1. Agenda

    Documents:

        AGENDA 01-09-20.PDF

2. Supporting Documents

    Documents:

        MEETING DOCS 01-09-20.PDF

3. Claims Analysis

    Documents:

        CLAIMS ANALYSIS 010920.PDF

REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
January 9, 2020
5:30 P.M.

AGENDA

Pledge of Allegiance
(RC)
Present: Mayor Colin Read, Councilors Ira Barbell (W1), Mike Kelly (W2), Elizabeth Gibbs (W3), Paul DeDominicas (W4), Patrick McFarlin (W5), Jeff Moore (W6)
Absent:
****

MAYOR'S COMMENTS:
****

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the Regular Meeting and the Organizational Meeting of the Common Council held on January 2, 2020 are approved and placed on file among the public records of the City Clerk's Office

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)
Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore
****

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending January 8, 2020 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 _____
(All in Favor/opposed)
Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore
****

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the week of December 31, 2019 - January 6, 2020
- Report from the Building Inspector's office for the week of December 31, 2019 – January 7, 2020
- Reports from the Police Department dated January 6, 2020
- Minutes from the Governance, Strategy and City Operations Committee meeting held on January 2, 2020
- Report from the City Clerk's Office of all monies received during the month of December 2019 in the total amount of $7,230.82

- **COUNCILOR/DEPARTMENT CHAIR COMMITTEE REPORTS:**

  Governance, Strategy, and City Operations- Chair Councilor Barbell

  City Infrastructure – Chair Councilor Moore

  Finance and Budget – Chair Councilor Kelly

  Public Safety – Chair Councilor Gibbs

  Plattsburgh Public Library – Chair Councilor DeDominicas

  MLD - MLD Board President Councilor McFarlin

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

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)
Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

****

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

****

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the week ending January 10, 2020 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 _____
(All in Favor/opposed)
Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

****

6. PERSONS ADDRESSING COUNCIL ON AGENDA ITEMS ONLY:

_____

_____

_____

****

7. OTHER ITEMS:

A. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to carry-out the attached resolution authorizing levying the property tax for the fiscal year 2020, as further evidenced by the attached 2020 Tax Warrant for the City of Plattsburgh and the attached

County of Clinton's 2020 tax warrant, certifying the City of Plattsburgh share of the 2020 County tax levy, and for re-levying the return of unpaid 2019-2020 Plattsburgh City School Tax with other such omitted property taxes and delinquent charges as shall be deemed appropriate to collect.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

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 2020 budget adjustment for the under-budgeted estimated revenue for an assessment change in the 2020 Omitted Real Property Taxes related to the Vilas Home for the 2019 property tax year. The additional revenue was authorized by an order from the court related to a change in real property assessment of the property, and this increase in appropriations will increase the General Fund budgeted estimated revenues by $2,440.64 in 2020.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

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

****

C. RESOLVED: In accordance with the request therefore the Common Council approves extending Contract # 2019-01 "Sodium Hypochlorite for Water Pollution Control Plant and Water Filtration Plant" with Surpass Chemical until February 14, 2021 without any changes to existing contract.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

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

****

D. RESOLVED: In accordance with the request therefore the Common Council approves extending Contract # 2019-02 "Liquid Alum for the Water Resource Recovery Facility" with Chemtrade Chemicals U.S. LLC until March 13, 2021 for the estimated sum of $23,668.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

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 create capital project H8320.80, 2020 Water System Improvements, for the items included in the 2020 Capital Expenditure Plan under the category Water Distribution System at a cost of $819,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

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

****

F. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign an Engineering Design Agreement with Robert M. Sutherland, P.C. for a total not to exceed $13,940 for the Riley Avenue Water Line Replacement & Reconstruction Project.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

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

****

G. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign an Engineering Design Agreement with Robert M. Sutherland, P.C. for a total not to exceed $12,940 for the Ohio Avenue Water Line Replacement & Reconstruction Project.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

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

****

H. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign the Acknowledgment and Acceptance form for the $3,000,000 Water Infrastructure Improvement Act grant award per the December 23, 2019 letter from Environmental Facilities Corporation.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore

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

****

8. TRAVEL REQUEST: None

****

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

****

10. NEW BUSINESS AND COUNCILOR REPORTS:

_____

_____

_____

****

11. CLOSING PUBLIC COMMENTS ON ANY TOPIC:

_____

_____

_____

****

Motion to Adjourn by Councilor _____; Seconded by Councilor _____
Councilors Barbell, Kelly, Gibbs, DeDominicas, McFarlin, Moore
MEETING ADJOURNED: _____

