

1. Agenda

Documents:

[AGENDA 08-11-16.PDF](#)

2. Claims Analysis

Documents:

[CLAIMS ANALYSIS 081116.PDF](#)

3. Supporting Documents

Documents:

[MEETING DOCS 081116.PDF](#)

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

August 11, 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 July 28, 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 August 3, 2016 in the amount of **\$ 496,982.10** and August 10, 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 July 28 – August 3, 2016
- Report from the Building Inspector’s office July 27 – August 9, 2016
- Statement from the City Clerk’s Office of all monies received during the month July 2016 in the total amount of \$9,785.41

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:

Leadership Award presented by New York State Municipal Workers' Compensation Alliance.
The City of Plattsburgh has been selected as one of five recipients of the annual Comp Alliance G. Jeffery Haber Leadership Award. This award is presented by the New York State Workers' Compensation Alliance (Comp Alliance) in recognition of the city's efforts to maintain a safe environment for its employees through the development and implementation of safety policies and by training employees on safe workplace practices.

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the weeks ending August 5, 2016 in the amount of \$ 337,757.50 and August 12, 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-6 OF 2016

RESOLVED: A local law amending the Table of Contents, Section C1-8, Section C2-7, Section C3-8(H), Section C3-9, Article IV, Article V, Article VI and Article VII of the City Charter of the City of Plattsburgh, changing the current form of government, with a strong Mayor, to a form of government with a City Manager. 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 the City Chamberlain to adjust the 2016 General Fund Budget by a \$250.00 transfer from the City Clerk Contract Services line item to the City Clerk Conferences line item to cover the under budgeted cost for the travel to the Fall Training School for City and Village Clerks approved at the July 28th, 2016, Common Council 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:

C. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to increase the 2016 General Fund Budget by \$81,360.95 in estimated revenue and appropriations for the receipt of the net proceeds from the sale of three delinquent property tax parcels and for the funding of various projects as use of the additional revenue per the attached authorizations from the Mayor and Common Council.

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 the City Chamberlain to transfer \$22,150.00 from the Water Fund Transmission & Distribution vehicle supplies budget line to the contract services budget line to provide for unbudgeted cost to test the City water distribution lines within the Plattsburgh Air Base infrastructure.

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 the City Chamberlain to adjust the budget between Finance and Data Processing payroll by \$20,000 to provide for unbudgeted employee service costs as Data Processing contract services.

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. THE MAYOR HANDS DOWN THE RE-APPOINTMENT OF CAROLYN COWIN TO THE BOARD OF ASSESSMENT REVIEW FOR A FIVE YEAR TERM COMMENCING ON OCTOBER 1, 2016 AND EXPIRING ON SEPTEMBER 30, 2021.

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 First Weekends to hold a free “End of Season” concert on Saturday September 3, 2016 from 3:00 pm to 8:00 pm at the Lions Club Bandshell. They are requesting electricity. Insurance proof is required.

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:

H. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to adjust the 2016 Budget for the City by \$134,725.70 for the 2016 payroll increases to all AFSCME employees affected by the union contract dated July 1st, 2015. The amount effects the unassigned fund balance of the General, Water and Sewer Funds appropriating amounts necessary to balance their respective 2016 Budgets for the unbudgeted payroll costs and it also increases the transfers from the General Fund to the Rec Complex Fund as noted in the attached budget resolution presented as support for the meeting minutes.

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:

I. RESOLVED: In accordance with the request therefore the Common Council approves a leave of absence for James P. Welch from his position as Maintenance Worker II in the Department of Public Works effective August 12, 2016 to take provisional appointment as a Municipal Code Inspector in the Building Inspector's office until his probationary requirements are completed. Leave of absence not to exceed one year from date August 12, 2016. .

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:

J. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to transfer \$8,000.00 from the Water Fund Purification Technical & Special Equipment budget line to the Purification Buildings & Grounds budget line to provide for unbudgeted costs to perform instrumentation preventative maintenance and plant electrical maintenance services.

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:

K. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.56 by \$2,586 for the increased cost of a fire department pick-up truck.

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:

L. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H8320.68 by \$300,000 for the increased cost of additional design and remediation work for Meade Dam and also to request to close capital project H8320.63 Dam Inspection Emergency Action Plan, being completed, in order to un-assign \$16,000 of Water Capital Reserve funding for transfer back to the reserve account for future use on dam remediation.

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 Assessor Kathy Livingston to attend “Analysis of Vacant Land” on August 19, 2016 in Norwich, NY at a cost not to exceed \$591 which will be paid out of Training/Education and Mileage expense accounts.

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: _____

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 8/12/2016

City:	Payee	Description	Amount
	Marshall & Sterling Upstate ProAct, Inc.	2016 PCL insurance renewal all coverages - All Depts. - July 2016 to July 2017	158,971.21
	City Chamberlain - T&A Acct.	Prescription health care cost July 16th - 31st, 2016 - all departments	76,415.82
	Franklin County Landfill	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	50,384.44
	Triangle Electric	Tipping fees July 2016 - WPCP - 363.56 tons of sludge hauled to the landfill	14,178.84
	Absolute Auctions & realty, Inc.	Miscellaneous electrical services pollution control plant - WPCP - July 2016	13,000.50
	Goldberger & Kremer	Buyers' premiums from 3 property sales in 2016 auction - Prop Gain - July 2016	12,210.00
	Fleet Services (Exxon-Mobile)	Labor matters service plus health care & FD litigation - Corp Counsel - July 2016	10,240.09
	Total Control Systems	Fuel for City vehicles all departments - July 2016 usage	8,938.50
	Holland Company	Instrumentation preventative maintenance - WPCP - July 2016	8,345.56
	Foster's	33,600 WP of PC H-180 Bulk (Polyaluminum Chloride) - WFP - July 2016	6,451.20
	City Chamberlain - Soc Sec Acct.	Tents/toilets for July 4th & Mayor's Cup - Celebrations & Recreation - July 2016	6,388.15
	Thatcher Company of New York	Transfer to deposit FICA/Medicare Payroll withholding	4,717.80
	C & E Fencing	1,991 gallons 30% Sodium Thiosulfate solution purification - WPCP - July 2016	4,400.11
	Platinum Plus for Business	Fence repairs at So Acres Park after insurance reim. - Recreation - July 2016	3,954.70
	NYS Electric & Gas	Credit card charges supplies/equip/conferences/travel: Police, DPW, Rec - July 2016	3,819.24
	MX Fuels & Propane/Vaincourt Fuels Div.	Electric & Natural Gas - DPW, Police, Water annual pipe rental - July 2016	3,194.75
	Kaman Industrial Tech	1,826.90 gallons of gasoline - Police - July 2016	3,121.06
	Slack Chemical Co.	4 motors for pre-treatment - WPCP - July 2016	2,931.98
	Endyne, Inc.	6.6422 dry tons liquid alum 48.5% solution for aeration - WPCP - July 2016	2,653.16
	Surpass Chemical Co.	5 separately vouchered process monitoring invoices - WPCP & WFP - May-July 2016	2,533.50
	Manufacturers Edge, Inc.	2,900 gal Surchlor Bulk 15% Sodium Hypochlorite for purification - WPCP - June 2	2,360.60
	Westaff	3 submersible shredder pumps for pretreatment - WPCP - July 2016	2,217.60
	Pitney Bowes	Temporary Typist for permanent clerical absences - Finance - July 2016	2,031.10
	Postmaster - USPO	Postage advance for machine for August - Data Processing - August 2016	2,000.00
	Grundeen & Assoc., Inc.	Pre-sorted first class mail postage advance - Data Processing -August 2016	2,000.00
	Concrete Building Supply	Fog rod with 50 foot cable & cleaning bracket - WPCP - July 2016	1,960.00
	City Chamberlain	Concrete boxes, lids, blocks and pallets - DPW - July 2016	1,607.68
	BSN Sports	Delinquent tax redemption filings & filing fees for auctioned properties - July 2016	1,553.00
	Future Environment Designs	Basketball backboard & other sports supplies - Recreation & Rec Complex - July 2016	1,451.96
	Burke Excavation Demolition Inc.	Asbestos supervisor classes 2 employees & NYSDOL filing & fee - DPW - August 2016	1,450.00
	MES New York	Removal and disposal of waterline pipes - DPW Water T&D - July 2016	1,440.00
	Signs Inc.	Firefighting supplies lights and face seals - Fire Dept. - July 2016	1,114.90
	Others - 67 total others	Specialty signs & sign supplies for July 4th & Mayor's Cup - Celebrations - July 2016	1,085.00
		Various	12,215.84
		Total City	431,338.29
MLD:			
	Marshall & Sterling Upstate	2016 PCL insurance renewal all coverages - July 2016 to July 2017	89,537.79
	IEEP - Energy Efficiency Program	Monthly Efficiency Program payment from customer collections July 2016	29,126.86
	WESCO Dist. Inc.	Purchase of 2 transformers, 4,000 feet of wire and transformer parts - July 2016	14,209.00
	City Chamberlain	Sales tax for May 2016 transfer to make state payment	12,096.74
	ProAct, Inc.	Prescription health care cost July 16th - 31st, 2016	11,368.00
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	7,495.45
	Woltner-Summit Contracting LLC	IEEP insulation costs program - 57 Tom Miller Road - August 2016	3,832.75
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA Payroll W/H	3,165.78
	Heritage-Crystal Clean, LLC	Debris removal and used oil service pick-up - July 2016	2,577.70
	Refunds (8)	Refund customers deposits & credit balances - July 2016	1,788.61
	Verizon	Substation Safety Lines, wireless and cell phone charges - July 2016	1,613.24
	Underhill Garage	Purchase of truck repair parts and air conditioner repair #106 - July 2016	1,529.45
	Others - 21 others	Various	4,184.92
		Total MLD	182,526.29
Specials:			
	Journal Transfers (not expenditures)	2016 Internal fund/Svcs transfers - Water, Sewer, Library, Rec Complex, lights	154,364.30
	Capital Expenditures	\$36.6k streets, \$2k marina, \$14.3k water sys, \$4.6k buildings	57,517.70
		Total Specials	211,882.00
	Gross Total		\$ 825,746.58
	Less: Inter-Fund Transactions		-
	Total Net Expenditures		\$ 825,746.58

City of Plattsburgh
 Weekly Expenditure Analysis - Large Dollar Items
 Week of 8/12/2016

