

1. Agenda

Documents:

[AGENDA 08-25-16.PDF](#)

2. Supporting Documents

Documents:

[MEETING DOCS 082516.PDF](#)

3. Claims Analysis

Documents:

[CLAIMS ANALYSIS 082516.PDF](#)

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

August 25, 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 August 11, 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 17, 2016 in the amount of **\$ 490,219.66** and August 24, 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 August 11-24, 2016
- Report from the Building Inspector’s office August 23, 2016
- Report of Public Hearing held by the Zoning Board of Appeals on August 15, 2016

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

By Councilor _____; Seconded by Councilor _____

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

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the weeks ending August 19, 2016 in the amount of \$ **428,089.92** and August 26, 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. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to adjust the 2016 General Fund Budget by an increase of \$3,954.70, equally to estimated revenue for insurance recovery and to buildings & grounds supplies for South Acres Park to recognize the GEICO reimbursement for the auto accident damage to the fence repaired by C&E Fencing.

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 Building Inspector to refund \$20.00 to Barbara Gilman for Building Permit # 1084 (for 77 Bailey Ave) for a fence installation due to her removing her hedge to comply with Hedge Law.

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 MLD to write-off unpaid final bills from May 1, 2015 to May 31, 2015 in the total amount of \$8,254.19. The percentage of write-offs for this period is .77%.

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 renewing the contract with Plattsburgh Housing Authority for the provision of Supplemental Police Services by a Plattsburgh Police Officer (2016-2017). The total revenue for the City is billed on a monthly basis to cover the cost of our officer.

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 following street closures during the Battle of Plattsburgh weekend events September 8-11, 2016:

Friday, 9/9

- City Hall Place closed 5:30p.m.-10p.m.
- Lower Court Street and Trinity Place will be closed 12p.m.-10p.m.

Saturday, 9/10

- City Hall Place will be closed 9a.m.-8p.m.
- Bridge Street will be accessible until 12:30p.m. in which it will be closed with limited access until 2:30p.m. for the Battle of Plattsburgh Parade
- Cumberland Avenue-Wilcox Dock, closed/limited access from 1p.m.-after parade.
- Lower Court Street and Trinity Place will be closed 8a.m.-10p.m.

Sunday, 9/11

- City Hall Place will be closed beginning at 8a.m.-3:30p.m.
- Lower Court Street and Trinity Place will be closed 8a.m.-3:30p.m.
- Upper Bridge Street to Pike Street will be closed beginning at 9:30a.m.-12p.m. Partial

closure of Jay, Hamilton, Club & US Oval from 9:45a.m. – 11p.m. for the 5K Invasion Run.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

F. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to increase the 2016 Sewer Fund budget for the WPCP operations by \$82,250.00 for unbudgeted costs for various lines items for equipment repairs and parts and supplies and 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:

G. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to transfer \$103,904 between several Police Department budget items and also increase the use of the General Fund Appropriated Fund Balance, in order to cover under budgeted items related to employee separation costs, contract services, motor vehicle repairs, supplies and printing costs. The effect of the transfer between accounts increases the 2016 General Fund budgeted appropriations by \$97,294.

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 revise capital project H5110.50, 2015 Street Resurfacing, for the increased cost of \$170,000 for Fort Brown Drive to be covered by NYS CHIPS funding.

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 City Chamberlain to revise capital project H5110.58, 2016 Saranac River Trail, for the demolition cost of \$200,000 for the Saranac Street Bridge to be covered by the General 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:

J. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.57, 2016 Street Resurfacing, for the increased cost of \$292, 000 for Lorraine Street to be covered by the General Fund for \$192,000 and the Water Fund by \$100,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

K. RESOLVED: In accordance with the request therefore the Common Council approves Engineering Contract #2016 -06/07 “2016 City Street Paving – Fort Brown and Sandra Avenue” be awarded to Luck Bros for the bid price of \$455,312.31

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 Engineering Contract #2016 -10 "Saranac Street Bridge Superstructure Removal" be awarded to Severson Environmental Services for the bid price of \$177,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

8. TRAVEL REQUEST:

A. RESOLVED: In accordance with the request therefore the Common Council approves two Police Department Employees to attend "2016 IMPACT Training Conference" from September 12-14, 2016 in Saratoga Springs, NY. The total cost will not exceed \$564.00 and will be expensed out of the Asset Forfeiture 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:

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: _____



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 24, 2016

RE: Fire and Ambulance Responses

For this two week period: Thursday, August 11, 2016 through Wednesday, August 24, 2016 our Department has responded to the following:

Fire Calls	<u>32</u>
	2 building fire
	6 system activation
	10 EMS assist
	10 MVA
	1 gasoline or other flammable liquid spill
	2 excessive heat scorch burns
	1 arcing
Ambulance Calls	115
Mutual Aid by CVPH	13



COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
GARBAGE	2
GRASS	6
PROPERTY MAINTENANCE	4
ZONING VIOLATION	2
DEPARTMENT TOTALS	14
REPORT TOTALS	14

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



DEPARTMENT: Building Inspector

REFERENCE LOCATION CASE COMMENT
COMPLAINT/VIOLATION

441 115 COURT ST ADIRONDACK REGIONAL THEATRE 08/15/2016

VIOLATION SEVERITY 0 COMPLI BY COMPLIED 8 DAYS OPEN
GRASS AT 115 COURT ST. GRASS OVERGROWN.
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT INSPECTION DONE 08/17/16 08/18/16 08/18/16
NOTICE INSPECTION DONE 08/20/16 08/18/16
FOLLOW UP INSPECTION DONE 08/25/16 08/19/16
ORDER REMEDY NEW
APPEARANCE TICKE OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 08/18/16 08/18/16 FAILED .00
COMPLAINT/VIOLATION TOTALS .00

443 13 COUCH ST DORIS DEIF 08/16/2016

VIOLATION SEVERITY 0 COMPLI BY COMPLIED 7 DAYS OPEN
GRASS AT 13 COUCH TALL GRASS AND WEEDS
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT INSPECTION DONE 08/17/16 08/17/16
NOTICE INSPECTION NEW
FOLLOW UP INSPECTION NEW
ORDER REMEDY NEW
APPEARANCE TICKE OTHER NEW

COMPLAINT/VIOLATION TOTALS .00

453 14 WILLIAM ST MATTHEW BEDFORD 08/22/2016

VIOLATION SEVERITY 0 COMPLI BY COMPLIED 1 DAYS OPEN
GRASS AT 14 WILLIAMS ST. GRASS AND WEEDS TALL AND NOT MOWED.
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT INSPECTION NEW
NOTICE INSPECTION NEW
FOLLOW UP INSPECTION NEW
ORDER REMEDY NEW
APPEARANCE TICKE OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 08/24/16 08/24/16 .00
COMPLAINT KEN PRIMARD .00
COMPLAINT/VIOLATION TOTALS .00



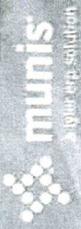
DEPARTMENT: Building Inspector
REPORTING PERIOD: 08/10/16 TO 08/23/16

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

444 15 COUCH ST
VIOLATION SEVERITY 08/16/2016
PROPERTY MAINTENANCE 0
AT 15 COUCH ST. TALL GRASS. RACOONS & CATS STILL LIVING THERE. TARP STILL THERE. PORCH NEEDS TO BE REMOVED.
COMPLY BY COMPLIED 7 DAYS OPEN
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE 08/17/16 08/17/16
NOTICE INSPECTION NEW 08/19/16
FOLLOW UP INSPECTION NEW
ORDER REMEDY NOTICE NEW
APPEARANCE TICKET OTHER NEW
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 08/18/16 08/18/16 .00
COMPLAINT KEN PRIMARD .00
COMPLAINT/VIOLATION TOTALS .00

445 327 MARGARET ST
VIOLATION SEVERITY 08/16/2016
GRASS 0
TALL GRASS AT 327 CORNELIA STREET IN FRONT AND SIDE OF BUILDING. AARON'S RENTALS
COMPLY BY COMPLIED 7 DAYS OPEN
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT NEW 08/18/16
NOTICE INSPECTION NEW
FOLLOW UP INSPECTION NEW
ORDER REMEDY NOTICE NEW
APPEARANCE TICKET OTHER NEW
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 08/18/16 08/18/16 .00
COMPLAINT KEN PRIMARD .00
COMPLAINT/VIOLATION TOTALS .00

446 33 MILLER ST
VIOLATION SEVERITY 08/17/2016
PROPERTY MAINTENANCE 0
HOLE IN FOUNDATION. LIGHT CHECK
COMPLY BY COMPLIED 6 DAYS OPEN
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT DONE 08/19/16 08/22/16
NOTICE INSPECTION NEW 08/24/16
FOLLOW UP INSPECTION NEW
ORDER REMEDY NOTICE NEW
APPEARANCE TICKET OTHER NEW



DEPARTMENT: Building Inspector

REPORTING PERIOD: 08/10/16 TO 08/23/16

REFERENCE LOCATION CASE COMPLAINT/VIOLATION

INSPECTION INSPECTOR

COMPLAINT COMPLAINT

COMPLAINT/VIOLATION COMPLAINT

AREA SOURCE

RESPONSIBLE PARTY SEVERITY

COMMENT

RESULTS

FEE AMOUNT

CREATED COMPLETED

440 45 MONTY ST

VIOLATION GRASS

AT 45 MONTY ST. TALL GRASS & DEBRIS PILED UP IN REAR.