DISCOVER Plattsburgh

Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7542
Fax: 518-561-8236
lawlisss@cityofplattsburgh-ny.gov

MEMO

TO: Mayor Colin L. Read
Members of the Common Council

FROM: Fire Chief, Scott Lawliss

DATE: January 7, 2020

RE: Fire and Ambulance Responses

For this week's period: Tuesday, December 31, 2019 to Monday, January 6, 2020 our Department has responded to the following:

Fire Calls 6

1 smoke / odor removal
1 hazmat release investigation
3 EMS initiated patient care prior to transport ambulance
1 dispatched and canceled en route

Ambulance Calls 54

Mutual Aid by CVPH 10

DEPARTMENT: Building Inspector **REPORTING PERIOD: 12/31/19 TO 01/07/20**

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
1917	105 BRINKERHOFF ST		PHONE CALL	RAY BEEBE 0	01/06/2020
VIOLATION		SEVERITY	AREA	COMPLY BY COMPLIED	
ZONING VIOLATION		0			1 DAYS OPEN
NEW SIGN ON BUILDING - "SINGLE ROOMS FOR RENT"					

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		01/08/20		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPERANCE TICKE	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH	01/08/20	01/08/20		.00
COMPLAINT	JIM WELCH				.00
COMPLAINT/VIOLATION TOTALS					.00

REFERENCE	LOCATION / CASE / COMPLAINT/VIOLATION	COMMENT	AREA / SOURCE	RESPONSIBLE PARTY / SEVERITY	CREATED / COMPLIED
1916	5072 SO CATHERINE ST			TIMOTHY JOHN PARSONS 0	01/03/2020
VIOLATION		SEVERITY	AREA	COMPLY BY COMPLIED	
PARKING		0			4 DAYS OPEN
OWNER MADE PARKING AREA BY PLACING GRAVEL IN FRONT YARD.					

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPET	INSPECTION	NEW		01/04/20		
NOTICE	NOTICE	NEW				
REINSPECT	INSPECTION	NEW				
APPEARANCE TICK	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KYLE BURDO	01/04/20	01/04/20		.00
COMPLAINT	KYLE BURDO				.00
COMPLAINT/VIOLATION TOTALS					.00

DEPARTMENT TOTALS	2 COMPLAINTS/VIOLATIONS	.00
COMPLAINT/VIOLATION ACTIVITY 12/31/19-01/07/20:	2 CREATED 0 COMPLIED	
REPORT TOTALS	2 COMPLAINTS/VIOLATIONS	.00
COMPLAINT/VIOLATION ACTIVITY 12/31/19-01/07/20:	2 CREATED 0 COMPLIED	

** END OF REPORT - Generated by Lisa Beebie **

DEPARTMENT: Building Inspector **REPORTING PERIOD: 12/31/19 TO 01/07/20**

COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
PARKING	1
ZONING VIOLATION	1
DEPARTMENT TOTALS	2
REPORT TOTALS	2

** END OF REPORT - Generated by Lisa Beebie **

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 12/29/2019 00:00 TO 01/05/2020 0:00