Payroll:		Pay Period		Year to Date	
Total Payroll Headcount		78		355	
Base Hourly & Salary		67,220.98		\$ 6,873,341.87	
Overtime, Standby & Shift Differentials		8,406.38	12.51%	567,938.88	8.26%
Vacation, Holiday, Pers. & Accum. Leave	(YTD Bouchard \$6.2k, Welch \$7.9k, Lucas \$8.1k, \$4.1k Brown, \$11.6k Martin \$3.9k Edwards, \$3.6k Robinson, Stone \$33.5k, Riley \$9.6k)	17,075.84	25.40%	1,162,902.15	16.92%
Sick, Bereavement Leave		11,077.81	16.48%	256,957.59	3.74%
Longevity - AFSCME weekly \$2.3k	(YTD Mgt. \$58.7k, Stone \$14.8k)			141,923.09	2.06%
Higher Class Pay		1,146.72	1.71%	24,714.57	0.36%
Sick Leave Buyout				14,750.00	0.21%
Health Insurance Buyout	E. McDonald - coverage change			31,035.48	0.45%
Clothing/Uniform Allow - PD, MLD	MLD \$8.7k, PD 2nd half \$12.4k (YTD Police clothing allowance - 1st half)			46,412.50	0.68%
College Degree Allowances	Police for 2016			14,100.00	0.21%
Severance - sick leave time	(YTD Bouchard \$4.4k, Welch \$40k, Lucas \$19.5k, \$14 Brown, Martin \$41.4k, Stone \$59.2k, Riley \$36.8k)			202,068.66	2.94%
Retroactive Pay	(YTD AFSCME & Library contract, de la Chapelle \$2.7k)			87,832.51	1.28%
Grand Total		<u>\$ 104,927.73</u>		<u>\$ 9,423,977.30</u>	
Overtime, Standby & Shift Diff	Fire		0.00%	\$ 206,749.57	36.40%
	Police	4,126.95	49.09%	126,746.07	22.32%
	DPW		0.00%	84,196.69	14.82%
	MLD	4,279.43	50.91%	80,501.81	14.17%
	WPCP		0.00%	41,022.55	7.22%
	Other City Depts.		0.00%	25,608.09	4.51%
	Library		0.00%	3,114.10	0.55%
	Overtime, Standby & Shift Diff - by depart.	<u>\$ 8,406.38</u>		<u>\$ 567,938.88</u>	

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2016 Budget vs. Actual
Payroll Period Ended 8/12/2016
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	161,301.06	99,235.00	206,749.57	(107,514.57)
Police	233,600.00	143,714.47	126,746.07	16,968.40
DPW	212,623.00	130,809.08	84,196.69	46,612.39
MLD	185,600.00	114,184.10	80,501.81	33,682.29
WPCP	84,830.00	52,188.78	41,022.55	11,166.23
Other City	35,400.00	21,778.65	25,608.09	(3,829.44)
Library	<u>7,500.00</u>	<u>4,614.12</u>	<u>3,114.10</u>	<u>1,500.02</u>
Total	<u><u>920,854.06</u></u>	<u><u>566,524.19</u></u>	<u><u>567,938.88</u></u>	<u><u>(1,414.69)</u></u>



Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7549
Fax: 518-561-8236
lawliss@cityofplattsburgh-ny.gov

MEMO

TO: Mayor James Calnon
Members of the Common Council

FROM: Fire Chief, Scott Lawliss

DATE: August 11, 2016

RE: Fire and Ambulance Responses

For this two week period: Thursday, July 28, 2016 through Wednesday, August 10, 2016
our Department has responded to the following:

Fire Calls	<u>32</u>
	2 building fire
	6 system activation
	9 EMS assist
	10 MVA
	1 water evacuation
	1 unauthorized burning
	1 hazmat release investigation
	1 grass fire
	1 lock-in

Ambulance Calls **135**

Mutual Aid by CVPH **23**

08/09/2016 08:55
1427dnep

DEPARTMENT: Building Inspector

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

REPORTING PERIOD: 07/27/16 TO 08/09/16



P 1
picvlrpt

COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
GARBAGE	2
GRASS	4
HEDGE LAW VIOLATION	1
OCCUPANCY	2
PROPERTY MAINTENANCE	12
WORKING WITHOUT PERMIT	2
ZONING VIOLATION	8
DEPARTMENT TOTALS	31
REPORT TOTALS	31

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

08/09/2016 08:55
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CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P
Picv1rpt 2

REPORTING PERIOD: 07/27/16 TO 08/09/16



DEPARTMENT: Building Inspector
REFERENCE LOCATION
CASE COMPLAINT/VIOLATION

COMMENT
AREA SOURCE RESPONSIBLE PARTY SEVERITY

CREATED
COMPLETED

408 1 POINT VIEW TERR
VIOLATION SEVERITY AREA PATRICK MURNANE
HEDGE LAW VIOLATION 0
AT 1 POINT VIEW TERRACE HEDGE GROWING OVER ROAD.
COMPLAINT/VIOLATION TOTALS
07/27/2016
13 DAYS OPEN

417 109 CORNELIA ST
VIOLATION SEVERITY PHONE CALL EDSEL J WELCH
PROPERTY MAINTENANCE 0
BUILDING AND GROUNDS IN DISREPAIR
COMPLAINT/VIOLATION TOTALS
07/28/2016
12 DAYS OPEN

STEPS INITIAL INSPECT ACTION TYPE STATUS
NOTICE INSPECTION NEW
FOLLOW UP NOTICE NEW
ORDER REMEDY INSPECTION NEW
APPEARANCE TICKET NOTICE NEW
OTHER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT JOSEPH MCMAHON 07/30/16 07/30/16
COMPLAINT JOSEPH MCMAHON
COMPLAINT/VIOLATION TOTALS
07/29/2016
11 DAYS OPEN

426 11 NICHOLS AVE
VIOLATION SEVERITY AREA HELEN EAGLE
PROPERTY MAINTENANCE 0
TWO (2) TV'S IN CITY RIGHT OF WAY
COMPLAINT/VIOLATION TOTALS
07/29/2016
11 DAYS OPEN

STEPS INITIAL INSPECT ACTION TYPE STATUS
NOTICE INSPECTION DONE
FOLLOW UP NOTICE NEW
ORDER REMEDY INSPECTION NEW
APPEARANCE TICKET NOTICE NEW
OTHER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 07/31/16 07/31/16
COMPLAINT KEN PRIMARD
COMPLAINT/VIOLATION TOTALS
07/27/2016
0

413 112 US OVAL
LAKVIEW OVAL PROPERTIES LLC
07/27/2016

08/09/2016 08:55
1427dnp

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 3
picvlrpt

REPORTING PERIOD: 07/27/16 TO 08/09/16



DEPARTMENT: Building Inspector
REFERENCE LOCATION
CASE
COMPLAINT/VIOLATION COMMENT
AREA SOURCE
RESPONSIBLE PARTY SEVERITY
CREATED COMPLETED

VIOLATION SEVERITY AREA COMPLY BY COMPLIED
GRASS 0
TALL GRASS AND TREES OVER GROWING THE REAR PROPERTY AREA ADJACENT TO FORT BROWN DRIVE
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE 07/27/16 07/27/16
NOTICE INSPECTION NOTICE 07/27/16 07/27/16
FOLLOW UP NEW 07/27/16
ORDER REMEDY NEW 08/03/16
APPEARANCE TICKET NEW LETTER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT 07/29/16 07/29/16 08/03/16 .00
COMPLAINT .00

COMPLAINT/VIOLATION TOTALS 13 DAYS OPEN .00

411 118 BRINKERHOFF ST SCOTT CAMPBELL 0
VIOLATION SEVERITY AREA COMPLY BY COMPLIED
GRASS 0
TALL GRASS
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE 07/27/16 07/27/16
NOTICE INSPECTION NOTICE 07/27/16 07/27/16
FOLLOW UP NEW 08/01/16
ORDER REMEDY NEW 08/01/16
APPEARANCE TICKET NEW LETTER 08/31/16
COMPLAINT/VIOLATION TOTALS 13 DAYS OPEN .00

435 124 MARGARET ST JOHN J CARTER 0
VIOLATION SEVERITY AREA COMPLY BY COMPLIED
PROPERTY MAINTENANCE 0
FACADE HAS NOT BEEN REPAIRED
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE 08/05/16 08/05/16
NOTICE INSPECTION NOTICE 08/05/16 08/05/16
FOLLOW UP NEW 08/12/16
ORDER REMEDY NEW LETTER
APPEARANCE TICKET NEW LETTER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT 08/07/16 08/07/16 08/12/16 .00
COMPLAINT .00
COMPLAINT/VIOLATION TOTALS 4 DAYS OPEN .00

08/09/2016 08:55
1427dnep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

1 P
picvlrpt 4

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/27/16 TO 08/09/16

REFERENCE CASE	LOCATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	CREATED COMPLIED
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432	128 COURT ST	EMMY BODROGI	0	08/04/2016
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VOLATION	PROPERTY MAINTENANCE	AREA	0	COMPLY BY COMPLIED	5 DAYS OPEN
TV'S AND FURNITURE ON CITY PROPERTY					

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE		08/06/16	08/04/16	08/04/16
NOTICE	NOTICE	DONE		08/06/16	08/04/16	08/04/16
FOLLOW UP	INSPECTION	NEW		08/11/16		
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKET	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KEN PRIMARD	08/06/16	08/06/16		.00
COMPLAINT	KEN PRIMARD		08/11/16		.00

COMPLAINT/VIOLATION TOTALS .00

410	13 SMITH ST	CRAIG A LAPLANTE	0	07/27/2016
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VOLATION	ZONING VIOLATION	AREA	0	COMPLY BY COMPLIED	13 DAYS OPEN
AT 11 SMITH ST. UNLICENSED VEHICLE NEAR GARAGE. LOTS OF CLUTTER.					

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		07/29/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKET	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KYLE BURDO	07/29/16	07/29/16		.00
COMPLAINT	KYLE BURDO				.00

COMPLAINT/VIOLATION TOTALS .00

414	136 MILLER ST	FERRIS WILLIAM P	0	07/28/2016
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VOLATION	OCCUPANCY	IN PERSON	0	COMPLY BY COMPLIED	12 DAYS OPEN
M/D WAS REQUESTED TO LABEL THE ELECTRIC METERS AT 136 MILLER ST. WHAT WAS DISCOVERED WAS THAT A 4TH APARTMENT HAD BEEN CREATE D ON THE SECOND FLOOR OF THIS 3 FAMILY BUILDING. BUILDING PERMIT #129-2015 AUTHORIZED A DISCONNECT FOR A HOUSE METER.					

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		07/30/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKET	OTHER	NEW				



08/09/2016 08:55
1437dnp

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 5
picvlrpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/27/16 TO 08/09/16

REFERENCE CASE	LOCATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	CREATED COMPLETED
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INSPECTION COMPLAINT	INSPECTOR JOSEPH MCMAHON			
COMPLAINT/VIOLATION	JOSEPH MCMAHON			
COMPLAINT/VIOLATION TOTALS				

430	193 MARGARET ST	THOMAS R KELSH		08/01/2016
VIOLATION OCCUPANCY	STOVE FIRE DAMAGE/ NO POWER	PHONE CALL 0	COMPLY BY COMPLIED	8 DAYS OPEN
SEVERITY	0			

STEPS	INITIAL	INSPECT	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED	FEE AMOUNT
NOTICE			INSPECTION	DONE		08/01/16	08/01/16	08/01/16	.00
FOLLOW UP			NOTICE	DONE		08/02/16	08/02/16	08/03/16	.00
ORDER REMEDY			INSPECTION	NEW	LETTER	08/10/16			
APPEARANCE TICKET			NOTICE	NEW					
OTHER			OTHER	NEW					
INSPECTION COMPLAINT	INSPECTOR		REQUESTED	08/03/16	SCHEDULED	08/03/16			.00
COMPLAINT			08/10/16						.00
COMPLAINT/VIOLATION TOTALS									.00

423	21 PALMER ST	GERALD A JR SHERMAN		07/28/2016					
VIOLATION	GARBAGE	EMAIL AREA	COMPLY BY COMPLIED	12 DAYS OPEN					
SEVERITY	0								
AT 35 STETSON HOUSE IS OVERLOADED WITH PEOPLE. PORCH FILLED WITH GARBAGE ATTRACTING SKUNKS, SMELLS, CHAIRS & JUNK BLOCKING SID									
EMALK AT ALL TIMES. DRINKING & FIGHTS ARE REGULAR. NEIGHBORHOOD QUALITY OF LIFE DISAPPEARING									
STEPS	INITIAL	INSPECT	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED	FEE AMOUNT
NOTICE			INSPECTION	NEW		07/29/16			.00
REINSPECT			NOTICE	NEW					.00
ORDER PICK UP			INSPECTION	NEW					.00
OTHER			OTHER	NEW					.00
INSPECTION COMPLAINT	INSPECTOR		REQUESTED	07/29/16	SCHEDULED	07/29/16			.00
COMPLAINT	KEN PRIMARD								.00
COMPLAINT/VIOLATION TOTALS	KEN PRIMARD								.00

420	21 RIVERSIDE AVE	AARON K AKIN		07/28/2016
VIOLATION	WORKING WITHOUT PERMIT	IN PERSON AREA	COMPLY BY COMPLIED	12 DAYS OPEN
SEVERITY	0			
AT 21 RIVERSIDE NEW ROOF PUT ON OVER WEEKEND OF 7/16/16.				