SEVERITY 0

ACTION TYPE STATUS

INITIAL INSPECT NEW

NOTICE INSPECTION NEW

FOLLOW UP INSPECTION NEW

ORDER REMEDY NOTICE NEW

APPEARANCE TICKE OTHER NEW

INSPECTION INSPECTOR

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS

REQUESTED 08/19/16

SCHEDULED 08/19/16

RESULTS

FEE AMOUNT .00

FEE AMOUNT .00

FEE AMOUNT .00

440 45 MONTY ST

VIOLATION GRASS

AT 45 MONTY ST. TALL GRASS & DEBRIS PILED UP IN REAR.

SEVERITY 0

ACTION TYPE STATUS

INITIAL INSPECT NEW

NOTICE INSPECTION NEW

FOLLOW UP INSPECTION NEW

ORDER REMEDY NOTICE NEW

APPEARANCE TICKE OTHER NEW

INSPECTION INSPECTOR

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS

REQUESTED 08/19/16

SCHEDULED 08/19/16

RESULTS

FEE AMOUNT .00

FEE AMOUNT .00

FEE AMOUNT .00

442 5084 SO CATHERINE ST

VIOLATION GARBAGE

RAW GARBAGE IN THE REAR YARD SINCE MAY

SEVERITY 0

ACTION TYPE STATUS

INITIAL INSPECT DONE

NOTICE INSPECTION NEW

REINSPECT INSPECTION DONE

ORDER PICK UP OTHER NEW

INSPECTION INSPECTOR

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS

REQUESTED 08/14/16

SCHEDULED 08/14/16

RESULTS

FEE AMOUNT .00

FEE AMOUNT .00

FEE AMOUNT .00

442 5084 SO CATHERINE ST

VIOLATION GARBAGE

RAW GARBAGE IN THE REAR YARD SINCE MAY

SEVERITY 0

ACTION TYPE STATUS

INITIAL INSPECT DONE

NOTICE INSPECTION NEW

REINSPECT INSPECTION DONE

ORDER PICK UP OTHER NEW

INSPECTION INSPECTOR

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS

REQUESTED 08/14/16

SCHEDULED 08/14/16

RESULTS

FEE AMOUNT .00

FEE AMOUNT .00

FEE AMOUNT .00

452 5084 SO CATHERINE ST

VIOLATION GRASS

AT 5084 SO CATHERINE ST. TALL GRASS & WEEDS.

SEVERITY 0

ACTION TYPE STATUS

INITIAL INSPECT NEW

NOTICE INSPECTION NEW

REINSPECT INSPECTION DONE

ORDER PICK UP OTHER NEW

INSPECTION INSPECTOR

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS

REQUESTED 08/16/16

SCHEDULED 08/16/16

RESULTS

FEE AMOUNT .00

FEE AMOUNT .00

FEE AMOUNT .00

452 5084 SO CATHERINE ST

VIOLATION GRASS

AT 5084 SO CATHERINE ST. TALL GRASS & WEEDS.

SEVERITY 0

ACTION TYPE STATUS

INITIAL INSPECT NEW

NOTICE INSPECTION NEW

REINSPECT INSPECTION DONE

ORDER PICK UP OTHER NEW

INSPECTION INSPECTOR

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS

REQUESTED 08/16/16

SCHEDULED 08/16/16

RESULTS

FEE AMOUNT .00

FEE AMOUNT .00

FEE AMOUNT .00

452 5084 SO CATHERINE ST

VIOLATION GRASS

AT 5084 SO CATHERINE ST. TALL GRASS & WEEDS.

SEVERITY 0

ACTION TYPE STATUS

INITIAL INSPECT NEW

NOTICE INSPECTION NEW

REINSPECT INSPECTION DONE

ORDER PICK UP OTHER NEW

INSPECTION INSPECTOR

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS

REQUESTED 08/16/16

SCHEDULED 08/16/16

RESULTS

FEE AMOUNT .00

FEE AMOUNT .00

FEE AMOUNT .00

452 5084 SO CATHERINE ST

VIOLATION GRASS

AT 5084 SO CATHERINE ST. TALL GRASS & WEEDS.

SEVERITY 0

ACTION TYPE STATUS

INITIAL INSPECT NEW

NOTICE INSPECTION NEW

REINSPECT INSPECTION DONE

ORDER PICK UP OTHER NEW

INSPECTION INSPECTOR

COMPLAINT KYLE BURDO

COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS

REQUESTED 08/16/16

SCHEDULED 08/16/16

RESULTS

FEE AMOUNT .00

FEE AMOUNT .00

FEE AMOUNT .00



DEPARTMENT: Building Inspector

REPORTING PERIOD: 08/10/16 TO 08/23/16

CREATED
COMPLIED

REFERENCE LOCATION CASE

COMPLAINT/VIOLATION

AREA SOURCE RESPONSIBLE PARTY SEVERITY

COMMENT

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW	NOTICE	08/24/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW	LETTER			
ORDER REMEDY	NOTICE	NEW				
APPEARANCE TICKE	OTHER	NEW				
INSPECTION INSPECTOR		REQUESTED	SCHEDULED	RESULTS		FEE AMOUNT
COMPLAINT KYLE BURDO		08/24/16	08/24/16			.00
COMPLAINT KYLE BURDO						.00
COMPLAINT/VIOLATION TOTALS						.00

447 69 MILLER ST AFZAL RANA 08/18/2016

VIOLATION SEVERITY 0 COMPLI BY COMPLIED
PROPERTY MAINTENANCE AT 69 MILLER ST. APART. #1 2 SMOKE NOT REPLACED. FOR 2 YEARS. KITCHEN WALL BEHIND SINK IS ROTTEN & MOLDY. BOTH SINKS OPEN
. FLOOR BOARD IS ROTTED & MOLDY. FLOORING POSSIBLE ROTTEN. RODNEY PARROTTE NOT DOING ANYTHING.WANTS INSPECTED IMMEDIATELY.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE	NOTICE	08/19/16	08/19/16	08/19/16
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW	LETTER	08/21/16		
ORDER REMEDY	NOTICE	NEW				
APPEARANCE TICKE	OTHER	NEW				
INSPECTION INSPECTOR		REQUESTED	SCHEDULED	RESULTS		FEE AMOUNT
COMPLAINT KEN PRIMARD		08/19/16	08/19/16			.00
COMPLAINT KEN PRIMARD						.00
COMPLAINT/VIOLATION TOTALS						.00

448 8 SO PERU ST FANG CHEN 08/18/2016

VIOLATION SEVERITY 0 COMPLI BY COMPLIED
GARBAGE BEHIND 8 SO.PERU REPORT OF GARBAGE BUILT UP THERE.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW	NOTICE	08/19/16		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				
INSPECTION INSPECTOR		REQUESTED	SCHEDULED	RESULTS		FEE AMOUNT
COMPLAINT KYLE BURDO		08/19/16	08/19/16			.00
COMPLAINT KYLE BURDO						.00
COMPLAINT/VIOLATION TOTALS						.00

448 8 SO PERU ST FANG CHEN 08/18/2016

VIOLATION SEVERITY 0 COMPLI BY COMPLIED
GARBAGE BEHIND 8 SO.PERU REPORT OF GARBAGE BUILT UP THERE.

