget for the unbudgeted costs for the fees for services to provide for animal control calls from City residents. The transfer of \$18,000.00 for the estimated cost is being made from the Snow & Ice Street Construction Materials & Supplies segment of the 2016 General Fund Budget, requiring no change to the total General Fund Budget for 2016.

Thank you for your attention to this request.

Cc: Carole Garcia
Heather Silver
Chief Racicot
Mike Brodi
Mike Bessette

Seth Silver
40 Trafalgar Drive
Plattsburgh NY 12901
silverss@charter.net
(518) 566-7130
03/30/2016

Mayor Jim Calnon
City Hall Place
Plattsburgh, NY 12901

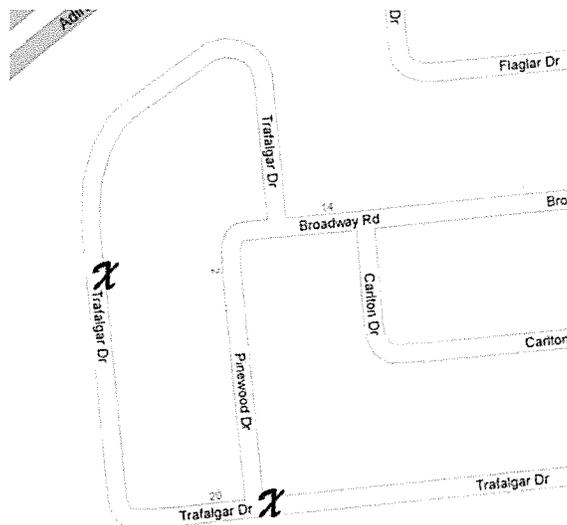
Mayor Calnon,

I am writing to request permission from the City of Plattsburgh to close down part of Trafalgar Drive on June 4th 2016, from 11 AM to 7 PM. The purpose of this would be to have a safe area to host a block party. Currently, over 20 families have expressed an interest in attending what will now be our seventh annual block party.

The area marked off would inconvenience a total of 12 homes for the time mentioned above. The area would be from the intersection of Trafalgar Drive and Pinewood St to the area near #40 Trafalgar Drive. I will personally notify all of these homeowners of this. Access will be limited but the street will still be passable for residents and emergency vehicles. I will also ensure that appropriate City Departments will be notified.

Thank You,

Seth Silver





MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

April 5, 2016

To: Mayor Jim Calnon

From: Bill Treacy, Manager

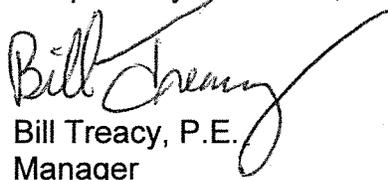
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

**PMLD BID # 2016-5-1
PROTECTIVE RELAY SYSTEM TESTING
BID OPENING DATE: MAY 19, 2016 at 1 PM**

We propose that this bid be received under PMLD Bid No. 2016-5-1, prior to 1:00 PM, 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: Councilor Kelly, PMLD Liaison
Sylvia Parrotte, City Clerk
Kelly Clookey, Finance Director
Bid 2016-5-1 File



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

April 05, 2016

Mayor James Calnon
and
Members of the Common Council
41 City Hall Place
Plattsburgh, N.Y. 12901

**REF: Recommendation of Award for
"Painted Pavement Markings"
Contract #2016-02**

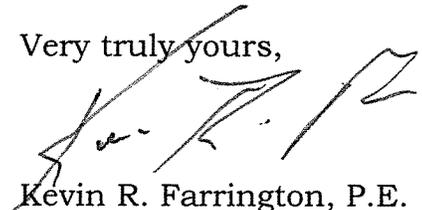
Dear Mayor Calnon & Councilors:

We received and opened bids on Tuesday, April 05, 2015, for Contract# 2016-02, "Painted Pavement Markings". A bid tabulation is attached for reference.

I have reviewed the bid and find it conforms to the specified requirements. Therefore, I recommend that a contract be awarded to, **"Straight Line Industries, Inc., 5 Arrowhead Lane, Cahoes, NY 12047**, for the Unit Bid price of \$74,950.00.

Sufficient funding is available from the Public Works Contracted Services Budget.