08/09/2016 08:55
1427dhep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 6
plcvtlpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/27/16 TO 08/09/16

REFERENCE CASE	LOCATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	CREATED COMPLETED
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STEPS				
INITIAL INSPECT				
STOP WORK				
SECURE PERMIT				

INSPECTION INSPECTOR				
COMPLAINANT KYLE BURDO				
REQUESTED 07/29/16	SCHEDULED 07/29/16	RESULTS	FEE AMOUNT .00	
COMPLAINT/VIOLATION TOTALS				.00

437 226 MARGARET ST
VIOLATION PROPERTY MAINTENANCE
AT 226 MARGARET APT. #6, ROOF HAS LEAKED. ROOF PIPE NOT CAPPED. THIS APART. FLOODED OUT AGAIN. WANTS TO GO AFTER LAKE CHA
MPLAIN ROOFING. CONTACTED OWNERS ABOUT PROBLEM BUT BUILDING MGR. ONLY CAPPED WITH GARBAGE BAGS & DUCK TAPE. WANTS FIXED.
1 DAYS OPEN

STEPS	INITIAL INSPECT	NOTICE	FOLLOW UP	ORDER REMEDY	APPEARANCE TICKE	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED	FEE AMOUNT
INSPECTION INSPECTOR						INSPECTION	NEW					
COMPLAINANT KEN PRIMARD						INSPECTION	NEW					
COMPLAINANT KEN PRIMARD						INSPECTION	NEW					
REQUESTED 08/10/16	SCHEDULED 08/10/16	RESULTS	FEE AMOUNT .00									.00
COMPLAINT/VIOLATION TOTALS												.00

436 255 CORNELLIA ST
VIOLATION GRASS
AT 255 CORNELLIA ST. GRASS NOW OVER 1'. STRIP BETWEEN SIDEWALK & CURB GROWING OVER SIDEWALK ON BOTH SIDES.
1 DAYS OPEN

STEPS	INITIAL INSPECT	NOTICE	FOLLOW UP	ORDER REMEDY	APPEARANCE TICKE	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED	FEE AMOUNT
INSPECTION INSPECTOR						INSPECTION	NEW					
COMPLAINANT KEN PRIMARD						INSPECTION	NEW					
COMPLAINANT KEN PRIMARD						INSPECTION	NEW					
REQUESTED 08/10/16	SCHEDULED 08/10/16	RESULTS	FEE AMOUNT .00									.00
COMPLAINT/VIOLATION TOTALS												.00

435 255 CORNELLIA ST
VIOLATION GRASS
AT 255 CORNELLIA ST. GRASS NOW OVER 1'. STRIP BETWEEN SIDEWALK & CURB GROWING OVER SIDEWALK ON BOTH SIDES.
1 DAYS OPEN

STEPS	INITIAL INSPECT	NOTICE	FOLLOW UP	ORDER REMEDY	APPEARANCE TICKE	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED	FEE AMOUNT
INSPECTION INSPECTOR						INSPECTION	NEW					
COMPLAINANT KEN PRIMARD						INSPECTION	NEW					
COMPLAINANT KEN PRIMARD						INSPECTION	NEW					
REQUESTED 08/10/16	SCHEDULED 08/10/16	RESULTS	FEE AMOUNT .00									.00
COMPLAINT/VIOLATION TOTALS												.00



REPORTING PERIOD: 07/27/16 TO 08/09/16



DEPARTMENT: Building Inspector
REFERENCE LOCATION
CASE
COMPLAINT/VIOLATION COMMENT AREA SOURCE RESPONSIBLE PARTY SEVERITY CREATED COMPLETED

421 29 RIVERSIDE AVE
VIOLATION SEVERITY 0
WORKING WITHOUT PERMIT 0
AT 29 RIVERSIDE WORKING W/O A PERMIT IN KITCHEN AREA. POSSIBLE NEW KITCHEN.
STEPS ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
INITIAL INSPECT NEW
STOP WORK NEW
SECURE PERMIT OTHER LETTER 07/29/16
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KYLE BURDO 07/29/16 07/29/16 .00
COMPLAINT/VIOLATION TOTALS .00

424 292 CORNELIA ST
VIOLATION SEVERITY 0
ZONING VIOLATION 0
AT 292 CORNELIA ST. STEWARTS. NO LEFT HAND TURN ONTO CORNELIA ST. SIGN MISSING. ASKED THAT SIGN BE PUT BACK DURING RENOVAT
IONS. ACCIDENT WAITING TO HAPPEN.
STEPS ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE
NOTICE NEW
FOLLOW UP NEW
ORDER REMEDY NEW
APPEARANCE TICKE NEW LETTER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 07/30/16 07/30/16 .00
COMPLAINT KEN PRIMARD .00
COMPLAINT/VIOLATION TOTALS .00

415 31 BAILEY AVE
VIOLATION SEVERITY 0
ZONING VIOLATION 0
AT 33 BAILEY AVE. APART. B. ELECTRIC BILL IS DOUBLE EVERYBODY IN THAT BUILDING. 4 APARTMENTS IN BUILDING. NOT SPOKE WITH LAN
DLORD.
STEPS ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
INITIAL INSPECT NEW
NOTICE NEW
FOLLOW UP NEW
ORDER REMEDY NEW
APPEARANCE TICKE NEW LETTER
IN PERSON 0
GLEN F RASCO
COMPLY BY COMPLIED
07/30/16
12 DAYS OPEN
07/28/2016

08/09/2016 08:55
1427dnep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

8
picvlrpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/27/16 TO 08/09/16

REFERENCE LOCATION
COMPLAINT/VIOLATION COMMENT AREA SOURCE RESPONSIBLE PARTY SEVERITY CREATED COMPLETED

INSPECTION INSPECTOR
COMPLAINT KEN PRIMARD
COMPLAINT KEN PRIMARD
COMPLAINT/VIOLATION TOTALS
REQUESTED 07/30/16 SCHEDULED 07/30/16 RESULTS
FEE AMOUNT .00
FEE AMOUNT .00

412 31 KENNEDY AVE

SUSAN BURGH LLC

07/27/2016

VIOLATION SEVERITY 0 AREA COMPLY BY COMPLIED 13 DAYS OPEN
GRASS
VACANT LOT TALL GRASS

STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE 07/29/16 08/01/16
NOTICE INSPECTION 07/27/16 08/01/16
FOLLOW UP DONE 08/01/16 08/01/16
ORDER REMEDY NOTICE LETTER 08/31/16
APPEARANCE TICKE OTHER

INSPECTION INSPECTOR
COMPLAINT
COMPLAINT
REQUESTED 07/29/16 SCHEDULED 07/29/16 RESULTS
FEE AMOUNT .00
FEE AMOUNT .00

COMPLAINT/VIOLATION TOTALS

.00

434 44 WATERHOUSE ST

SARITA SILVER

08/05/2016

VIOLATION SEVERITY 0 PHONE CALL 0 COMPLY BY COMPLIED 4 DAYS OPEN
PROPERTY MAINTENANCE
AT 44 WATERHOUSE ST. DEBRIS ALL OVER FRONT YARD & DRIVEWAY.

STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT INSPECTION NEW 08/07/16
NOTICE INSPECTION NEW
FOLLOW UP INSPECTION NEW
ORDER REMEDY NOTICE LETTER
APPEARANCE TICKE OTHER

INSPECTION INSPECTOR
COMPLAINT KYLE BURDO
COMPLAINT KYLE BURDO
REQUESTED 08/07/16 SCHEDULED 08/07/16 RESULTS
FEE AMOUNT .00
FEE AMOUNT .00

COMPLAINT/VIOLATION TOTALS

.00

416 5 MACDONOUGH ST

EDWARD J ZUKOWSKI

07/28/2016

VIOLATION SEVERITY 0 AREA COMPLY BY COMPLIED 12 DAYS OPEN
ZONING VIOLATION
AT 4 MCDONOUGH. FURNITURE LEFT OUT AFTER SOMEONE AT FOLKWAY HOUSE MOVED OUT.

08/09/2016 08:55
142/dhep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P
plcvl1pc
9

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/27/16 TO 08/09/16

REFERENCE CASE	LOCATION	COMMENT	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	CREATED	COMPLETED
COMPLAINT/VIOLATION						

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		07/30/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKE	OTHER	NEW				

INSPECTION COMPLAINT	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KYLE BURDO	07/30/16	07/30/16		.00
COMPLAINT	KYLE BURDO				.00

COMPLAINT/VIOLATION TOTALS

433 53 STANDISH ST RITA BELL 0 08/05/2016

VIOLATION PROPERTY MAINTENANCE SEVERITY 0 AREA

AT 53 STANDISH STREET DRIVEWAY ON PINE STREET SIDE BOOKS, BOXES SCATTERED ALL OVER DRIVEWAY. IT'S A MESS. TOYS PILED IN LAW N AREA NOT REMOVED OR MOWED. 4 DAYS OPEN

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		08/07/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKE	OTHER	NEW				

INSPECTION COMPLAINT	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KYLE BURDO	08/07/16	08/07/16		.00
COMPLAINT	KYLE BURDO				.00

COMPLAINT/VIOLATION TOTALS

438 55 PROSPECT AVE JAMES A ABDALLAH 0 08/08/2016

VIOLATION ZONING VIOLATION SEVERITY 0 IN PERSON 0 COMPL BY COMPLETED

AT 55 PROSPECT JIM VAN ARMAN TRAILER IN DRIVEWAY 3 WEEKS. FEEL TRAILER SHOULD NOT BE PARKED THERE. 1 DAYS OPEN

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		08/10/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKE	OTHER	NEW				

INSPECTION COMPLAINT	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KEN PRIMARD	08/10/16	08/10/16		.00
COMPLAINT	KEN PRIMARD				.00



08/09/2016 08:55
142/dhep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 10
plcvl1rpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/27/16 TO 08/09/16

REFERENCE LOCATION
CASE
COMPLAINT/VIOLATION
COMMENT
AREA SOURCE
RESPONSIBLE PARTY SEVERITY
CREATED
COMPLETED

COMPLAINT/VIOLATION TOTALS

.00

425 58 JOHNSON AVE

EMAIL AREA

DAVID S RICHARD

SEVERITY 0

COMPLY BY COMPLETED

08/02/2016

12 DAYS OPEN

VIOLATION
PROPERTY MAINTENANCE
AT 58 JOHNSON UNKEMPT YARD.