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW	NOTICE	08/19/16		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				
INSPECTION INSPECTOR		REQUESTED	SCHEDULED	RESULTS		FEE AMOUNT
COMPLAINT KYLE BURDO		08/19/16	08/19/16			.00
COMPLAINT KYLE BURDO						.00
COMPLAINT/VIOLATION TOTALS						.00

448 8 SO PERU ST FANG CHEN 08/18/2016



REPORTING PERIOD: 08/10/16 TO 08/23/16

08/23/2016 08:27
1427dnp

DEPARTMENT: Building Inspector

REFERENCE LOCATION CASE COMMENT RESPONSIBLE PARTY SEVERITY
COMPLAINT/VIOLATION COMPLAINT/VIOLATION

449 95 MAIN MILL ST BOMBARDIER MASS TRANSIT CORP 08/22/2016
VIOLATION SEVERITY 0
ZONING VIOLATION IN PERSON AREA
AT 95 MAIN MILL TRAILERS IN PARKING LOT BEING USED FOR STORAGE. STATED IN LAST EDITION THERE WOULD BE NO MORE NEED FOR OUTSID
E STORAGE. SHOULD NOT BE ALLOWED ACCORDING TO ZONING LAWS. COMPLY BY COMPLIED 1 DAYS OPEN
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT INSPECTION NEW 08/24/16
NOTICE NOTICE NEW
FOLLOW UP INSPECTION NEW
ORDER REMEDY NOTICE NEW
APPEARANCE TICKE OTHER NEW
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KYLE BURDO 08/24/16 08/24/16 .00
COMPLAINT KYLE BURDO .00
COMPLAINT/VIOLATION TOTALS .00

450 95 MAIN MILL ST BOMBARDIER MASS TRANSIT CORP 08/22/2016
VIOLATION SEVERITY 0
ZONING VIOLATION IN PERSON AREA
AT 95 MAIN MILL ST BOMBARDIER STILL WORKING ON TRAINS & SUBWAYS OUTSIDE OF BUILDING. ALL ZONING MINUTES STAE WORK GOING TO B
E DONE INSIDE BUILDING. COMPLY BY COMPLIED 1 DAYS OPEN
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT INSPECTION NEW 08/24/16
NOTICE NOTICE NEW
FOLLOW UP INSPECTION NEW
ORDER REMEDY NOTICE NEW
APPEARANCE TICKE OTHER NEW
INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KYLE BURDO 08/24/16 08/24/16 .00
COMPLAINT KYLE BURDO .00
COMPLAINT/VIOLATION TOTALS .00

451 UNDERWOOD AVE RDP REAL ESTATE LLC 08/22/2016
VIOLATION SEVERITY 0
PROPERTY MAINTENANCE IN PERSON AREA
AT UNDERWOOD TRAILER PARK, NORTH NEAR 1ST ENTRANCE - OVERGROWN VEGETATION (WEEDS & VINES) ALONG SIDEWALK & HANDRAIL. 1 DAYS OPEN
ION FROM UNDERWOOD PARK EAST SIDE. RESIDENTS ASK THIS VEGETATION BE CUT BACK FROM SIDEWALK & HANDRAIL. VEGETAT
STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
INITIAL INSPECT INSPECTION NEW 08/24/16
NOTICE NOTICE NEW



Plattsburgh, New York

August 16, 2016

Building & Zoning Department
41 City Hall Place
Plattsburgh, New York 12901
Ph: 518-563-7707
Fax: 518-563-6426

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

Dear Mayor & Common Council:

At the regular meeting of the Zoning Board of Appeals held on August 15, 2016, below please find the results of that meeting:

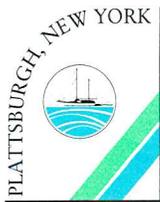
<u>APPEAL</u>	<u>APPLICANT</u>	<u>REQUEST</u>
2071	BETTY JOCK 16 ELIZABETH STREET	CLASS B VARIANCE ADD BEDROOM AND BATH TO REAR OF HOUSE WHICH ENCROACHES IN SIDE YARD SETBACK POSTPONED
2081	JOSHUA KRETZER 4 MACDONOUGH STREET	CLASS B VARIANCE REQUEST FOR LESS PARKING THAN REQUIRED POSTPONED
2083	THOMAS MORLEY 2 JEFFREY LANE	SPECIAL USE PERMIT ALLOW OWNERS TO PRODUCE COMMERCIAL GOODS IN RESIDENCE POSTPONED
2084	CHAD & DANA WELCH 57 GRACE AVENUE	CLASS B VARIANCE REQUEST TO ALLOW 6' PRIVACY FENCE AFTER HEDGE REMOVAL POSTPONED
2085	PLATTS. SELF STORAGE 290 MARGARET STREET	SPECIAL USE PERMIT CONVERT OPEN SELF-STORAGE TO PARTITIONED SELF STORAGE APPROVED WITH STIPULATIONS

Sincerely,

Joseph McMahon
Building Inspector

/dn

CC: City Clerk



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 12, 2016
MEMO TO: Mayor Calnon
FROM: Richard Marks
RE: Recreation – Budget Adjustment South Acres Park

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

Increase: General Fund – Insurance Recovery Property	00001127-2680	\$3,954.70
Increase: South End Park – Building/Grounds Supplies	1-7141000-4340	\$3,954.70

This request provides for a \$3,954.70 increase in the budgeted amount for buildings and grounds costs at South Acres Park to repair a damaged fence due to a vehicle accident. The offsetting entry increases the General Fund estimated revenue for insurance recoveries for reimbursement of the damages received July 15th, 2016. This adjustment increases the 2015 General Fund budget for estimated revenue and appropriations by \$3,954.70, thereby leaving the amount of appropriated General Fund Unassigned Fund Balance unchanged.

Thank you for your attention to this request.

Cc: Carole Garcia
Steve Peters

Agenda 8/28/16



Plattsburgh, New York

Building & Zoning Department
41 City Hall Place
Plattsburgh, New York 12901
Ph: 518-563-7707
Fax: 518-563-6426

August 12, 2016

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

**Ref: Request for Refund for
Building Permit Application Fee**

Dear Mayor Calnon and Common Council:

It is respectfully requested that Barbara Gilman, 77 Bailey Avenue, Plattsburgh, NY be refunded the fee of \$20.00 for Building Permit #1084 issued 9/21/2015 for a fence installation that was due to her removing her hedge as per her bringing this area into compliance with the hedge law.

Sincerely,

Joseph McMahon
Building Inspector

/dn

Att.: BP #1084

CC: City Clerk



City of Plattsburgh

Building and Zoning Department
41 City Hall Place
Plattsburgh, NY 12901
(518) 563-7707

PERMIT NUMBER

1084

Issue Date: 09/21/2015

Permit Type: RESIDENTIAL FENCE

Parcel ID	Street Address
207.15-1-1	77 BAILEY AVE
Zoning District	Inspector
	KEN PRIMARD

Owner Information	Applicant Information
Name: BARBARA ROSE GILMAN Phone:	Name: C&E FENCING Phone: 563 5540

Contractor Information	
Name: C&E FENCING Address: PLATTSBURGH, NY 12901 Phone:	Contractor Number: License Exp. Date: Registration Exp. Date:

Building Information
Proposed Use: Construction Type:

Project Description: RESIDENTIAL FENCE

Scope of Work:

INSTALL FENCE ON CORNER LOT, GRACE & BAILEY, ONE 30" H;
INSTALL 4' HIGH FENCE, 42' ON GRACE AVE. EAST SIDE

Permit Details:

Permission is hereby granted to proceed with the work set forth in the specifications, plans, or statements now on file in this department.

Signature of Owner/Contractor

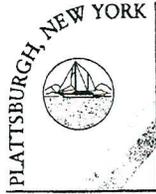
Signature of Approving Official

Date: 09/21/2015

**ANY PERMIT ISSUED EXPIRES SIX (6) MONTHS AFTER ISSUANCE IF NO INSPECTIONS HAVE BEEN MADE.
ANY PERMIT ISSUED SHALL EXPIRE TWENTY FOUR (24) MONTHS AFTER ISSUANCE IF THE WORK IS DISCONTINUED.**

Application Number	1091	TOTAL FEES:	\$ 20.00
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Agenda 8/25/16



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

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

TO: Mayor James Calnon
FROM: William J. Treacy, P.E., Manager 
RE: Unpaid Final Bill Account Write-off
DATE: August 11, 2016

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from *May 1, 2015 to May 31, 2015*. The amount of the write-off will be \$8,254.19. The percentage of write-offs for this period is .77%.