Very truly yours,



Kevin R. Farrington, P.E.
City Engineer

/jh

Attach.(1)

CC: City Clerk
City Chamberlain
Mike Brodi, Supt. Public Works

CITY OF PLATTSBURGH

BID TITLE: Painted Pavement Markings BID OPENING DATE: Tues 4/5/16

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
Straight Line Jada E. Arrowhead Ln Columbia	\$ 74,950.00	✓	Bid Bond
Mount Stone Inc. 2275 W. Clayson rd. Wickham Park Ny 14122	\$ 78,200.00	✓	Bid Bond
Hi-Way Safety Systems 9 Rockview Way, Rockland MA 02370	78,100.00	✓	Bid Bond

4/5/16 10:30 AM SP



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

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor James Calnon

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

RE: Unpaid Final Bill Account Write-off

DATE: April 1, 2016

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 from *January 1, 2015 to January 31, 2015*. The amount of the write-off will be \$4,173.78. The percentage of write-offs for this period is .18%.

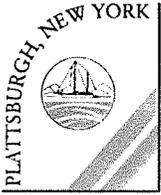
Sales for this time period were \$2,292,589.95.

This write-off of unpaid bills represents 22 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 3 customers
\$50.01 to \$100.00 – 4 customers
\$100.01 to \$150.00 – 3 customers
\$150.01 to \$200.00 – 2 customers
\$200.01 to \$250.00 – 2 customers
\$250.01 to \$300.00 – 3 customers
\$300.01 to \$350.00 – 4 customers
\$516.13 – 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



Plattsburgh, New York

David M. Powell
Chief Plant Operator

Water Pollution Control Plant
53 Green Street
Plattsburgh, New York 12901
518-563-7172
Fax: 518-566-8540

March 31, 2016

Mayor James Calnon and
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

RE: ERIC BERTRAND

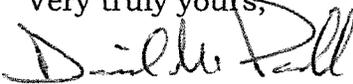
Dear Mayor Calnon and Councilors:

It is requested that authorization be given for Eric Bertrand, a Wastewater Treatment Plant Operator Trainee, to attend a certification class that is required in order to obtain his 3A operator's license. There is one remaining class that he needs to take to be eligible for a 3A certification. The total estimated cost for Eric to take the class is \$1180.00. The itemized costs are detailed on the attached form.

With all of the prerequisite classes completed and passed, the 3A certification exam can be taken. Upon passing this exam, a 3A operator's license is awarded, thus replacing the current 2A license he has. Once licensed with a 3A license, we will have more flexibility in how we can use Eric to staff the plant.

It is respectfully requested that travel and training be authorized for Eric to attend the Grade 3 Supervision and Technical Operations course, being given at SUNY Morrisville, NY, June 26th through July 1st, 2016, at an estimated cost of \$1180.00. There are sufficient funds available in the WPCP budget under the training/education line item.

Should you have any further questions, please feel free to contact me. Thank You.

Very truly yours,


David M. Powell

DMP:pl
Cc:Eric Bertrand w/attachment
Jon Ruff w/attachment

TRAVEL REQUEST AND AUTHORIZATION – CITY OF PLATTSBURGH

TO: DEPARTMENT LIASON COUNCILOR

Permission is hereby requested for Eric Bertrand
Employee Name

Of Water Pollution Control Plant to travel to Morrisville, NY
Department Location

For Grade 3 Supervision and Technical Operations Course
Conference/Seminar Name

On June 26- July 1, 2016 Approx. 48 hours
Dates, including travel days Hours, including travel days

Please attach program or other literature, and back-up for estimated costs.

ESTIMATED COSTS:	Mileage	<u>Approx. 555 miles/ \$300.00</u>
	Hotel	<u>\$325.00 (\$65.00 nightly)</u>
	Meals	<u>\$280.50 (two dates prorated)</u>
	Registration	<u>\$575.00</u>
Personnel Cost (Replacement, overtime and dedicated time of attending personnel)		<u>n/a</u>
	TOTAL	<u>\$1180.50</u>

Please indicate department budget code from which this trip will be expended:
Water Pollution Control Plant

Date: _____ Department Head _____

AUTHORIZATION:

Pursuant to the authority granted me under The City of Plattsburgh Common Council Resolution dated _____, I do hereby authorize the above travel as requested.

Date: _____
Councilor Department Liaison

Mayor

NOTE: This authorization and supporting receipts must be attached to the travel voucher claiming reimbursement for expenses (C.C. Resolution, Feb. 1989).

the Lincklaen House

Wednesday, March 30, 2016

Eric Bertrand
City of Plattsburgh, Waste & Water Treatment (Direct Bill)
53 Green St

Plattsburgh, NY 12901 USA

Dear Eric :

Please carefully review the following information regarding your reservation for Sunday, June 26, 2016.
Your Confirmation Number is: 1121545A849.