STEPS
INITIAL INSPECT
NOTICE
FOLLOW UP
ACTION TYPE
INSPECTION
NOTICE
INSPECTION

STATUS
DONE
DONE
DONE

NOTICE

SCHEDULED
07/28/16
07/28/16
07/29/16

STARTED

COMPLETED

INSPECTION INSPECTOR
COMPLAINT KYLE BURDO
COMPLAINT KYLE BURDO

REQUESTED
07/30/16

SCHEDULED
07/29/16
07/28/16

08/02/16
07/28/16

RESULTS
PASSED
FAILED

FEE AMOUNT
.00
.00

COMPLAINT/VIOLATION TOTALS

.00

429 7 OLLIVETTI PL

TRACY L PASKING

SEVERITY 0

COMPLY BY COMPLETED

08/01/2016

VIOLATION
PROPERTY MAINTENANCE
PMD FAILURE OF LINE, LOAD, METER CAN AND GROUND ROD/LINE

STEPS
INITIAL INSPECT
NOTICE
FOLLOW UP
ORDER REMEDY
APPEARANCE TICKE
ACTION TYPE
INSPECTION
NOTICE
INSPECTION
NOTICE
OTHER

STATUS
DONE
DONE
DONE
NEW
NEW
NEW

NOTICE
LETTER
LETTER

SCHEDULED
08/01/16
08/01/16
08/03/16
09/03/16

STARTED
08/01/16

COMPLETED
08/01/16
08/01/16
08/04/16

COMPLAINT/VIOLATION TOTALS

.00

427 78 BROAD ST

CALCOM PROPERTIES LLC

SEVERITY 0

COMPLY BY COMPLETED

07/29/2016

VIOLATION
PROPERTY MAINTENANCE
SUSPECT BLACK MOLD IN ATTIC AND RED FLUID COMMING OUT FROM AROUND TUB

STEPS
INITIAL INSPECT
NOTICE
FOLLOW UP
ORDER REMEDY
APPEARANCE TICKE
ACTION TYPE
INSPECTION
NOTICE
INSPECTION
NOTICE
OTHER

STATUS
NEW
NEW
NEW
NEW
NEW

NOTICE
LETTER

SCHEDULED
07/31/16

STARTED

COMPLETED

INSPECTION INSPECTOR
COMPLAINT KYLE BURDO
COMPLAINT KYLE BURDO

REQUESTED
07/31/16

SCHEDULED
07/31/16

RESULTS

FEE AMOUNT
.00
.00
.00

11 DAYS OPEN

08/09/2016 08:55
 1427dnep
 DEPARTMENT: Building Inspector
 REFERENCE LOCATION
 COMPLAINT/VOLATION

CITY OF PLATTSBURGH
 COMPLAINTS/VIOLATIONS REPORT

P 11
 plcvl1rpt

REPORTING PERIOD: 07/27/16 TO 08/09/16

AREA RESPONSIBLE PARTY
 SOURCE SEVERITY
 COMMENT

COMPLAINT/VOLATION TOTALS .00

422 78 COURT ST GILBERT CASHMAN
 VIOLATION SEVERITY PHONE CALL 0 COMPLI BY COMPLIED 07/28/2016
 GARBAGE 0
 AT 78 COURT ST. TRASH AROUND ALL SUMMER. 12 DAYS OPEN

STEPS ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
 INITIAL INSPECT DONE 07/29/16 08/04/16 08/04/16
 NOTICE NEW 08/05/16
 REINSPECT NEW
 ORDER PICK UP OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FREE AMOUNT
 COMPLAINT KEN PRIMARD 07/29/16 07/29/16 .00
 COMPLAINT KEN PRIMARD .00
 COMPLAINT/VOLATION TOTALS .00

431 87 SAILLY AVE JEFFREY DODGE
 VIOLATION SEVERITY AREA COMPLI BY COMPLIED 08/04/2016
 PROPERTY MAINTENANCE 0
 CHAIR ON CITY PROPERTY 5 DAYS OPEN

STEPS ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
 INITIAL INSPECT DONE 08/04/16 08/04/16 08/04/16
 NOTICE NEW 08/04/16
 FOLLOW UP NEW
 ORDER REMEDY NEW
 APPERANCE TICKE OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FREE AMOUNT
 COMPLAINT KEN PRIMARD 08/06/16 08/06/16 .00
 COMPLAINT KEN PRIMARD 08/11/16 .00
 COMPLAINT/VOLATION TOTALS .00

419 9 ALEX WAY LAVERNE R HICKS
 VIOLATION SEVERITY EMAIL AREA COMPLI BY COMPLIED 07/28/2016
 ZONING VIOLATION 0
 AT 95 MAIN MILL BOMBARDIER DOORS CLOSEST TO LAVERNE HICKS HOME OPENED AGAIN. THEY HAVE BEEN OPENED SINCE 6:10 AM ON MORNING 12 DAYS OPEN
 OF 7/28/2016.

STEPS ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
 INITIAL INSPECT NEW 07/30/16
 NOTICE NEW
 FOLLOW UP NEW
 ORDER REMEDY NEW



08/09/2016 08:55
1427drep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 12
plcvtprt

REPORTING PERIOD: 07/27/16 TO 08/09/16



DEPARTMENT: Building Inspector
REFERENCE LOCATION
CASE COMMENT
COMPLAINT/VIOLATION

APPEARANCE TICKET OTHER NEW
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KYLE BURDO 07/30/16 07/30/16 .00
COMPLAINT KYLE BURDO .00
COMPLAINT/VIOLATION TOTALS .00

409 9 SMITH ST SEVERITY 0 IN PERSON 0 RAMATOU LAYE D HAMADOU
VIOLATION ZONING VIOLATION AT 9 SMITH ST. STILL UNLICENSED VEHICLE ON LOT. BEEN UNLICENSED FOR MONTHS.
SEVERITY 0 AREA COMPLI BY COMPLETED 13 DAYS OPEN

STEPS INITIAL INSPECT ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
NOTICE INSPECTION NEW 07/29/16
FOLLOW UP NOTICE NEW
ORDER REMEDY INSPECTION NEW
APPEARANCE TICKET OTHER NEW LETTER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KYLE BURDO 07/29/16 07/29/16 .00
COMPLAINT KYLE BURDO .00
COMPLAINT/VIOLATION TOTALS .00

428 95 MAIN MILL ST SEVERITY 0 BOMBARDIER MASS TRANSIT CORP 07/29/2016
VIOLATION ZONING VIOLATION AT 95 MAIN MILL BOMBARDIER 5:15 AM BOMBARDIER OPENED DOOR AND IS STILL OPEN. ALARM GOING OFF SINCE 3 6:10 AM. ON 7/28 THEY DI
D NOT CLOSE DOOR UNTIL 2 MID TRUCKS SHOWED UP AND THEN LEFT. DON'T HAVE TO LIVE UP TO WHAT ZONING BOARD SAID. 11 DAYS OPEN
STEPS INITIAL INSPECT ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
NOTICE INSPECTION NEW 07/31/16
FOLLOW UP NOTICE NEW
ORDER REMEDY INSPECTION NEW
APPEARANCE TICKET OTHER NEW LETTER
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KYLE BURDO 07/31/16 07/31/16 .00
COMPLAINT KYLE BURDO .00
COMPLAINT/VIOLATION TOTALS .00

418 SAILLY AVE DMP RENTALS LLC 07/28/2016

08/09/2016 08:55
142/dnep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 13
picv1rpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/27/16 TO 08/09/16

REFERENCE CASE	LOCATION	COMMENT	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	COMPLY BY	COMPLETED
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VIOLATION	PROPERTY MAINTENANCE	SEVERITY 0	AREA	COMPLY BY	COMPLETED	12 DAYS OPEN	
	ELECTRICAL RISER 60 SAILLY APT #1. FAILED WEATHER HEAD TO METER. 30 DAYS WEST METER 1ST SOUTH						
STEPS	INITIAL INSPECT	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
	NOTICE	INSPECTION	DONE	LETTER	07/28/16	07/28/16	07/28/16
	FOLLOW UP	NOTICE	DONE	LETTER	07/30/16	07/28/16	07/28/16
	ORDER REMEDY	INSPECTION	DONE	LETTER	08/04/16	08/04/16	08/04/16
	APPEARANCE TICKE	NOTICE	NEW	LETTER	09/03/16		
		OTHER	NEW				

COMPLAINT/VIOLATION TOTALS

.00

DEPARTMENT TOTALS
COMPLAINT/VIOLATION ACTIVITY 07/27/16-08/09/16:

31 COMPLAINTS/VIOLATIONS
31 CREATED

.00

REPORT TOTALS
COMPLAINT/VIOLATION ACTIVITY 07/27/16-08/09/16:

31 COMPLAINTS/VIOLATIONS
31 CREATED

.00

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

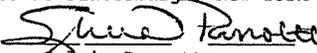


CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: "Jul16

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	251.32		251.32
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	250.00		250.00
State Neuter/Spay surcharge		36.00	36.00
Extract of Records 12-1255	50.50		50.50
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	25.00		25.00
Going Out of Business Lic 25-2509	0.00		0.00
Hauler's Licenses 25-2505	0.00		0.00
Housing Code 21-2110	0.00		0.00
Impound Fees 15-1550	200.00		200.00
Interest Temp 1124-2401	2.18		2.18
Jeweler's Licenses 25-2503	0.00		0.00
Marriage Licenses 25-2545	752.50	967.50	1720.00
Notary Fees 12-1255	0.00		0.00
Peddler/Vendor Licenses 25-2503	490.00		490.00
Returned Check Charges 12-1255	0.00		0.00
Sign Permits 25-2590	0.00		0.00
Specifications T-30		0.00	0.00
Special Use Permits 21-2110	0.00		0.00
Subdivision Fee 21-2110	0.00		0.00
Subdivision Ordinance 12-1255	0.00		0.00
Taxi Operator's Licenses 25-2507	500.00		500.00
Taxi Vehicle Licenses 25-2504	80.00		80.00
Tree/Stump Removal License 25-2508	0.00		0.00
Vital Statistics 16-1603	5914.00		5914.00
Zoning Ordinances 21-2110	0.00		0.00
Zoning Variances 21-2110	0.00		0.00
OTHER REVENUE			
Riverwalk			
1127-2753	275.00		275.00
Auditorium			
1127-2752	0.00		0.00
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	1.41		1.41
Print & Copy			
1-1410000-4431	0.00		0.00
DISBURSEMENTS:			
	\$8,791.91	\$1,003.50	\$9,795.41
N.Y.S. Dept of Health	\$967.50	Check No 1410	
N.Y.S. Dept of Ag & Mkts	\$36.00	Check No 1411	
		Total Paid Others:	\$1,003.50
ADJUSTMENT:			
		-\$10.00	\$0.00
Shortage/Overage	Short \$10.00 deposit 7/1/2016		
Chamberlain (Spec. Deposits)	\$0.00	Check No	
Chamberlain (Net Revenues)	\$8,781.91	Check No 1412	
		Amount Due City Chamberlain:	\$8,781.91
			\$9,785.41

Dated at Plattsburgh, New York


Sylvia Parrotte,
City Clerk

09-Aug-16

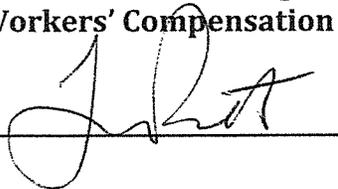
*The WC Alliance recognizes
the exceptional performance of
Honorable Mayor James Calnon
Of the
City of Plattsburgh*

*For his commitment, diligence, time and attention to the
safety and well being of his fellow staff members.*

*This certificate of recognition
presented at
Plattsburgh City Hall
Plattsburgh, NY
August 11, 2016*

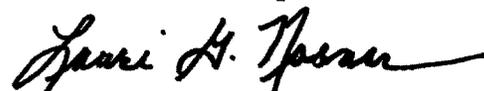
Loren Pratt

Vice President, Marketing
NYS Workers' Compensation Alliance



Laurie Noonan

AVP, Risk Management
NYS Workers' Compensation Alliance



Local Law No. P-6 of the year 2016.