Sales for this time period were \$ 1,072,044.34.

This write-off of unpaid bills represents 32 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 8 customers
\$50.01 to \$100.00 – 1 customer
\$100.01 to \$150.00 – 5 customers
\$150.01 to \$200.00 – 1 customer
\$200.01 to \$250.00 – 4 customers
\$250.01 to \$300.00 – 1 customers
\$300.01 to \$350.00 – 4 customer
\$350.01 to \$400.00 - 1 customer
\$400.01 to \$500.00 - 4 customer
\$600.00 to \$650.00 – 1 customer
\$860.57 – 1 customer
\$900.15 – 1 customer

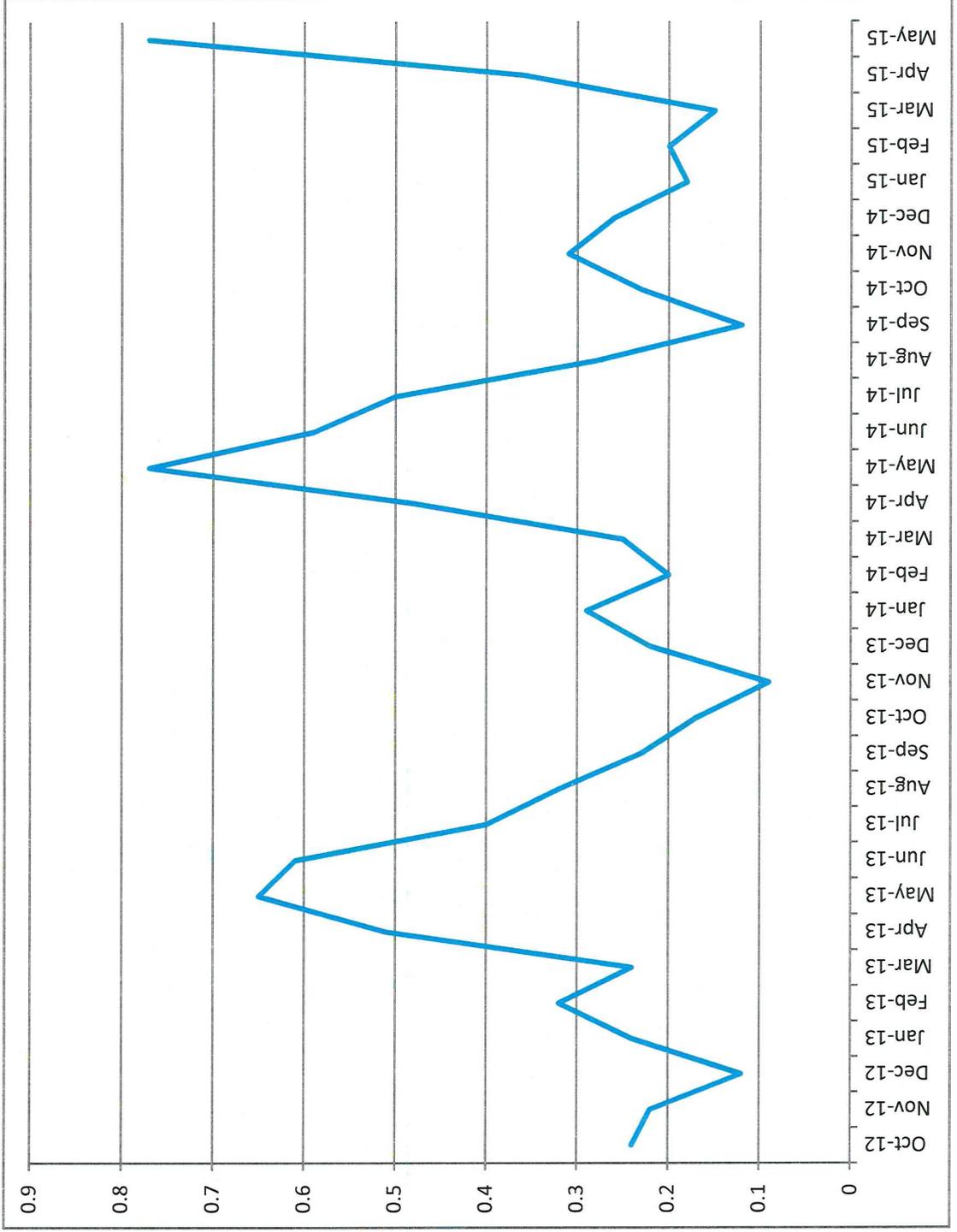
I thank you for your attention to this matter.

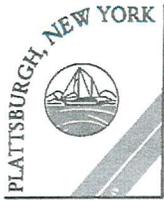
Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Kelly Clookey, Finance Director
Final Bill Account Write-off

MLD WRITEOFFS

Oct 2012 - May 2015

Dates	Percentage
Oct-12	0.24
Nov-12	0.22
Dec-12	0.12
Jan-13	0.24
Feb-13	0.32
Mar-13	0.24
Apr-13	0.51
May-13	0.65
Jun-13	0.61
Jul-13	0.4
Aug-13	0.32
Sep-13	0.23
Oct-13	0.17
Nov-13	0.09
Dec-13	0.22
Jan-14	0.29
Feb-14	0.2
Mar-14	0.25
Apr-14	0.48
May-14	0.77
Jun-14	0.59
Jul-14	0.5
Aug-14	0.28
Sep-14	0.12
Oct-14	0.23
Nov-14	0.31
Dec-14	0.26
Jan-15	0.18
Feb-15	0.2
Mar-15	0.15
Apr-15	0.36
May-15	0.77





Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York
518-563-3411
518-566-9000 (FAX)

Agenda 8/25/16

DESMOND J. RACICOT
Chief of Police

August 9, 2016

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

Ladies and Gentlemen:

I respectfully request your approval for Mayor Calnon to sign the attached contract with the Plattsburgh Housing Authority for 2016-2017. There are no changes to the current contract. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hls

**PLATTSBURGH HOUSING AUTHORITY
CONTRACT FOR THE PROVISION OF
SUPPLEMENTAL POLICE SERVICES**

This Contract, made and effective the **1st day of September 2016**, by and between the Plattsburgh Housing Authority, (hereinafter called the "Authority") and the City of Plattsburgh, New York, (hereinafter called the "City") is for the provision of specific police services associated with the Authority's security programs.

WHEREAS the Authority desires to contract with the City for additional police services to create a drug- and crime-free environment and to provide for the safety and protection of the residents in its public housing developments; and

WHEREAS the City, by and through its Police Department, desires to assist in the effort by providing effective police services at all Authority locations;

NOW, THEREFORE, the Authority and the City agree as follows:

**ARTICLE I
Scope of Services**

SECTION ONE: SERVICES PROVIDED BY THE CITY

The City agrees that the services rendered by the assigned Police Officer under this Contract are in addition to baseline police services. The City agrees that it will not reduce its current level of police services to the public housing developments, particularly in the areas of community policing, patrol, criminal investigations, records, dispatch and special operations.

The manner and method of performance of services is specified in Article IV, Plan of Operations.

The duties and extent of services of the assigned Police Officer shall include, but shall not be limited to:

A. The City, by and through its Police Department, will provide a minimum of one police officer to perform specialized patrols to enforce all state and local laws and Housing Authority rules specified in this Contract. Sworn officers shall at all times remain part of, subject to and in direct relationship with the Police Department's chain of command and under Police Department rules, regulations and standard operating procedures.

B. The City agrees that the assigned police officer will target areas during specific periods of time identified by the Authority and agreed upon by the City as high crime or high workload periods (directed patrol), such as 6 am to 2 am in certain areas, to maintain a police patrol presence.

C. The City agrees that the Police Department will employ a community policing concept and that the Police Department's Crime Prevention Unit (or other unit whose primary responsibility is to develop and maintain communications with residents) will assist in developing or enhancing crime prevention programs in the public housing communities.

D. The City agrees to collect and provide workload data for the public housing developments.

E. It is further agreed that to the extent necessary, the assigned Police Officer will appear as a witness in the Authority's administrative grievance procedures, civil dispossession hearings, or other civil or court proceedings where the issue includes criminal or quasi-criminal conduct in or near public housing developments involving any resident, member of a resident's household, or any guest or guests of a resident or household member.