As we discussed, the details for your reservation are as follows:

Arrival Date:	Sunday, June 26, 2016
Departure Date:	Friday, July 01, 2016
# of Nights:	5
# of Guests:	1
Quoted Price:	\$325.00
Taxes:	\$0.00
Total with Tax:	\$325.00
Less Deposit:	\$0.00
Balance Due:	\$325.00

Check in time on 6/26/2016 is anytime after 4PM. Check out time on 7/1/2016 is by 11AM.

Our complimentary continental breakfast is included with your stay. We do enforce a **ONE WEEK CANCELLATION POLICY**. If you should need to cancel your reservation, we ask that you do so one week prior to your arrival date. Please note the Lincklaen House is a **NON-SMOKING** facility. If you have any additional questions, don't hesitate to contact us at 315-655-3461 and we'll assist in any way that we can. We look forward to seeing you soon!

Regards,

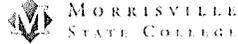
The staff at The Lincklaen House

Rec 3/22
8516
pa 3/23 -

ETC



Environmental Training Center



Register for Wastewater Treatment Courses

Thank You For Your Registration

Thank you for registering with the ETC. Your order has been accepted and will be processed within the next 5 business days. If you submitted an email address, you will receive a confirmation email which will serve as your receipt. Otherwise, please print this page and retain it for your records.

If you chose to pay by credit card, your order is complete. If you chose to pay by PO, voucher, or check, you must send payment to:

Morrisville State College
Environmental Training Center
Crawford Hall
Morrisville, NY 13408

Order Info:

Thank you for registering for an ETC course.
Your registration was successfully submitted on 3/22/2016

Registration Details:

You registered for the following courses:

Grade 3 Supervision and Technical Operations on Jun 27 - Jul 1, 2016 :: \$575.00

*Sunday night 26th - Friday
July 1st*

Your Personal Details:

bertrand, eric p
Your DOB: 01/29/1980
Your Employer: city of plattsburgh

5 nights.

Other Information:

Your Address: 29 hamilton street
Your City: plattsburgh
Your State: NY
Your Zipcode: 12901

Work Address: 53 green street
Work City: plattsburgh
Work State: NY
Work Zipcode: 12901

Contact Information:

Email: bertrande@cityofplattsburgh-ny.gov
Your Phone: 315-657-8320
Work Phone: 518-563-7172
Fax:

Payment Information:

Total Payment: \$575.00
Payment Type: povoucher

Mail Payment To:

Morrisville State College
Environmental Training Center
Crawford Hall
Morrisville, NY 13408