Introduced by Mayor Calnon at a regular meeting of the Common Council held on July 28, 2016

At a regular meeting of the Common Council on August 11, 2016

By Councilor _____; Seconded by Councilor _____

Roll Call: _____

Absent: _____

A local law amending the Table of Contents, Section C1-8, Section C2-7, Section C3-8(H), Section C3-9, Article IV, Article V, Article VI and Article VII of the City Charter of the City of Plattsburgh.

This Local Law is enacted pursuant to the provisions of Sections 10 and 23 of the Municipal Home Rule Law of the State of New York.

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

1. The Table of Contents of the City Charter of the City of Plattsburgh at Article IV is amended and re-stated to read as follows:
“ARTICLE IV. MAYOR AND CITY MANAGER.
C4-1 Mayor Term; Mayor Qualifications
C4-2 Mayor Compensation
C4-3 Mayor Powers and Duties
C4-4 Mayor Pro Tem
C4-5 City Manager Appointment; Qualifications; Compensation
C4-6 City Manager Removal
C4-7 Acting City Manager
C4-8 City Manager Vacancy
C4-9 City Manager Powers and Duties”
2. The Table of Contents of the City Charter of the City of Plattsburgh City Code at Article VII is amended to read as follows:
“C7-5 Hiring a City Manager”
3. The City Charter of the City of Plattsburgh at Section C1-8 is amended so that the definition of “Officer” includes:
“d. The city manager.”
4. The City Charter of the City of Plattsburgh at Section C2-7 is amended and re-stated to read as follows:

“The city manager and each city board having appointive powers may remove any city officer appointed by them for dishonesty, incapacity, neglect of duty, or other irregularities, or for the reason that there are no longer any duties to be performed, giving such officers reasonable notice thereof and a reasonable opportunity to be heard, and such officer may be suspended pending an investigation of the possible grounds for removal. A hearing shall be had before the city manager or a hearing officer appointed by the city manager upon written charges, a copy of which shall be furnished to the accused.”

5. The City Charter of the City of Plattsburgh at Section C3-8(H) is amended and re-stated to read as follows:
 - H. To authorize the city manager or a designated city officer, to enter into contracts and execute deeds.

6. The City Charter of the City of Plattsburgh at Section C3-9 is amended and re-stated in its entirety to read as follows:
 - A. Appointments and Removals. Neither the common council nor any of its members shall in any manner control or demand the appointment or removal of any city administrative officer or employee whom the city manager or any subordinate of the city manager is empowered to appoint, but the council may express its views and fully and freely discuss with the city manager anything pertaining to appointment and removal of such officers and employees.
 - B. Interference with Administration. Except for the purpose of inquiries, and investigations under §C3-9, the council or its members shall not deal with city officers and employees who are subject to the direction and supervision of the city manager solely through the city manager and neither the council nor its members shall give orders to any such officer or employee, either publicly or privately.”

7. The City Charter of the City of Plattsburgh at Article IV is amended and re-stated so that the section headings in Article IV replicate and correspond with the Table of Contents of the City Charter of the City of Plattsburgh as set forth and described in Paragraph 1, above.

8. The City Charter of the City of Plattsburgh at Section C4-2 is amended and re-stated to read as follows:

“The compensation of the mayor shall be two and one half times the compensation of city councilor. Changes in such compensation may not be effective during the term of office during which the change is approved.”

9. The City Charter of the City of Plattsburgh at Section C4-3 is amended and re-stated in its entirety to read as follows:

A. The mayor shall be a voting member of the common council and shall attend and preside at meetings of the council, represent the city in intergovernmental relationships, appoint with the advice and consent of the council the members of citizen advisory boards and commissions, present an annual state of the city message, appoint the members and officers of council committees, assign council agenda items to committees, and perform other duties specified by the council. The mayor shall be recognized as head of the city government for all public purposes but shall have no administrative duties, except as expressly delegated herein.

B. Mayoral approval or veto.

(1) Every ordinance or resolution of the common council except for, the adoption of council rules, appointment of council officers and the adoption of the annual city budget and implementing ordinances and resolutions, shall be subject to approval or veto by the mayor before it becomes effective.

(2) If the mayor is in attendance at a meeting where the council passes an ordinance or resolution, he or she shall approve it, veto it or state his or her intention to defer a decision on approval or disapproval of the measure. If the mayor does not state his or her approval, veto or deferral of a decision, the measure shall be conclusively presumed to have been approved.

(3) If the mayor defers a decision on approval or disapproval, or is not in attendance at the meeting where the measure passed, within three business days of such meeting the city clerk shall deliver a copy to the mayor. Within five business days of receipt of the measure the mayor shall file his written approval or veto with the city clerk or the measure shall be deemed adopted. The measure may be delivered to the mayor by electronic mail addressed to the mayor's City of Plattsburgh email address. The mayor may file his approval or veto by electronic mail addressed to the city clerk's city of Plattsburgh's email address.

(4) If a measure is vetoed at a council meeting, it may not be reconsidered at that meeting, but may be reconsidered at council meeting held within 30 days. If upon reconsideration the measure receives four affirmative votes, it shall be adopted.

(5) The mayor shall have the power to veto a local law. The procedure for approving or vetoing a local law shall be as set forth in the Municipal Home Rule Law.

C. Five Year Plan. The mayor shall appoint and chair a committee of the council responsible for preparing a five year plan required under charter section C3-8G.

D. Community Growth and Development. The mayor shall act as liaison for the council in its dealings with the city manager on community development programs and projects."

10. The City Charter of the City of Plattsburgh is amended so that Section C4-5 entitled "City Manager Appointment; Qualifications; Compensation" is added and shall read as follows:

“The common council by a majority vote of its total membership shall appoint a city manager for an indefinite term and fix the manager's compensation. The city manager shall be appointed solely on the basis of education and experience in the accepted competencies and practices of local government management. The manager need not be a resident of the city or state at the time of appointment, but may reside outside the city while in office only with the approval of the council. No mayor or councilor shall be appointed city manager during his or her term in office or within one year after such term expires, however, the mayor or a councilor may be appointed acting city manager.”

11. The City Charter of the City of Plattsburgh is amended so that Section C4-6 entitled “City Manager Removal” is added and shall read as follows:

“If the city manager declines to resign at the request of the common council, the common council may suspend the manager by a resolution approved by the majority of the total membership of the common council. Such resolution shall set forth the reasons for suspension and proposed removal. A copy of such resolution shall be served immediately upon the city manager. The city manager shall have fifteen days in which to reply thereto in writing, and upon request, shall be afforded a public hearing, which shall occur not earlier than ten days nor later than fifteen days after such hearing is requested. After the public hearing, if one is requested, and after full consideration, the common council by a majority vote of its total membership may adopt a final resolution of removal. The city manager shall continue to receive full salary until the effective date of a final resolution of removal.”
12. The City Charter of the City of Plattsburgh is amended so that Section C4-7 entitled “Acting City Manager” is added and shall read as follows:

“By letter filed with the city clerk, the city manager shall designate a city officer or employee to exercise the powers and perform the duties of city manager during the manager's temporary absence or disability; the common council may revoke such designation at any time and appoint another officer of the city to serve until the city manager returns.”
13. The City Charter of the City of Plattsburgh is amended so that Section C4-8 entitled “City Manager Vacancy” is added and shall read as follows:

“The council shall act promptly to fill a vacancy in the office of city manager.”
14. The City Charter of the City of Plattsburgh is amended so that Section C4-9 entitled “City Manager Powers and Duties” is added and shall read as follows:

“The city manager shall be the chief executive officer of the city, responsible to the council for the management of all city affairs placed in the manager's charge by or under this charter. The city manager shall:

 - A. Appoint and suspend or remove all city employees and appointive administrative officers provided for by or under this charter, except as otherwise provided by law, this charter or personnel rules adopted pursuant to this charter. The city

manager may authorize any administrative officer subject to the manager's direction and supervision to exercise these powers with respect to subordinates in that officer's department, office or agency;

- B. Direct and supervise the administration of all departments, offices and agencies of the city, except as otherwise provided by this charter or by law;
- C. Attend all common council meetings. The city manager shall have the right to take part in discussion but shall have no vote.
- D. See that all laws, provisions of this charter and acts of the common council , subject to enforcement by the city manager or by officers subject to the manager's direction and supervision, are faithfully executed;
- E. Prepare and submit the annual budget and capital program to the common council, and implement the final budget approved by council to achieve the goals of the city;
- F. Submit to the common council and make available to the public a complete report on the finances and administrative activities of the city as of the end of each fiscal year;
- G. Make such other reports as the common council may require concerning operations;
- H. Keep the common council fully advised as to the financial condition and future needs of the city;
- I. Make recommendations to the common council concerning the affairs of the city and facilitate the work of the common council in developing policy;
- J. Provide staff support services for the mayor and council members;
- K. Assist the council to develop long term goals for the city and strategies to implement these goals;
- L. Encourage and provide staff support for regional and intergovernmental cooperation;
- M. Promote partnerships among council, staff, and citizens developing public policy and building a sense of community; and
- N. Perform such other duties as are specified in this charter or may be required by the common council.”

15. The City Charter of the City of Plattsburgh at Section C5-1(B) is amended and re-stated to read as follows:

“Direction by city manager. All departments, offices, and agencies under the direction and supervision of the city manager shall be administered by an officer appointed by and subject to the direction and supervision of the city manager. With the consent of council, the city manager may serve as the head of one or more such departments, offices, or agencies or may appoint one person as the head of two or more of them.”

16. The City Charter of the City of Plattsburgh at Section C5-1(E)(5) is amended and re-stated to read as follows:

“At the direction of the city manager, serve as a management representative in collective bargaining negotiations.”

17. The City Charter of the City of Plattsburgh at Section C5-4-1(A) is amended and re-stated to read as follows:

“Appointment.

There shall be a city clerk who shall be appointed by the city manager subject to confirmation by the common council. The city clerk shall be directly responsible to the city manager.”