F. Without limiting any of the foregoing, the City agrees that with respect to the services to be performed by any police personnel in accordance with this Contract, the appropriate Police Department Supervisor will meet with resident leadership and management representatives of the Authority on a routine basis for the purposes of reviewing the enforcement and prevention efforts and planning for future changes or modifications anticipated by this Contract. These meetings shall occur at least quarterly.

G. The City agrees that a policy manual exists to regulate police officers' conduct and activities; all police officers have been provided a copy of the policy manual; the Department has a signed receipt from each officer that he/she has received and understands the contents of the manual; and personnel have been trained on the regulations and orders within the manual.

H. The City agrees that it will provide the assigned Police Officer with such basic equipment as may be necessary and reasonable in order to allow the Police Officer to carry out the duties anticipated under this Contract. Any additional automobiles, motor vehicles, bicycles or other equipment desired by the Authority will be furnished at the expense of and shall remain the property of the Authority.

I. The Police Department will provide a minimum of sixteen (16) hours of training on community relations and interpersonal communications skills.

J. The City agrees to continue to provide criminal background checks of proposed applicants for public housing. This information will be provided in a manner consistent with all applicable National Crime Information Center and State laws and regulations.

K. The Police Department shall designate a command officer as the Administrative Liaison Officer, who will work in concert with the Executive Director of the Authority or that official's designee to facilitate the performance of this contract in a manner of broad interpretation.

The Administrative Liaison Officer will perform the following duties:

- 1) Coordinate the dissemination and processing of police and security reports, provide supervisory assistance, and coordinate in resolving problems or in carrying out the provisions of this Contract;
- 2) Establish and maintain an ongoing line of communication with Beat/Zone Commanders and other police personnel;
- 3) Prepare semi-annual progress reports and evaluations of services requested and provided under this Contract for review by the Executive Director, the Police Chief, appropriate Deputy Chiefs and Beat/Zone Commanders, and identified community

representatives; and political leadership, e.g., mayor and council members.

4) Initiate and monitor ongoing lines of communications with resident leaders to effectively employ the community policing concept and to address in a timely manner concerns raised by community leaders;

5) Coordinate security workshops and training seminars for identified residents;

6) Assist or advise the planning and implementation of other grant-funded security programs within the Authority; and

7) Establish a clearly defined process for reporting non-emergency criminal activities.

8) Any other administrative tasks which from time to time may become reasonably necessary to effect the items of this contract and permit the PHA to remain in compliance with HUD provisions.

L. The City will at all times provide supervision, control and direction of work activities and assignments of police personnel, including disciplinary actions. It is expressly understood that the Police Department shall be responsible for the compensation of the officers and all employee benefits, as well as any injury to officers, their property, or the City's property while on the Authority's property.

SECTION TWO: SERVICES PROVIDED BY THE AUTHORITY

A. The Authority will provide training of residents, Authority on-site management staff, and the assigned Police Officer with workshops on community policing and crime prevention issues associated with public housing. This shall include, but not be limited to, training in the following.

1) Crime prevention and security responsibilities;

2) Community organization/mobilization against the causes of and precursors to crime;

3) Drug awareness and control;

4) Orientation and familiarization with the public housing communities for the assigned officers; and

5) Orientation to the lease contract and lease compliance enforcement procedures and policies.

B. The Authority will provide the following in-kind accommodations, services and equipment:

1) Accommodations - The Authority will provide suitable space to be used as a satellite office for additional police services.

2) Services - Each satellite office will be supplied with utilities (water, heat, electricity) and routine and extraordinary maintenance by personnel of the Housing Authority.

3) Equipment - Each satellite office is to be supplied with any other additional equipment mutually agreed upon in connection with the performance of this Contract.

4) Modification/Damage - The Authority will make reasonable modifications, including minor structural, electrical and mechanical changes to the accommodations provided in order to meet the City's operational needs. Any damage to the unit or equipment provided by the Housing Authority for City employees, which the Authority determines to be above the normal wear for the item or accommodation, shall be repaired or replaced by the City at the City's cost, in the discretion of the Authority.

C. The Authority shall attempt to provide a semi-annual assessment of the results achieved, as measured against the performance objectives specified in the Plan of Operations listed in Article IV of this Contract.

D. The Authority shall reserve the right to reasonably request the Police Department to replace any assigned Police Officers for the following reasons:

- 1) Neglect or non-performance of duties;
- 2) Disorderly conduct, use of abusive or offensive language, or fighting;
- 3) Criminal action;
- 4) Selling, consuming, possessing or being under the influence of intoxicants, including alcohol or illegal substances, while on assignment to the Authority;
- 5) Inadequate punctuality or attendance; or
- 6) Substantiated complaints from public housing residents or management.

The Authority shall provide a written enumeration of the reasons for the request for replacement of the assigned Police Officer, including documentation and witnesses to the alleged behaviors. Upon receipt of such documentation and within a minimal period of investigation, the City Police shall take all steps reasonable and necessary to replace the assigned Police Officer as quickly as possible.

E. The Authority will provide the City with rules and regulations for compliance with this Contract.

F. The Authority will work with the Police Department to subsidize housing or rent costs for volunteer police officers to reside in a public housing development selected by the Authority, as described in the Code of Federal Regulations.

ARTICLE II

Enforcement of Rules and Regulations

A. The City, through its police officers, is hereby empowered to enforce the following Authority rules and regulations. This list is meant to be illustrative only and in no manner represents a limitation on enforcement authority or parameters:

- 1) Authorized or unauthorized visitors in unoccupied structures of the Authority shall be removed.
- 2) Authorized or unauthorized visitors creating disturbance or otherwise interfering with the peaceful enjoyment of lessees on Authority property shall be removed.
- 3) Authorized or unauthorized visitors destroying, defacing or removing Authority property shall be removed and/or criminal enforcement actions shall be taken.

With regard to the foregoing rules and regulations, the City's police officers are hereby authorized to give criminal trespass warnings to any persons found in violation of said rules or regulations, i.e., to give notice to any violators that their entry on the property or premises is forbidden, and to arrest or cause the arrest and prosecution of any violators, where appropriate.

B. The City, through its police officers, is hereby empowered to enforce the following Authority rule or regulation:

The resident and any visitors to Authority property and premises shall refrain from, and shall cause their households to refrain from parking vehicles in any area other than parking areas designated by Authority management.

With regard to the foregoing rule or regulation, the City's police officers are hereby authorized to have removed any and all vehicles found parked in violation of said rule or regulation, pursuant to established City procedure for impounding vehicles.

C. The City, through its police officers, is hereby empowered to enforce such additional Authority rules and regulations and perform such other duties as shall be specified in any addenda attached hereto or incorporated herein now or in the future.

D. Nothing herein contained shall be construed as permitting or authorizing police officers to use any method or to act in any manner in violation of law or of their sworn obligation as police officers.

E. The City agrees to provide any police officer participating under this contract with copies of the PHA's lease and Rules and Regulations for the officer's review.

ARTICLE III Communications, Reporting and Evaluation

A. Communications

1. Access to Information

The City agrees that the Authority will have unrestricted access to all public information which in any way deals with criminal activity in any of the Authority's communities, unless prohibited by law. It is further agreed that the City Police Department will provide to the Authority copies of such incident reports, arrest reports or other public documents which document or substantiate actual or potential criminal activity in or connected with the public housing developments. This information will be provided at no cost to the PHA by the City Police

Department on a regular basis in accordance with specific procedures that have been established.

B. Reporting

1. Media Coordination

The Police Department will relay to the Executive Director or his designee information related to any major crime or incident that occurs on Authority property, preferably before the media is informed, or as soon as possible.

C. Evaluation

The City and the Authority agree that any evaluation shall include:

1. Hours worked by police officers
2. Response times to targeted communities by City paid officers and Authority paid officers by Priority I (emergency), Priority II (non-emergency), and Priority III (if utilized).
3. Comparison of crime and workload in the targeted communities.
4. Arrests (to include drug violations)
5. Vehicles Towed
6. Positive Contacts
7. Referrals
8. Trespassers Removed
9. All UCR or NIBRS Reports
10. Calls for Service
11. Weapons Seized
12. Property Stolen/Recovered
13. Community Feedback

It is further agreed that the City will provide comparable crime information for the City as a whole to facilitate the evaluation to include what proportion of activities City-wide occur on Authority property.