Call Type	Invalid Time	0000-0159	0200-0359	0400-0559	0600-0759	0800-0959	1000-1159	1200-1359	1400-1559	1600-1759	1800-1959	2000-2159	2200-2359	TOTALS
ABANDONED 911	0	1	2	0	0	0	0	0	0	0	1	2	0	6
ABC VIOLATIONS	0	3	0	0	0	0	0	0	0	0	0	0	0	3
ABSCONDED	0	0	0	0	0	0	0	0	0	0	0	0	1	1
ADMINISTRATIVE	0	0	0	2	0	0	0	0	0	0	0	0	0	2
AIDED MEDICAL	0	4	0	0	0	0	3	0	0	1	2	1	1	12
ALARM	0	0	0	0	0	1	1	1	0	0	0	0	0	3
ANIMAL DOMESTIC	0	0	0	0	0	0	0	0	0	0	0	0	1	1
ASSAULT	0	0	0	0	0	0	0	0	0	1	0	0	0	1
BEAT MONITORING	0	1	3	0	0	0	0	0	0	0	0	0	1	5
BKGRND INVST CIVILIAN	0	0	0	0	0	9	0	0	0	0	0	0	0	9
DEATH INVEST	0	0	0	0	0	0	0	1	0	0	0	0	0	1
DISORDERLY PERSONS	0	1	1	0	0	0	0	0	0	0	0	0	0	2
DOMESTIC	0	1	1	0	0	0	1	1	0	0	1	1	0	6
DOOR UNLOCKING	0	0	0	0	0	0	2	1	1	0	1	0	1	6
DRUG INVESTIGATION	0	1	1	0	0	0	0	0	0	0	0	0	0	2
EMOTIONALLY DISTRBD PERSN	0	0	1	0	0	0	0	0	0	0	0	0	0	1
FINGERPRINTING	0	0	0	0	0	0	0	0	0	1	0	0	0	1
FOOT PATROL	0	0	5	0	0	0	0	2	0	3	0	1	1	12
FRAUD	0	0	0	0	0	0	0	1	0	0	0	0	0	1
HARASSMENT	0	0	0	0	0	1	0	0	1	0	1	3	0	6
INSECURE PROPERTY	0	1	1	1	0	0	0	0	0	0	0	0	0	3
LARCENY	0	0	0	0	0	0	0	0	2	0	2	0	0	4
LOST AND FOUND	0	0	0	0	1	2	0	1	3	2	1	1	0	11
M/V ACCIDENT	0	0	0	0	0	1	1	1	2	2	1	1	0	9
M/V OFFENSE	0	0	0	0	0	0	0	0	0	1	0	0	0	1
MEDIATION-NO OFFENSE	0	0	0	0	0	0	0	0	0	0	0	0	1	1
MISC CALLS	0	0	1	1	0	0	0	1	1	0	0	0	3	7
MISC OFFENSES	0	0	0	0	0	0	0	0	1	0	0	0	0	1

NEIGHBOR CRISIS	0	0	0	0	0	0	0	1	0	2	2	0	0	5
NOISE VIOLATION	0	1	0	0	0	0	0	0	0	1	0	0	1	3
PRISONER TRANSPORT	0	0	0	0	1	2	0	0	0	0	0	0	0	3
PROPERTY RETRIEVAL	0	0	0	0	0	0	0	1	0	0	0	0	0	1
SAFE SCRIPTS PROGRAM	0	0	0	0	0	0	1	0	0	0	0	0	0	1
SERVICES	0	0	0	0	0	0	0	0	1	0	0	0	1	2
SEX CRIMES	0	0	0	0	0	0	0	0	0	1	0	0	0	1
SEX OFFNDR REGISTRATION	0	0	0	0	0	1	2	0	0	0	0	0	0	3
SICK LEAVE	0	0	1	1	0	0	1	0	1	1	1	0	2	8
SUSPICIOUS ACTIVITY RPT	0	0	0	0	0	0	0	1	0	1	0	1	1	4
TRAFFIC STOP	0	3	7	0	0	0	2	1	2	2	0	5	11	33
TRESPASSING	0	0	0	0	2	1	0	1	0	1	0	0	1	6
WARRANT	0	1	0	0	0	1	0	0	0	1	0	0	0	3
WELFARE CHECK	0	1	0	1	0	2	2	5	2	2	2	2	0	19
Totals:	0	19	24	6	4	21	16	20	17	23	15	18	27	210

CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: Dec19

REVENUE SOURCES			CITY REVENUE	DUE OTHERS	TOTAL
Bingo Licenses (City)	25-2540	BINGO	$0.00		$0.00
Bingo Licenses (State)	1-0632	G 0632			$0.00
Bingo License Fees 3%	25-2540	BINGO	$48.00		$48.00
Building Permits	25-2555	PRMTS			$0.00
Circus License	25-2502				$0.00
City Code	12-1255				$0.00
Code Civil Compromise	26-2614				$0.00
Contractor Fees	25-2557	CNTRR			$0.00
Dog Licenses	25-2542	DOGLIC	$210.00		$210.00
State Neuter/Spay Surcharge				$32.00	$32.00
Extract of Records	12-1255	CLERKF	$0.00		$0.00
Game of Chance Lic. (City)	25-2541	GAMCHN	$20.00		$20.00
Game of Chance Lic. (State)	1-0632	G 0632	$30.00		$30.00
Gas Permits	15-1540	FIRFEE	$165.00		$165.00
Going Out of Business Lic	25-2509				$0.00
Hauler's License	25-2505	REFLIC	$0.00		$0.00
Housing Code	21-2110	ZONE			$0.00
Impound Fees	15-1550	PUBPND	$50.00		$50.00
Interest Temp	1124-2401	INTERE	$1.82		$1.82
Jeweler's Licenses	25-2503	VNDLIC			$0.00
Marriage Licenses	25-2545	MARRIA	$210.00	$270.00	$480.00
Notary Fees	12-1255	CLERKF			$0.00
Peddler/Vendor License	25-2503	VNDLIC	$20.00		$20.00
Returned Check Charges	12-1255	CLERKF			$0.00
Sign Permits	25-2590	SIGNPM			$0.00
Specifications	T-30	TP300	$0.00	$0.00	$0.00
Special Use Permits	21-2110	ZONE			$0.00
Subdivision Fee	21-2110	ZONE	$0.00		$0.00
Subdivision Ordinance	12-1255	CLERKF			$0.00
Taxi Operator's Licenses	25-2507	TXIPRT	$450.00		$450.00
Taxi Vehicle Licenses	25-2504	TXIVEH	$240.00		$240.00
Tree/Stump Removal License	25-2508	TREREM	$0.00		$0.00
Vital Statistics	16-1603	VITSTA	$5,384.00		$5,384.00
Zoning Ordinances	21-2110	ZONE			$0.00
Zoning Variances	21-2110	ZONE			$0.00
OTHER REVENUE					
Riverwalk					
1127-2753					$0.00
Auditorium					
1127-2752		G 2752	$100.00		$100.00
Centennial Plaques					
1127-2705					$0.00