18. The City Charter of the City of Plattsburgh at Sections C5-4-2(A) and (B) are amended and re-stated to read as follows:

- A. “Establishment; qualifications, appointment, term. There shall be a Department of Law headed by a corporation counsel who shall be appointed by the city manager subject to confirmation by the common council. He or she shall have been admitted to practice before the courts of the State of New York for not less than five years prior to appointment. Unless otherwise prescribed by state law, the corporation counsel’s term shall commence on the first day of February following commencement of the mayor’s term in office and shall end on January 31st following the expiration of the mayor’s term in office. The corporation counsel may be compensated on a salaried or hourly rate basis, or a combination thereof. The corporation counsel may engage in the private practice of law so long as it does not conflict with his or her duties and such practice is not conducted on city premises.
- B. Powers and Duties. The corporation counsel shall serve as chief legal adviser to the city manager, the common council and all city departments, offices and boards, and shall represent the city in all legal proceedings, and shall perform any other duties prescribed by state law, this charter and local law or ordinance. The corporation counsel may bring such actions and proceedings as are authorized by the city manager or common council. No claim, case or proceeding that requires the payment of money by the city may be settled without authorization by the common council. The corporation counsel may, with the written consent of the city manager employ counsel to assist him in the conduct of important cases or proceedings in which the city is interested or a party and may also, with the consent of the city manager and common council appoint an assistant corporation counsel to act in his or her place and stead, in case of his or her absence or disability.

19. The City Charter of the City of Plattsburgh at Section C5-4-4 is amended and re-stated in its entirety to read as follows:

“There shall be a Department of Finance headed by a city chamberlain who shall be appointed by the city manager subject to confirmation by the common council. He or she shall be qualified on the basis of his or her training and experience in financial management. He or she shall be directly responsible to the city manager.

- A. Powers and duties.

The Chamberlain shall:

- (1) Be the chief fiscal officer of the city responsible for all financial administration of the city; specifically, he or she shall:
 - a) Collect, receive, have custody of, deposit and disburse all fees, revenues and other funds of the city or for which the city is responsible.
 - b) Review and pay all payrolls, approved claims, expenses and other authorized disbursements of the city.
 - c) Perform the duties of an “enforcing officer” under the Real Property Tax Law.
 - d) Conduct the sale of all bonds pursuant to the provisions of the Local Finance Law and keep a record of all indebtedness, bonded or otherwise, of the city.
 - e) Provide adequate insurance and surety bond coverage to protect the city from all reasonable risks of loss or damage.
 - f) Submit to the city manager and the common council at the end of each quarter of the fiscal year, and such other times as requested, a complete statement of city finances as specified in the Administrative Code.
 - (2) Advise and assist the city manager and Council in the preparation of the mayor’s budget and the Council’s budget. Prepare for the corporation counsel’s review: laws, ordinances and resolutions adopting the city budget and the levying taxes.
 - (3) Act as the chief auditing and accounting officer of the city; specifically, he or she shall:
 - a) Maintain records of appropriations, encumbrances and expenditures and prescribe approved methods of accounting for all units of city government, unless otherwise required by the State Comptroller.
 - b) Certify the availability of funds for all requisitions, contracts, purchase orders and other documents by which the city incurs financial obligations or for the expenditure of funds for which the city is responsible.
 - c) Audit for approval of payment all lawful claims or charges against the city or against funds for which the city is responsible, in whole or in part, in the manner provided in the Administrative Code.
 - d) Audit the financial records and accounts of all units of city government charged with duties relating to funds of the city or for which the city is responsible.
 - e) Provide for budget controls and allocation of appropriated funds in efficient, economical and justifiable manners.
 - f) Review, evaluate and recommend changes to the city’s purchasing policy and procedures.
 - (4) Deputy Chamberlain. There shall be a deputy chamberlain appointed by the city manager and confirmed by the common council. The deputy chamberlain shall, unless otherwise prescribed by law, possess the powers and perform the duties of the chamberlain during the absence or inability to act of the chamberlain, or during a vacancy in the office.
20. The City Charter of the City of Plattsburgh at Section C6-1 is amended and re-stated in its entirety to read as follows:
“On or before October 8 of each year, the city manager shall submit to the common council, and file with the city clerk a budget for the ensuing fiscal year and an accompanying message. The budget and message shall be available to the public and the

clerk shall publish notice of a public hearing to be held not sooner than October 15, or later than October 22. As used in this article, the term "publish" means to print in the contemporary means of information sharing, which includes but is not limited to, one or more newspapers of general circulation in the city, and, if available, a city web site."

21. The City Charter of the City of Plattsburgh at Section C6-2 is amended and re-stated in its entirety to read as follows:

"The city manager's message shall explain the budget both in fiscal terms and in terms of the work programs, linking those programs to organizational goals and community priorities. It shall outline the proposed financial policies of the city for the ensuing fiscal year and the impact of those policies on future years. It shall describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the city's debt position, including factors affecting the ability to raise resources through debt issues, and include such other material as the city manager deems desirable. The term "major change" includes but is not limited to: a deficit or surplus that is more than five percent (5%) of the current year's budgeted amount for a department or program; a new program or activity which will include a description of the need, cost, and funding source."
22. The City Charter of the City of Plattsburgh at Section C6-4(C) is amended and re-stated to read as follows:

"C. Failure to Adopt. If the common council fails to adopt a budget within 14 days of the start of the fiscal year, the budget submitted by the city manager and all implementing ordinances shall take effect."
23. The City Charter of the City of Plattsburgh at Section C6-6 is amended and re-stated in its entirety to read as follows:

"The budget may be amended after it is adopted, as follows:

 - A. Supplemental Appropriations. If during the fiscal year the city manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the common council by ordinance may make supplemental appropriations for the year up to the amount of such excess.
 - B. Emergency Appropriations. To meet a public emergency, or to pay a judgment against the city, or a catastrophic loss in an amount in excess of the city's insurance coverage, the common council may make emergency appropriations. To the extent that there are no available unappropriated revenues or a sufficient fund balance to meet such appropriations, the council may borrow funds to pay such costs on such terms as are permitted by the Local Finance Law.
 - C. Reduction of Appropriations. If it appears to the city manager that there is likely to be insufficient revenue or unappropriated funds to pay an appropriation, he or

she shall promptly inform the common council of the amount of the estimated deficit and recommend a course of action. The common council may, by ordinance or resolution, reduce one or more unencumbered appropriations to eliminate such deficit.

D. Transfer of Appropriations. The common council may, by resolution, transfer an unencumbered appropriation from one budget category to another. The city manager may transfer an appropriation for an activity or program within a department to another activity or program within such department and shall inform the council of such action on or before the next regular council meeting.

E. Public Borrowings. Nothing in this Article shall be construed to limit the city's borrowing powers under the Local Finance Law."

24. The City Charter of the City of Plattsburgh at Section C6-7(A) is amended and re-stated to read as follows:

"A. The city manager shall prepare and submit to the common council a five year capital program no later than October 8th of each year."

25. The City Charter of the City of Plattsburgh at Section C6-10 is amended and re-stated in its entirety to read as follows:

"No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the city manager or the city chamberlain first certifies that there is an unencumbered appropriation to pay such expense. Any authorization of payment, or incurring of obligation, in violation of the provisions of this article shall be void, and any payment so made illegal. Any city officer or employee who knowingly pays, or causes the city to become obligated to pay any expense without an appropriation sufficient to pay the cost thereof shall be liable to the city for the amount so paid, and may be removed from office or discharged. This section does not prohibit the city from entering into contracts, leases or other obligations which require the city to make payments over more than one fiscal year."

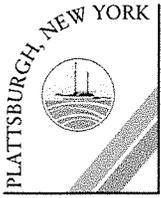
26. The City Charter of the City of Plattsburgh at Section C7-1 is amended and re-stated in its entirety to read as follows:

"These Charter amendments shall be submitted to the electors of the City of Plattsburgh for approval at the general election occurring November 8, 2016. Except as otherwise provided, these Charter Amendments shall, upon approval by referendum in the manner provided by law, become effective as of January 1, 2020. This Charter, inclusive of these amendments, shall supersede the City of Plattsburgh Charter in effect on the date of the 2016 general election."

27. The City Charter of the City of Plattsburgh is amended so that Section C7-5 entitled "Hiring a City Manager" is added and shall read as follows:

“On or before March 1, 2018 the mayor shall appoint a search committee for the position of city manager which shall consist of the mayor and not less than two councilors. The committee shall submit recommendations to the common council for approval regarding qualifications and terms of employment for a city manager. The mayor’s 2018 budget proposal for the 2019 fiscal year shall include an appropriation for the position. The search committee shall invite the councilors elected at the 2018 general election to participate in employment interviews. The members of the common council who take office January 1, 2019 shall hire a city manager by July 1, 2019. The common council may appoint an acting city manager if the position of city manager cannot be filled promptly.

28. This Local Law shall take effect upon approval by the Mayor and filing with the New York Secretary of State and shall be submitted to the electors of the City of Plattsburgh for approval at the general election occurring November 8, 2016. This Local Law amending the Charter shall, upon approval by referendum in the manner provided by law, become effective as of March 1, 2018 and January 1, 2020, as described above and shall supersede the then current City Charter of the City of Plattsburgh.



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: August 1, 2016
MEMO TO: Mayor Calnon
FROM: Richard Marks
RE: Budget Transfer - City Clerk Conferences

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

Decrease: Appropriation: City Clerk Contract Services	1-1410000 4430	\$250.00
Increase: Appropriation: City Clerk Conferences	1-1410000-4462	\$250.00

This request provides for a transfer within the 2016 General Fund Budget for the under budgeted costs for the Fall Training School for City and Village Clerks as part of the City Clerk Conferences budget item. The transfer of \$250.00 to supplement the budget for the estimated cost is being made from the City Clerk Contract Services budget line, requiring no change to the total General Fund Budget for 2016.

Thank you for your attention to this request.

Cc: Carole Garcia
Sylvia Parrotte



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

TO: Mayor Calnon and the Common Council

FROM: Richard Marks, City Chamberlain

DATE: August 3, 2016

RE: Delinquent Property Tax Sale Revenue

It is being requested from the City Chamberlain's office to amend the 2016 Budget as follows:

Increase Estimated Revenue - Gain on Property Disposal	00001110-1051	\$81,360.95
Increase Appropriations - Engineer Contract Services	11440000-4430	\$50,000.00
Increase Appropriations - Human Resources Contract Services	11430000-4430	\$ 6,440.00
Increase Appropriations - City Clerk Contract Services	11430000-4430	\$ 6,600.00
Increase Appropriations - Community Dev. Materials/Supplies	16330000-4330	\$18,320.95

This request provides for the recognition of the net amount of the delinquent property tax sale proceeds from the June 29th, 2016, public auction and the corresponding projects the Mayor has directed be appropriated in his attached email as use of the estimated revenue increase to the 2016 General Fund Budget. The Common Council approved funding of these projects in the further attached resolution 7J, dated July 14th, 2016, in anticipation of receipt of the estimated revenue. Both the Mayor's email directive and the Council's resolution underestimated the amount of the revenue by \$506.31, which is being adjusted for as additional funding to the Community Development Materials & Supplies account as detailed above.

Thank you for your attention to this request.

CC: Carole Garcia

Marks, Richard A.

From: Calnon, Jim
Sent: Wednesday, July 13, 2016 10:17 AM
To: Marks, Richard A.
Subject: RE: Approval of foreclosed property sales

Richard,

Would you prepare a resolution allocating the proceeds of the auction.

Adding the revenue to the appropriate line: 80,854.64.

Allocating it in the expense accounts necessary to:

1. \$50,000 for the ADA Self-Assessment that is Item I of Thursday's agenda.
2. \$6,440 for the first year of the contract described below. It can run for three years, that will be our option.
3. \$6,600 for the first of three installments for E-Code. I will send data on that in a few minutes.
4. The rest, I will ask to have placed in the Community Development Budget for materials and supplies related to the Downtown Revitalization Award. We will need to have some materials to present the vision, etc.