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 4/8/2016

City:	Payee	Description	Amount
	Municipal Lighting Department	2015 City charges for MLD personnel (payroll & benefits) and vehicle cost	65,153.54
	HM Life Insurance Co. of NY	Stop loss insurance payment - all departments - April 2016	54,796.55
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	35,529.25
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	14,648.79
	Blue Shield of Northeastern NY	Group fee for administration for April 2016 - all departments	12,210.13
	Fleet Services (Exxon-Mobile)	Fuel for City vehicles all departments - March 2016 usage	6,066.96
	Oval Development LLC	24 US Oval City Court Bldg. - share of exterior maint/upkeep - Muni Bldgs. - Mar 2016	4,342.13
	Hanes Supply Inc.	150 traffic cones and 12 barrels - DPW - March 2016	2,644.50
	Westaff	Temporary Typist for permanent clerical absences - Finance - March 2016	1,829.44
	Off the Field Sports	Shirts for indoor soccer - Rec Complex - Jan-March 2016	1,610.65
	Green Mountain Elec Supply, Inc.	Various electrical parts for pump stations - WPCP - March 2016	1,427.84
	Platinum Plus for Business	City credit cards - office supplies & equipment, travel and conferences -Feb/Mar 2016	1,314.48
	AES Northeast, PLLC	Prof. services study/design/construction documents for CAPS roof - WPCP - Dec 2015	1,292.12
	Hill & Markes Inc.	Bathroom supplies beach, parks & rec facilities - Rec & Rec Complex - Jan-March 2016	1,077.10
	DLT Solutions	Autodesk AutoCad 2017 upgrade & software subscription - Engr. - March 2016	1,035.60
	New York Planning Federation	Registration NY Planning Federation convention - Engr. & Planning Board - April 2016	1,002.00
	Canadian Pacific	Bike and walking trail encroachment charge - Recreation - March 2016-Feb 2017	1,000.00
	J&S Steel LLC	Steel sheets and tubing for pretreatment - WPCP - March 2016	913.70
	Others - 84 total others	Various	15,775.75
		Total City	223,670.53
MLD:			
	City Chamberlain	April monthly installment for 2016 City services	45,000.00
	City Chamberlain	April monthly installment for 2016 City PILOT	30,000.00
	HM Life Insurance Co. of NY	Stop loss insurance payment - April 2016	8,151.81
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	5,245.35
	Woltner-Summit Contracting LLC	IEEP insulation costs program - 150 Broad St. - April 2016	4,240.00
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA Payroll W/H	3,110.50
	Fleet Services (Exxon-Mobil)	285.05 gallons gasoline & 925.42 gallons diesel - February-March 2016	2,018.43
	Blue Shield of Northeastern NY	Group fee for administration for April 2016	1,950.50
	Clinton County DSS (3)	Refunds of HEAP payments applied to electricity accounts - April 2016	1,318.41
	CV Electric Supply Inc.	Building repair materials plus a heater - March 2016	1,183.11
	Others - 10 others	Various	907.74
		Total MLD	103,125.85
Specials:			
	Journal Transfers (not expenditures)	2016 Internal fund/Svcs transfers - Water, Sewer, Library, Rec Complex, lights	154,376.69
	Capital Expenditures	\$30k WPCP CAPS control, \$10.5k dam const	40,467.19
		Total Specials	194,843.88
	Gross Total		\$ 521,640.26
	Less: Inter-Fund Transactions		294,530.23
	Total Net Expenditures		\$ 227,110.03
Payroll:			
		Pay Period	Year to Date
	Total Payroll Headcount	191	283
	Base Hourly & Salary	132,653.33	\$ 2,930,906.99
	Overtime, Standby & Shift Differentials	12,836.22 9.68%	227,416.34 7.76%
	Vacation, Holiday, Pers. & Accum. Leave	\$11.6k Martin (YTD Payout \$3.9k Edwards, \$3.6k Robinson, Stone \$33.5k, Riley \$9.6k) 44,627.99 33.64%	562,838.28 19.20%
	Sick, Bereavement Leave	4,932.50 3.72%	113,496.38 3.87%
	Longevity - AFSCME weekly \$2.3k	YTD Mgt. payout - Stone \$14.8k 1,918.05 1.45%	42,373.06 1.45%
	Higher Class Pay	2,256.62 1.70%	10,175.83 0.35%
	Sick Leave Buyout		-
	Health Insurance Buyout	(50.00) -0.04%	24,425.00 0.83%
	Clothing/Uniform Allow - PD, MLD		-
	College Degree Allowances		-
	Severance - sick leave time	YTD Payout - Martin \$41.4k, Stone \$59.2k, Riley \$36.8k 41,431.42	137,342.35 4.69%
	Retroactive Pay	YTD Library from 7/1/15 to 2/10/16	6,089.93 0.21%
	Grand Total	\$ 240,606.13	\$ 4,055,064.16
	Overtime, Standby & Shift Diff		
	Fire	\$ - 0.00%	\$ 84,576.97 37.19%
	Police	3,551.09 27.66%	44,593.35 19.61%
	DPW	2,905.41 22.63%	40,135.44 17.65%
	MLD	4,226.15 32.92%	28,875.48 12.70%
	WPCP	1,452.81 11.32%	18,598.60 8.18%
	Other City Depts.	472.80 3.68%	9,098.86 4.00%
	Library	227.96 1.78%	1,537.64 0.68%
	Overtime, Standby & Shift Diff - by depart.	\$ 12,836.22	\$ 227,416.34

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2016 Budget vs. Actual
Payroll Period Ended 4/8/2016
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	161,301.06	43,615.65	84,576.97	(40,961.32)
Police	233,600.00	63,165.22	44,593.35	18,571.87
DPW	212,623.00	57,493.06	40,135.44	17,357.62
MLD	185,600.00	50,186.07	28,875.48	21,310.59
WPCP	84,830.00	22,937.95	18,598.60	4,339.35
Other City	35,400.00	9,572.13	9,098.86	473.27
Library	<u>7,500.00</u>	<u>2,027.99</u>	<u>1,537.64</u>	<u>490.35</u>
Total	<u><u>920,854.06</u></u>	<u><u>248,998.07</u></u>	<u><u>227,416.34</u></u>	<u><u>21,581.73</u></u>