**ARTICLE IV
Plan of Operations**

A. The City Police Department and the Authority shall prepare a detailed plan of operations for use in eliminating drug-related crime. The purpose of the plan is to specify the manner and method of performance by which each of the services identified is to be administered.

The plan of operations will minimally specify the following:

- 1) Service goals and minimum performance criteria (e.g., a definition of what is to be achieved and the expected benefits or outcomes that will be derived);
- 2) Staffing levels;
- 3) Responsibilities of key personnel
- 4) Organization and resources, to include personnel, equipment, in-kind support, etc.
- 5) Hours of operation, to encompass schedules of major tasks and activities; and
- 6) Community interface to evidence the methodology by which resident involvement will be gained and maintained during the term of this Contract.

B. The plan of operations will be prepared for review and acceptance within thirty (30) days from the date of execution of this Contract by both parties. It is understood that the Authority may request reasonable modification to the initial plan of operations as it deems appropriate from time to time and that such reasonable amendment or modification is acceptable to the City.

C. If during the term of the Contract either party desires to amend the scope of the plan of operations, either party may request such an amendment via written notification. The Executive Director of the Authority and the Chief of Police shall provide final determinations regarding the establishment of an amendment to the plan of operations.

**ARTICLE V
Term of Contract**

The term of this Contract shall be for one year beginning September 1, 2016.

**ARTICLE VI
Compensation to the City**

A. All compensation to the City will be made on a cost reimbursement basis. The Authority will reimburse the City for services specified in this Contract, and actually provided to the Authority, at a rate of **\$20.00 / hour** and in a total amount not to exceed **\$31,020** over a one-year period. The City will bill the Authority at the end of each month with a total monthly bill not to exceed **\$2,585**.

B. The Authority shall reimburse the Police Department within thirty (30) days after receipt

of performance of the proposed services and evidence of authorized expenditures and approval of such by the Executive Director or his designee.

C. The percent of overtime authorized under this Contract for court appearances or other hearings is zero.

D. The City shall provide the following minimum documentation in requesting reimbursement the PHA reserves the right to request any further or additional documentation it may deem necessary to process and review reimbursement requests:

1) Copies of Certified Payroll Time Reports documenting name, employee identification, hours worked in public housing developments, and supervisory approval.

2) Copies of the Plattsburgh Housing Authority assigned Police Officer's records displaying the total number of hours each day that were spent on tasks specifically associated with the Plattsburgh Housing Authority.

E. All requests for reimbursement are subject to the approval of the Executive Director, or that official's designee, and the Authority shall thereafter make payment of the approved amount within thirty days (30) days of receipt of the request for reimbursement.

F. Notwithstanding anything contained herein to the contrary, the City Police Officer who is the subject of this Contract, will work 0 to 40 hours per week. Any hours over this amount (40 hours per week) constitute overtime. Any overtime needed or requested by the Plattsburgh Housing Authority in relation to the officer assigned to the Plattsburgh Housing Authority will be paid for by the Plattsburgh Housing Authority. The only exception to this provision being that in any given work week, if the Officer was required or requested by the City to perform services that were for the benefit of the City and not the Plattsburgh Housing Authority, then the number of such hours utilized by the City during the work week for non-Plattsburgh Housing Authority purposes will be deducted from any overtime hours required to be paid to the City by the Plattsburgh Housing Authority. The City and the Authority shall review the time spent and the cost of the City Police Officer services to the Plattsburgh Housing Authority on a regular basis and make appropriate adjustments in scheduling when necessary.

ARTICLE VII Termination

A. The Authority may unilaterally terminate this Contract without cause and with no remaining obligation to the City in relation to or stemming from this contract upon the provision of thirty (30) days written notice to the City. Such notice shall be delivered by Certified Mail, Return Receipt Requested to the address specified in Article VIII.

ARTICLE VIII Notices

Any notices required pursuant to the terms of this Contract shall be sent by United States Certified Mail to the principal place of business of each of the parties hereto, as specified below:

Authority:

Executive Director
Plattsburgh Housing Authority
4817 South Catherine St.
Plattsburgh New York 12901

City:

Mayor
City of Plattsburgh
41 City Hall
Plattsburgh, New York 12901

**ARTICLE IX
Construction of Laws**

This Contract is made and entered into in the City of Plattsburgh, County of Clinton, State of New York.

**ARTICLE X
Entire Contract**

The Contract shall consist of the following component parts:

- a) This Contract;
- b) Any subsequent addenda or modifications agreed to in writing by both parties.

ATTEST:

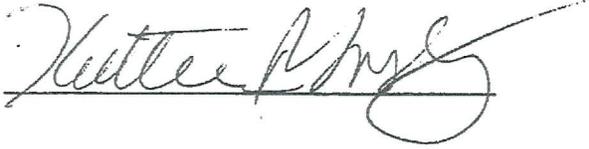


Mark Hamilton, Executive Director
Plattsburgh Housing Authority

ATTEST:

James Cainon, Mayor
City of Plattsburgh

APPROVED AS TO FORM:



Kathleen Rose Insley, Esq.
Plattsburgh Housing Authority Counsel

Dean C. Schneller, Esq.
Corporation Counsel for the City of
Plattsburgh

Desmond Racicot, Police Chief
Plattsburgh Police Department



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 19, 2016
MEMO TO: Mayor Calnon
FROM: Richard Marks
RE: Budget Transfer – WPCP

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

Increase: Sewer Fund Assigned Appropriated Fund Balance	5-0599	\$82,250.00
Increase: Sewer Fund – WPCP Flow Shop Contract Services	5-8130115-4430	\$25,000.00
Increase: Sewer Fund – WPCP Flow Shop Equip. Repairs	5-8130115-4450	\$ 1,200.00
Increase: Sewer Fund – WPCP Flow Pre-Treat. Parts/Supplies	5-8130131-4334	\$10,000.00
Increase: Sewer Fund – WPCP Flow Sec. Clar. Parts/Supplies	5-8130136-4334	\$ 300.00
Increase: Sewer Fund – WPCP Flow Proc. Mon. Cont. Services	5-8130333-4430	\$ 9,000.00
Increase: Sewer Fund – WPCP BOD Temporary Payroll	5-8131000-1300	\$ 250.00
Increase: Sewer Fund – WPCP BOD Sec. Clar. Parts/Supplies	5-8131136-4334	\$ 250.00
Increase: Sewer Fund – WPCP BOD Chlor. Equip. Repairs	5-8131139-4450	\$ 2,000.00
Increase: Sewer Fund – WPCP BOD Lab Equip. Repairs	5-8131153-4450	\$ 3,500.00
Increase: Sewer Fund – WPCP BOD Proc. Mon. Cont. Services	5-8131333-4430	\$ 8,500.00
Increase: Sewer Fund – WPCP SS Pre-Treat. Parts/Supplies	5-8132131-4334	\$ 3,000.00
Increase: Sewer Fund – WPCP SS Chlor. Equip. Repairs	5-8132139-4450	\$ 250.00
Increase: Sewer Fund – WPCP SS Lab Equip. Repairs	5-8132153-4450	\$10,000.00
Increase: Sewer Fund – WPCP SS Proc. Mon. Parts/Supplies	5-8132333-4334	\$ 2,500.00
Increase: Sewer Fund – WPCP SS Proc. Mon. Contract Services	5-8132333-4430	\$ 6,500.00

This request provides for an \$82,250.00 increase in the budgeted amounts for various line items in the 2016 Sewer Fund WPCP budget with an equal transfer from the Sewer Fund, fund balance. The transfer will provide for the unbudgeted costs for contract services, equipment repairs and parts and supplies for various cost centers in the WPCP budget that have been exceeded. This transfer increases the 2016 Sewer Fund budget by a total of \$82,250.00.

Thank you for your attention to this request.