Thanks

Jim

From: Marks, Richard A.
Sent: Tuesday, July 12, 2016 1:17 PM
To: Parrotte, Sylvia; Calnon, Jim; Carlin, Beth; Kasper, Becky; Dowdle, Dale; Kretser, Joshua; Kelly, Michael; Paul O'Connell; Armstrong, Rachelle
Cc: Garcia, Carole S.
Subject: Approval of foreclosed property sales

Mr. Mayor,

The following resolution is necessary for the approval of the 2016 auction results for the sale of the foreclosed properties owned by the City:

Request from the City Chamberlain to accept the June 29th, 2016, auction results as listed in the attached report and to approve the sale of three properties seized for 2014 and prior delinquent property taxes.

Please add this resolution to the next available meeting agenda.

Thank you,

RAM

Richard Marks
City Chamberlain
City of Plattsburgh
6 Miller Street
Plattsburgh, NY 12901
518-563-7704

H. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to adjust the 2016 Budget for the City by \$79,059.24 for the retroactive payroll released on July 1st, 2016, to all AFSCME employees affected by the union contract dated July 1st, 2015. The amount effects the unassigned fund balance of the General, Water and Sewer Funds appropriating amounts necessary to balance their respective 2016 Budgets for the unbudgeted payroll costs and it also increases the transfer from the General Fund to the Rec Complex Fund.

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:

I. RESOLVED: In accordance with the request therefore the Common Council approves the recommendation for “ADA Self-Assessment Plan” contract #2016-04 be awarded to “United Spinal Association Accessibility Services Program”, for a total cost not to exceed \$50,000.00.

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:

J. RESOLVED: That the Common Council anticipates receipt of \$80,854.64 in revenue as a result of the foreclosure sale of tax-delinquent properties, and;

BE IT FURTHER RESOLVED: That, upon receipt, the Common Council allocates that revenue as follows:

1. \$50,000 for the ADA Self-Assessment that is Item I of today’s agenda.
2. \$6,440 for the first year of a salary schedule study.
3. \$6,600 for the first of three installments for E-Code.
4. \$17, 814.64 to Community Development for unanticipated costs associated with the implementation of the Downtown Revitalization Initiative Award.

By Councilor _____; Seconded by Councilor _____

Discussion:

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



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

TO: Mayor Calnon and the Common Council
FROM: Richard Marks, City Chamberlain
DATE: August 1, 2016
RE: Budget Transfer - Acoustic Pipe Integrity Testing

It is being requested from the City Chamberlain's office to amend the 2016 Budget as follows:

Decrease Appropriations – Water Fund T&D Vehicle Sup	48340000-4320	\$22,150.00
Increase Appropriations – Water Fund T&D Contract Svcs	48340000-4430	\$22,150.00

This request provides for the unbudgeted cost to perform an e-pulse field test to measure acoustic pipe integrity on the water distribution pipes that are failing in the Plattsburgh Air Base community infrastructure owned by the City. The 2016 Water Fund Budget will remain unchanged in total by this transfer of cost from the vehicle supplies line item to the contract services line item

Thank you for your attention to this request.

CC: Carole Garcia
Mike Brodi
Mike Bessette



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: August 1, 2016
MEMO TO: Mayor Calnon
FROM: Richard Marks
RE: Finance & Data Processing – Budget Transfers

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

Decrease: Appropriation: Finance – Regular Payroll	1-1310000 1100	\$ 5,080.00
Decrease: Appropriation: DP – Regular Payroll	1-1680000 1100	\$14,920.00
Increase: Appropriation: DP – Contract Services	1-1680000-4430	\$20,000.00

This request provides for a transfer within the 2016 General Fund Budget for the unbudgeted costs for the temporary labor services to provide for customer service staff while the process to hire permanent employees is pursued through civil service. The transfer of \$20,000.00 for the estimated cost is being made from the regular payroll lines budgeted in the Finance and Data Processing segments 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



Department of Assessment

Kathy A Livingston
Assessor
41 City Hall Place
Plattsburgh, NY 12901
518-563-7708
518-563-6684 fax
livingstonk@cityofplattsburgh-ny.gov

August 2, 2016

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

Re: Appointment to Board of Assessment Review

Dear Mayor & Councilors:

I recommend the re-appointment of Ms. Carolyn Cowin to the City's Board of Assessment Review. The appointment would be for the term effective 10/1/2016 and expiring on 9/30/2021.

Thank you for your consideration.

Sincerely,

Kathy Livingston
Assessor

Carlin, Beth

From: Geddes, Sandra
Sent: Tuesday, August 02, 2016 3:33 PM
To: Carlin, Beth
Subject: agenda item?

- for next week's agenda.... First Weekends requests the use of the Bandshell for a First Weekends 'End of Season' concert on 9/3. 3p.m.-8p.m.

They will be putting up their big tent, so she is aware that they have to do digsafes ☺ Just a heads up ☺

Sandra Geddes, Promotions & Special Events Coordinator
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901
P: (518) 536-7458/F: (518) 324-7576
Email: geddess@cityofplattsburgh-ny.gov



*Agenda
8-11-16*

*Dig safe Required
Insurance Required
Electric ?
portable stages?*



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: August 3, 2016
MEMO TO: Mayor Calnon
FROM: Richard Marks 
RE: AFSCME Payroll – Budget Adjustment

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

Increase: General Fund Assigned Appropriated Fund Balance	1-0599	\$72,872.90
Water Fund Assigned Appropriated Fund Balance	4-0599	\$26,070.40
Sewer Fund Assigned Appropriated Fund Balance	5-0599	\$35,158.40
Rec Complex Inter-Fund Revenues	00002228-2810	\$11,220.40
Decrease: Parking Fund – Contract Services	3-5650000-4429	\$ 624.00
Increase: Appropriation – Mayor Regular Payroll	1-1210000-1100	\$ 819.00
Appropriation – Finance Regular Payroll	1-1310000-1100	\$ 3,482.70
Appropriation – Assessment Regular Payroll	1-1355000-1100	\$ 900.90
Appropriation – City Clerk Regular Payroll	1-1410000-1100	\$ 1,874.60
Appropriation – Engineer Regular Payroll	1-1440000-1100	\$ 2,886.00
Appropriation – Data Processing Regular Payroll	1-1680000-1100	\$ 1,465.10
Appropriation – Police Regular Payroll	1-3120000-1100	\$ 3,172.00
Appropriation – Fire Regular Payroll	1-3410000-1100	\$ 1,560.00
Appropriation – Building Inspector Regular Payroll	1-3620000-1100	\$ 3,913.00
Appropriation – Street Admin Regular Payroll	1-5010000-1100	\$ 927.20
Appropriation – Street Maint Regular Payroll	1-5110000-1100	\$ 22,890.80
Appropriation – System IT Regular Payroll	1-6500000-1100	\$ 2,038.40
Appropriation – Recreation Regular Payroll	1-7020000-1100	\$ 8,007.60
Appropriation – Waste Collection Regular Payroll	1-8160000-1100	\$ 4,064.80
Appropriation – Parks & Beaut. Regular Payroll	1-8510000-1100	\$ 3,650.40
Appropriation – Transfers Rec Complex	1-9515000-9000	\$ 11,220.40
Appropriation – Rec Complex Admin Reg. Payroll	2-7210000-1100	\$ 1,944.80
Appropriation – Rec Complex Beach Reg. Payroll	2-7215000-1100	\$ 5,090.40
Appropriation – Rec Complex Crete Reg. Payroll	2-7220000-1100	\$ 250.80
Appropriation – Rec Complex Gym Reg. Payroll	2-7221000-1100	\$ 3,934.40
Appropriation – Parking Regular Payroll	3-5650000-1100	\$ 624.00
Appropriation – Water Fund Admin Reg. Payroll	4-8310000-1100	\$ 1,268.80
Appropriation – Water Fund Purification Reg. Pay	4-8330000-1100	\$ 3,544.00
Appropriation – Water Fund Trans/Dist. Reg. Pay	4-8340000-1100	\$ 21,257.60

Appropriation – Sewer Fund Admin Reg. Payroll	5-8110000-1100	\$ 915.20
Appropriation – Sewer Fund San. Sewer Reg. Pay	5-8120000-1100	\$ 22,401.60
Appropriation – Sewer Fund WPCP Flow Reg. Pay	5-8130000-1100	\$ 11,841.60

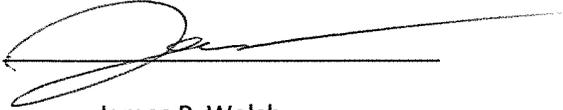
This request provides for a \$134,725.70 increase in the budgeted amount for employee regular payroll affecting City of Plattsburgh funds that provide for the unbudgeted payroll costs related to the employees included in the AFSCME Union contract settlement for pay increases from July, 1st, 2015, and forward. The offsetting entry increases the General, Water and Sewer Fund Assigned Appropriated Fund Balances being used to balance their respective 2016 Budgets for these unbudgeted appropriations as listed above. The adjustment increases the 2016 Total City Budget for appropriations by \$134,725.70. The increase of \$72,872.90 to the appropriated budget deficit for balancing the 2016 Budget in the General Fund, increases the reduction to the unassigned fund balance to \$199,412.83.

Thank you for your attention to this request.

Cc: Carole Garcia
City Managers

To Whom It May Concern,

I, James P. Welch, employee # 418, am requesting a leave of absence from my current position as Maintenance Worker II at the City of Plattsburgh Department of Public Works for the period of 1 year as a result of my provisional appointment as a Municipal Code Inspector at the City of Plattsburgh Building Inspectors office.



James P. Welch

8/4/16

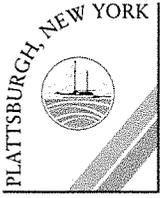
Date



Arsene M. Brodi
Superintendent of Public Works

8/4/16

Date



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

TO: Mayor Calnon

FROM: Richard Marks

DATE: August 5, 2016

RE: Budget Transfer – Instrumentation Preventive Maintenance

It is being requested from the City Chamberlain's office to amend the 2016 Budget as follows:

Decrease Appropriations – Water Purification T&S Equip. 48330000-2400 \$8,000.00

Increase Appropriations – Water Purification Bldgs. & Grounds 48330000-4340 \$8,000.00

This request provides for the current unbudgeted cost to perform preventive maintenance services on the filtration plant instrumentation, as well as, periodic electrical maintenance services on the plant systems for the remainder of the year, that are being requisitioned against the Purification Buildings & Grounds line item. The 2016 Water Fund Budget will remain unchanged in total by this transfer of appropriation from the Purification Technical & Special Equipment line item.

Thank you for your attention to this request.

CC: Carole Garcia
Jon Ruff
Bill Todd



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

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held August 11th, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on August 11th, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2016, includes a Public Service Equipment category, and

WHEREAS, the Engineering and Planning Department established a 2016 Equipment Purchase project for items included in the Public Service Equipment category of the Capital Expenditure Plan adopted January 14th, 2016, and

WHEREAS, the cost of the 2016 Equipment Purchase project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2016, and is being revised, as follows:

	2016 Capital Plan	2016 Estimated Cost	2016 Revised Cost
H.D. Dump Truck w/plow (W/S/G)	\$ 215,000	\$ 215,000	\$ 215,000
Ambulance (Fire)	195,000	195,000	195,000
Asphalt Dump Truck (W/S/G)	135,000	135,000	135,000
Sweeper Truck (DPW)	75,000	75,000	75,000
Small Municipal Tractor (DPW)	50,000	50,000	50,000
20 Ton Trailer (W/S/G)	35,000	35,000	35,000
Maintenance Vehicle (W/S/G)	35,000	35,000	35,000
Pickup Truck (Fire)	30,000	30,000	32,586
Handheld Pipe/Leak Locator (Water)	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Total	<u>\$ 790,000</u>	<u>\$ 790,000</u>	<u>\$ 792,586</u>
Project Funding:			
General Fund	\$ 490,000	\$ 490,000	\$ 492,586
Water Fund	160,000	160,000	160,000
Sewer Capital Reserve	<u>140,000</u>	<u>140,000</u>	<u>140,000</u>
Total	<u>\$ 790,000</u>	<u>\$ 790,000</u>	<u>\$ 792,586</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 11th day of August 2016, as follows:

- 1) That, the amount of Seven Hundred Ninety-two Thousand Five Hundred Eighty-six and 00/100 (\$792,586.00) Dollars is hereby appropriated for the capital project 2016 Equipment Purchase (H5110.56) for the revised cost of the equipment listed above and is hereby authorized to be expended for such purpose.
- 2) That, Four Hundred Ninety-two Thousand Five Hundred Eighty-six and 00/100 (\$492,586.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance is to be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 3) That, One Hundred Sixty Thousand and 00/100 (\$160,000.00) Dollars of such appropriation be provided by funding from the Water Fund operations but that such advance is to be repaid to the Water Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonds.
- 4) That, One Hundred Forty Thousand and 00/100 (\$140,000.00) Dollars of such appropriation be provided by funding from the Sewer Capital Reserve.
- 5) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Post Office Box 301
5194 Commercial Drive
Yorkville, New York 13495
 315-724-4216 • Fax 315-724-4248 • carbonecars.com

<u>Item Description</u>	<u>Code</u>	<u>Qty</u>	<u>MSRP</u>	<u>Your Price</u>
2017 Ford F350 Regular Cab Reference Citi Boces B16-8021 Lot C	F3B	1	\$38,935.00	\$28,263.00
Upgrade To Crew Cab	W3B	1	\$4,000.00	\$3,794.00
Power Equipment Group (Windows, Locks, Mirrors)	51R	1	\$1,125.00	\$1,035.00
Remove Platform Running Boards From Bid	18B	1	\$320.00	(\$295.00)
Remove Skid Plates From Bid	41P	1	\$100.00	(\$92.00)
Remove Splash Guards From Bid	61S	1	\$130.00	(\$119.00)
Delivery Fee		1	Included	Included
Total Price Delivered To You:		1		\$32,586.00
Term is net 15 days A.R.V. This is and ordered unit and may Take and estimated 16 weeks for delivery. This quote is valid for 30 days or final order date, whichever comes first.				

City of Plattsburgh Fire Dept

Contact: Chief Scott Lawliss

Address:

65 Cornelia St

Plattsburgh, NY 12901

Phone: 518-561-3780

Ref: Citi BOCES bid #B16-8021 Lot C Piggyback



Cooperative Purchasing

AMY S. RHINEHART
 School Purchasing Officer
 P: 315.963.4253 | C: 315.297.3214
 arhinehart@CITiboces.org

MEMORANDUM

TO: Christopher J. Todd, District Superintendent
FROM: Amy Rhinehart, School Purchasing Officer
SUBJECT: Bid Award #B16-8021 Multiple Vehicles
DATE: 5/9/16
CC: Michael Sheperd, Assistant Superintendent for Administrative Services
 Gisele Benigno, Coordinator of Business Administration, PR & Special Projects

The Center for Instruction, Technology & Innovation (CITI) coordinated a cooperative multiple vehicles bid for the participation of CITI and the following school districts: Fulton City School District, and Hannibal Central School District.

Bid proposals were opened for Multiple Vehicles Bid #B16-8021 on Thursday, May 5, 2016 at 11:30 a.m. In addition to advertising the bid in the Palladium Times and posting the bid materials on the CITI public website, solicitations were e-mailed directly to fifty-five (55) recipients of which one (1) responded.

The following tables are a compilation of bid submission and award:

Lot A: 2016 or Newer Chevrolet Impala LS (Quantity = 3)

Vendor Name	Lot A
Carbone Auto Group	\$17,719 each/\$53,157 for three (3) 2017 Ford Fusion S <i>Delivery 90 – 120 days after receipt of order</i>

****No award recommendation. CITI is exercising its right to reject the bid for Lot A to pursue a purchase off of New York State Contract.**

Lot B: 2016 Ford, Chevrolet, GMC or Dodge Ram Stake Rack w/Dump Bed & Lift Gate

Vendor Name	Lot B
Carbone Auto Group	\$42,804: 2017 Ford F350 <i>Delivery 90 to 120 days after receipt of order</i>



Cooperative Purchasing

AMY S. RHINEHART
 School Purchasing Officer
 P: 315.963.4253 | C: 315.297.3214
 arhinehart@CITiboces.org

Lot C: 2016 or Newer Ford F-350 Pickup Truck or similar Chevrolet or GMC with Snow Removal Accessories

Vendor Name	Lot C
Carbone Auto Group	\$28,263: 2017 Ford F350 \$8,055: Snow Removal Accessories \$36,318: Grand Total (Truck + Snow Removal Accessories) <i>Delivery 90 to 120 days after receipt of order</i>

Recommendation: The Multiple Vehicles Bid with a contract date of May 12, 2016 – December 31, 2016 be awarded in the following manner:

- Lot A: No Award
- Lot B: Carbone Auto Group
- Lot C: Carbone Auto Group

Total Bid Award: Lot B and Lot C: **\$79,122**

Lot C: 2016 or Newer Ford F-350 Pickup Truck or similar Chevrolet or GMC

Year: 2017

Make: FORD

Model: F350

Delivery: Hamilton Central School District, 928 Cayuga Street, Hamilton, NY 12074

Taking into account build and ship times, please state estimated delivery:

90-120 days After receipt of Purchase Order

Check YES if the vehicle you are bidding is equipped with the specification listed. Check NO if the vehicle you are bidding is NOT equipped with the specification listed. List the variance under VARIANCE.

Specifications	Yes	No	Variance
• 1 Ton capacity, single axle, 4WD	X		
• Regular Cab with Box (9')	X		
• Engine - V8	X		
• Transmission - automatic	X		
• Automatic locking hubs	X		
• Slid plate package	X		
• Front splash guards/front and rear mud flaps	X		
• Snow plow prep package	X		
• Trailer tow package - Class IV Receiver Hitch free snow removal accessories below	X		
• All terrain tires: LT 285/70R17E 85W(KL) w/Matching Spare	X		
• Auxiliary switches	X		
• Standard AM/FM radio	X		
• Delay wipers	X		
• Air conditioning	X		
• Tilt wheel	X		
• Tow command integrated trailer brake controller	X		
• 6" oval tube running boards	X		
• Auto, limited slip (ratio 3.73)	X		
• Recovery hooks (front and back)	X		
• Cargo light	X		
• Standard PATS key	X		
• Extra ignition keys: 2 extra (total of 4 keys)	X		
• Rear defrost, heated mirrors, vinyl floor covering	X		
• Please specify standard color options:			

Lot C Truck Price \$ 28,263

Black, Carbon, Magnetic, Blue, Red, Silver, White

- Snow Removal Accessories**
- BOSS Straight Blade Steel Snow Plow - 9'
 - Complete Plow mounting kit for plow
 - Western Brand Low Profile Tailgate (S&H) Spreader - Model 12500 with receiver hitch mount & on/off control with adjustable lead gate & deflector
 - 18" LED amber strobe light (yellow magnetic cab mount)
 - Tail light strobe kit (lighting system)
 - Receiver Hitch W/2 5/16 ball

Lot C Snow Removal Accessories Price \$ 8055

Lot C Total Price (Truck + Snow Removal Accessories) \$ 36,318.00

ANY ADDITIONAL OEM OPTIONS

AVAILABLE AT 3% DISCOUNT MINIMUM



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

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held August 11th, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on August 11th, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2010, includes a Water Source of Supply category, and

WHEREAS, the Engineering and Planning Department established a 2010 Meade Dam Design and Bidding Work Project that is provided for in total in the Capital Expenditure Plan adopted January 14th, 2010, and

WHEREAS, the cost of the 2010 Meade Dam Design and Bidding Work Project has been estimated by the Engineering and Planning Department to include the project elements and is being revised again to include additional design cost, as follows:

	2010 Capital Plan	2010 Estimated Cost	2014 Revised Cost	2016 Revised Cost
Design and bidding work	\$ <u>250,000</u>	\$ <u>250,000</u>	\$ <u>350,000</u>	\$ <u>650,000</u>
Total	\$ <u>250,000</u>	\$ <u>250,000</u>	\$ <u>350,000</u>	\$ <u>650,000</u>
Project Funding:				
Water Capital Reserve	\$ 250,000	\$ 250,000	\$ 350,000	\$ 350,000
Water IIC's - Meade Dam	<u> -</u>	<u> -</u>	<u> -</u>	<u>300,000</u>
Total	\$ <u>250,000</u>	\$ <u>250,000</u>	\$ <u>350,000</u>	\$ <u>650,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 11th day of August 2016, as follows:

- 1) That, the amount of Six Hundred Fifty Thousand and 00/100 (\$650,000.00) Dollars be and it is hereby appropriated to the Capital Project **2010 Meade Dam Design and Bidding Work Project (Project H8320.68)** for the 2016 revised cost of the Capital Project described above is hereby authorized to be expended for such purpose.
- 2) That, Three Hundred Fifty Thousand and 00/100 (\$350,000.00) Dollars of such appropriation be provided by the Water Capital Reserve fund.
- 3) That, Three Hundred Thousand and 00/100 (\$300,000.00) Dollars of such appropriation be provided by the Water IIC charges accumulated in the fund for the Meade Dam rehabilitation.
- 4) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK

Marks, Richard A.

From: Ruff, Jonathan
Sent: Friday, July 01, 2016 2:20 PM
To: Marks, Richard A.
Cc: Calnon, Jim
Subject: Mead Dam

RAM,

We need to do some more work at Mead Dam so H8320.68 Mead Design is going to need some more money in it. I think there is about \$316,000 remaining in the Water Fund balance for Mead IICs. Also, H8320.63 can be closed out freeing up about \$16,000.

How about we increase the appropriation to H8320.68 by \$300,000? That will provide more than enough for what we need to do for now and it will get the IIC money out of the FB.

Jonathan P. Ruff, P.E.
Environmental Manager
City Hall
41 City Hall Place
Plattsburgh, NY 12901
518-536-7519 (w)
518-726-6377 (c)
518-563-6083 (fax)



Department of Assessment

Kathy A Livingston
Assessor
41 City Hall Place
Plattsburgh, NY 12901
518-563-7708
518-563-6684 fax
livingstonk@cityofplattsburgh-ny.gov

August 2, 2016

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

Dear Mayor and Council Members:

I request approval to travel and complete a continuing education course in order to fulfill my NYS requirements as a Certified Assessor.

The course is entitled *Analysis of Vacant Land* and is being presented in Norwich, NY on August 19, 2016. The cost will not exceed \$591, which will be paid out of Training/Education and Mileage expense accounts.

Thank you for your consideration. Please contact me if you have any additional questions or require additional information.

Respectfully submitted,

Kathy Livingston
Assessor