Cc: Carole Garcia
Dave Powell
Jon Ruff



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 23, 2016
MEMO TO: Mayor Calnon
FROM: Richard Marks
RE: Budget Transfer – Police

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

Increase: General Fund Assigned Appropriated Fund Balance	1-0599	\$97,294.00
Decrease: General Fund – Police Vehicle Supplies	1-3120000-4320	\$ 6,610.00
Increase: General Fund – Police Separation Pay	1-3120000-1500	\$51,562.00
Increase: General Fund – Police Contract Services	1-3120000-4430	\$31,367.00
Increase: General Fund – Police Repairs Motor Vehicles	1-3120000-4452	\$10,365.00
Increase: General Fund – Police Fees for Services	1-3120000-4440	\$ 4,000.00
Increase: General Fund – Police Bldg. & Grounds Supplies	1-3120000-4340	\$ 3,000.00
Increase: General Fund – Police Printing & Copying	1-3120000-4431	\$ 2,040.00
Increase: General Fund – Police Office Supplies	1-3120000-4350	\$ 1,570.00

This request provides for a \$103,904.00 increase in the budgeted amounts for various line items in the Police budget with an equal transfer from the Police regular payroll and vehicle supplies accounts. The transfer will provide for the unbudgeted costs for accelerated employee separations, for additional contract service purchases, additional motor vehicle repairs and for increased fees for services, as well as, supplies and printing/copying items currently exceeding budgeted costs. The transfer also provides for \$10,000 each for anticipated contract service and motor vehicle repair spending for the remainder of the year, if it becomes necessary. This adjustment increases the 2016 General Fund budget for appropriations by \$97,294.00, thereby increasing the appropriated budget deficit from the General Fund Unassigned Fund Balance to \$296,706.83.

Thank you for your attention to this request.

Cc: Carole Garcia
Chief Desmond Raciòt
Heather Silver



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 25th, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on August 25th, 2016, and

WHEREAS, the Capital Expenditure Plan adopted December 23rd, 2014, includes a Street Resurfacing & Improvements category, and

WHEREAS, the Engineering and Planning Department has established a 2015 Street Resurfacing project for items included in the Street Resurfacing & Improvements category of the Capital Expenditure Plan adopted December 23rd, 2014, and is further revising the project and

WHEREAS, the cost of the 2015 Street Resurfacing project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2015, and is being further revised for 2016, as follows:

	2015 Capital Plan	2015 Estimated Cost	2016 Revised Cost	2016 Revised Cost
Boynton Ave., Autumn - Woodland	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Club Road, Fort Brown – Hamilton	90,000	90,000	90,000	90,000
Fort Brown Drive	120,000	120,000	120,000	290,000
Haley Drive, Leonard - Cogan	160,000	160,000	49,100	49,100
Hamilton Street	460,000	460,000	570,900	570,900
Sanborn Ave., Broad - Park	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>
Total	<u>\$ 1,340,000</u>	<u>\$ 1,340,000</u>	<u>\$ 1,340,000</u>	<u>\$ 1,510,000</u>

Project Funding:

General Fund	\$ 1,340,000	\$ 1,340,000	\$ 1,340,000	\$ 1,340,000
CHIPS – NYS Funding	<u>-</u>	<u>-</u>	<u>-</u>	<u>170,000</u>
Total	<u>\$ 1,340,000</u>	<u>\$ 1,340,000</u>	<u>\$ 1,340,000</u>	<u>\$ 1,510,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 25th day of August 2016, as follows:

- 1) That, the amount of One Million Five Hundred Ten Thousand and 00/100 (\$1,510,000.00) Dollars is hereby appropriated for the capital project **2015 Street Resurfacing (H5110.50)** for the cost of the equipment as further revised above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of One Million Three Hundred Forty Thousand and 00/100 (\$1,340,000.00) 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, the amount of One Hundred Seventy Thousand and 00/100 (\$170,000.00) Dollars of such appropriation be provided by funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) sponsored by New York State.
- 4) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



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 25th, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on August 25th, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2016, includes a Bridge & Waterfront category, and

WHEREAS, the Engineering and Planning Department established a 2016 Saranac River Trail – Phase II project that was included in the Bridge & Waterfront category of the Capital Expenditure Plan adopted January 14th, 2016, and is requesting to further amend the Capital Expenditure Plan to include an increase to the 2016 Saranac River Trail – Phase II item in the Bridge & Waterfront category for the demolition of the Saranac Street Bridge, and

WHEREAS, the cost of the 2016 Saranac River Trail – Phase II project was estimated by the Engineering and Planning Department for the costs to implement the improvements during 2016, and is being further revised, as follows:

	2016 Capital Plan	2016 Revised Cost	2016 Revised Cost
Saranac River Trail – Phase II	\$ 1,870,000	\$ 2,370,000	\$ 2,370,000
Saranac St. Bridge Superstructure Removal	<u>-</u>	<u>-</u>	<u>200,000</u>
Total	<u>\$ 1,870,000</u>	<u>\$ 2,370,000</u>	<u>\$ 2,570,000</u>
Project Funding:			
Federal Funding	\$ 1,496,000	\$ 1,496,000	\$ 1,496,000
NYS OPRHP	-	500,000	500,000
General Fund	<u>374,000</u>	<u>374,000</u>	<u>574,000</u>
Total	<u>\$ 1,870,000</u>	<u>\$ 2,370,000</u>	<u>\$ 2,570,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 25th day of August 2016, as follows:

- 1) That, the amount of Two Million Five Hundred Seventy Thousand and 00/100 (\$2,570,000.00) Dollars is included in the Capital Expenditure Plan adopted January 14th, 2016, and is hereby appropriated for the capital project **2016 Saranac River Trail – Phase II (H5110.58)** for the cost of the improvements as revised above and is hereby authorized to be expended for such purpose.
- 2) That, One Million Four Hundred Ninety-six Thousand and 00/100 (\$1,496,000.00) Dollars of such appropriation be provided by funding under a grant from the Federal Government.
- 3) That, Five Hundred Thousand and 00/100 (\$500,000.00) Dollars of such appropriation be provided by funding under a grant from the New York State Office of Parks, Recreation and Historic Preservation.
- 4) That, Five Hundred Seventy-four Thousand and 00/100 (\$574,000.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 5) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



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 25th, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on August 25th, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2016, includes a Street Resurfacing & Improvements category, and

WHEREAS, the Engineering and Planning Department has established a 2016 Street Resurfacing project for items included in the Street Resurfacing & Improvements category of the Capital Expenditure Plan adopted January 14th, 2016, and is further revising the project cost and

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

	2016 Capital Plan	2016 Estimated Cost	2016 Revised Cost	2016 Revised Cost
Lorraine Street, Cumberland to Miller	\$ 308,000	\$ 308,000	\$ 308,000	\$ 600,000
Pine Street, Saranac to Battery	80,000	80,000	80,000	80,000
Pine Street, Battery to Broad	180,000	180,000	180,000	180,000
Sandra Ave, Park Ave West – Terrace	-	-	190,000	190,000
Miscellaneous Paving	100,000	100,000	100,000	100,000
Street Surveying	30,000	30,000	30,000	30,000
Street Borings	15,000	15,000	15,000	15,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total	<u>\$ 713,000</u>	<u>\$ 713,000</u>	<u>\$ 903,000</u>	<u>\$ 1,195,000</u>

Project Funding:

CHIPS – NYS Funding	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000
General Fund	45,000	45,000	235,000	427,000
Water Fund	-	-	-	100,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total	<u>\$ 713,000</u>	<u>\$ 713,000</u>	<u>\$ 903,000</u>	<u>\$ 1,195,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 25th day of August 2016, as follows:

- 1) That, the amount of One Million One Hundred Ninety-five Thousand and 00/100 (\$1,195,000.00) Dollars is hereby appropriated for the capital project **2016 Street Resurfacing (H5110.57)** for the cost of the project items as further revised above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of Six Hundred Sixty-eight Thousand and 00/100 (\$668,000.00) Dollars of such appropriation be provided by funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) sponsored by New York State.
- 3) That, the amount of Four Hundred Twenty-seven Thousand and 00/100 (\$427,000.00) 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.
- 4) That, the amount of One Hundred Thousand and 00/100 (\$100,000.00) Dollars of such appropriation be provided by an advance from the Water Fund, 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 Bonding.
- 5) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

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

August 23, 2016

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

**REF: Recommendation of Award for
"2016 City Street Paving –
Fort Brown and Sandra Avenue"
Contract #2016-06/07**

Dear Mayor Calnon & Councilors:

We received and opened bids on Tuesday, August 23, 2016, for Contract# 2016-06/07, "2016 City Street Paving – Fort Brown and Sandra Avenue". A bid tabulation is attached for reference.

I have reviewed the bid and find it conforms to the specified requirements. Therefore, I recommend that a contract be awarded to, "**Luck Bros, Inc., 73 Trade Road, Plattsburgh, NY 12901**" for the bid price of **\$455,312.31**.

Additional funding will be required with a sufficient balance available through the Consolidated Local Street and Highway Program (CHIPS) funds, preventing the need for local funds.

Very truly yours,

Kevin R. Farrington, P.E.
City Engineer

/jh

Attach.(1)
CC: City Clerk
City Chamberlain
Mike Brodi, Supt. Public Works



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

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

August 23, 2016

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

**REF: Recommendation of Award for
"Saranac Street Bridge Superstructure Removal"
Contract #2016-10**

Dear Mayor Calnon & Councilors:

We received and opened bids on Tuesday, August 23, 2016, for Contract# 2016-10, "Saranac Street Bridge Superstructure Removal". A bid tabulation is attached for reference.

I have reviewed the bid and find it conforms to the specified requirements. Therefore, I recommend that a contract be awarded to, "**Sevenson Environmental Services, Inc., 2749 Lockport Road, Niagara Falls, NY 14174**" for the bid price of **\$177,000.00**.

Sufficient funding is available in H5110.48 2015 Bridge & Waterfront.

Very truly yours,

Kevin R. Farrington, P.E.
City Engineer

/jh

Attach.(1)

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

CITY OF PLATTSBURGH

Superstructure

BID TITLE: Ammonia Street Bridge Renewal Contract #0116-10

BID OPENING DATE:

August 23, 2016

10:30

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
<u>Sealed Bidding 125th State St Newburgh, NY 12550</u>	<u>489,000</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<u>Sealed Bidding American Postal Services 2749 Johnson Rd Newburgh, NY</u>	<u>177,000</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
 	 	 	
 	 	 	
 	 	 	
 	 	 	

10:30 AM 8/23/16 SB



Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York

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

DESMOND J. RACICOT
Chief of Police

August 23, 2016

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

Ladies and Gentlemen:

I respectfully request your approval to send two Police Department Employee's to Saratoga Springs, NY for "2016 IMPACT Training Conference", from 09/12/2016 to 09/14/2016. The total cost will not exceed \$564.00 and will be expensed out of the Asset Forfeiture fund. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hls

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 8/26/2016

City:	Payee	Description	Amount
	Clinton County Treasurer	July 2016 receipts property taxes 2016 tax roll + \$15,139 2016 election expenses	563,980.13
	ProAct, Inc.	Prescription health care cost August 1st - 15th, 2016 - all departments	63,077.85
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	48,409.53
	Plattsburgh City School District	July 2016 receipts delinquent school taxes for 14/15 & 15/16 rolls plus PHA allocation	36,410.21
	Humana Ins Co of NY	September 2016 premiums for 71 City retirees - all departments	20,448.61
	Disabled Retirees - (7)	Supplemental allowance costs 207 (a) & (c) - 6 fire & 1 police - August 2016	17,426.00
	NEWS of New York Inc.	Solid waste charges for dumping at landfill - DPW - June/July 2016	16,706.47
	Graymont Materials Inc.	Concrete and asphalt for road maintenance - DWP - May & July 2016	8,740.08
	Underhill Garage, Inc.	Repair Dump truck #111 hydraulics - DPW - June 2016	7,185.77
	PayScale, Inc.	Software for determining management raises - HR - July 2016	6,440.00
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	4,989.76
	PrimeLink	August 2016 telephone and internet service fees - all City departments	4,338.52
	North Country Cleaners	Janitorial service for City Hall & PD - Police & Muni Buildings - July 2016	3,888.62
	US Marshalls Service	Seized vehicle fees for 2008 Mazda - Police - July 2016 - asset seizure funds	2,365.38
	Westaff	Temporary Typist for permanent clerical absences - Finance - August 2016	2,067.11
	Endyne, Inc.	Process monitoring for bacteria, etc. - WPCP - August 2016	2,052.00
	Postmaster - USPO	20 rolls of stamps - City Clerk - August 2016	2,000.00
	Basco Inc.	25 55 gallon open-head steel storage drums - WPCP - August 2016	1,930.26
	Pictometry International Corp.	Pictometry licensing agreement - Assessor, Engr., Zoning & Water - June 2016	1,887.45
	Glens Falls National Bank	Lock box fees for banking - Data Processing - July 2016	1,740.65
	Daniels Sign Company, LLC	Lettering on 2 new vehicles - Police - August 2016 - asset seizure funds	1,730.00
	Momar Incorporated	Towels and soap purchases - DPW - July 2016	1,268.39
	Nussmeier Engraving Inc.	Business cards for management & detectives - Police - July 2016	1,006.47
	Others - 120 total others	Various	<u>24,569.02</u>
		Total City	<u>844,658.28</u>
MLD:			
	New York Power Authority	Electricity purchased for resale for July 2016	437,212.34
	Altec Industries Inc.	Vehicle hydraulic repairs unit #114 - August 2016	10,122.93
	ProAct, Inc.	Prescription health care cost July 16th - 31st, 2016	9,383.78
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	7,201.65
	Woltner-Summit Contracting LLC	IEEP insulation costs program - 18 Grace & 37 Cogan Avenues. - August 2016	6,774.55
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA Payroll WH	3,076.31
	Humana Ins Co of NY	September 2016 premiums for MLD's share of 71 City retirees	3,042.04
	Unifirst Corp.	ARC rated flame resistant clothing rental program - July 2016	2,348.30
	Refunds (10)	Refund customers deposits & credit balances - August 2016	1,063.51
	Others - 19 others	Various	<u>2,784.33</u>
		Total MLD	<u>483,009.74</u>
		Gross Total	<u>\$ 1,327,668.02</u>
		Less: Inter-Fund Transactions	-
		Total Net Expenditures	<u>\$ 1,327,668.02</u>
Payroll:			
		Pay Period	Year to Date
	Total Payroll Headcount	85	355
	Base Hourly & Salary	72,004.51	\$ 7,305,826.98
	Overtime, Standby & Shift Differentials	5,598.37 7.78%	608,299.34 8.33%
	Vacation, Holiday, Pers. & Accum. Leave	21,762.39 30.22%	1,255,485.66 17.18%
	Sick, Bereavement Leave	6,231.30 8.65%	280,609.95 3.84%
	Longevity - AFSCME weekly \$2.3k	(YTD Mgt. \$58.7k, Stone \$14.8k)	146,611.09 2.01%
	Higher Class Pay	1,715.40 2.38%	28,476.76 0.39%
	Sick Leave Buyout		14,750.00 0.20%
	Health Insurance Buyout	E. McDonald - coverage change	31,035.48 0.42%
	Clothing/Uniform Allow - PD, MLD	MLD \$8.7k, PD 2nd half \$12.4k (YTD Police clothing allowance - 1st half)	46,412.50 0.64%
	College Degree Allowances	Police for 2016	14,100.00 0.19%
	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 2.77%
	Retroactive Pay	(YTD AFSCME & Library contract, de la Chapelle \$2.7k)	87,832.51 1.20%
	Grand Total	<u>\$ 107,311.97</u>	<u>\$ 10,021,508.93</u>
	Overtime, Standby & Shift Diff	\$ - 0.00%	\$ 222,868.53 36.64%
		Police 2,480.87 44.31%	137,221.67 22.56%
		DPW - 0.00%	87,292.03 14.35%
		MLD 3,117.50 55.69%	86,814.80 14.27%
		WPCP - 0.00%	43,516.82 7.15%
		Other City Depts. - 0.00%	27,182.23 4.47%
		Library - 0.00%	3,403.26 0.56%
		<u>\$ 5,598.37</u>	<u>\$ 608,299.34</u>
		Overtime, Standby & Shift Diff - by depart.	

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2016 Budget vs. Actual
Payroll Period Ended 8/26/2016
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	161,301.06	105,423.82	222,868.53	(117,444.71)
Police	233,600.00	152,677.26	137,221.67	15,455.59
DPW	212,623.00	138,967.03	87,292.03	51,675.00
MLD	185,600.00	121,305.22	86,814.80	34,490.42
WPCP	84,830.00	55,443.55	43,516.82	11,926.73
Other City	35,400.00	23,136.88	27,182.23	(4,045.35)
Library	<u>7,500.00</u>	<u>4,901.88</u>	<u>3,403.26</u>	<u>1,498.62</u>
Total	<u><u>920,854.06</u></u>	<u><u>601,855.65</u></u>	<u><u>608,299.34</u></u>	<u><u>(6,443.69)</u></u>