Lake Champlain Memorial				
1127-				
RECOVERED FUNDS				
Telephone				
1-1410000-4414				$0.00
Postage				
1-1410000-4470				$0.00
Print & Copy				
1-1410000-4431				$0.00
DISBURSEMENTS:	$6,928.82	$302.00		$7,230.82
NYS Dept of Health	$270.00	Check No	1545	
NYS Dept of Ag & Mkts	$32.00	Check No	1546	
TOTAL PAID OTHERS:				$302.00
ADJUSTMENT: NONE				
Shortage/Overage				
Chamberlain (Spec. Deposits)	$0.00	Check No		
Chamberlain (New Revenue)	$6,928.82	Check No	1547	
Amount Due City Chamberlain:				$6,928.82
				$7,230.82

Dated at Plattsburgh, New York

Sylvia Parrotte,
City Clerk

6-Jan-20

STATE OF NEW YORK)
COUNTY OF CLINTON)
CITY OF PLATTSBURGH)

THE PEOPLE OF THE CITY OF PLATTSBURGH, NEW YORK
TO THE CITY CHAMBERLAIN OF THE CITY OF PLATTSBURGH, NEW YORK

GREETINGS:

YOU ARE HEREBY AUTHORIZED, DIRECTED AND REQUIRED, to receive, levy and collect all taxes, in the manner provided by law, from the several persons, firms, corporations and properties named and specified in the Assessment Roll for the fiscal year 2020, to which this warrant is hereunto annexed and herewith delivered to you, in the several sums mentioned and stated thereon, being a total of $18,753,824.13.

City Tax	$11,533,602.00
County Tax	5,855,902.12
2019-2020 School Tax Re-levy	1,201,970.43
City Omitted Tax	37,225.94
County Omitted Tax	17,400.78
Delinquent Public Works	723.50
Delinquent Water	8,840.43
Delinquent Sewer	12,158.99
Delinquent Waste Collection	990.00
Assessment District No1 (Downtown)	71,509.96
US Oval Parking District	13,499.98
	$18,753,824.13

Together with all fees, interest and penalties which may accrue thereon according to the provisions of law, collection thereof to be made in four (4) installments as provided in Section 150 of the City Charter, as amended; it being understood that such installments shall also include, in addition to one-fourth of the general taxes and Parking Lot District Taxes, those delinquent water meter charges, sewer charges and other charges of previous years not heretofore paid, together with fees and interest thereon, as provided in Section 45B and 167 of the City Charter; and 150 of the City Charter.

You are hereby authorized and directed to deposit all the monies collected for all taxes and charges on such assessment roll to the credit of the General Fund, Water or Sewer Fund, Parking Lot District Fund, as the source of revenue may determine.

In the event any taxes, water and sewer or delinquent charges, or Parking Lot District Taxes, together with fees, interest and penalties, remain unpaid on November 1, 2020, you are directed to proceed to collect the same in the manner prescribed by Article 11 of the Real Property Tax Law, as amended by Chapter 602 of the Laws of 1993, by Chapter 532 of the Laws of 1994 and Chapter 579 of the Laws of 1995.

GIVEN UNDER THE HANDS OF THE MAYOR AND CITY CLERK of the City of Plattsburgh, New York, with the seal of said City affixed hereto.

_____
Colin Read, Mayor

DATED: January 9th, 2020

_____
Sylvia Parrotte, City Clerk

Plattsburgh, New York

Kristofer Gushlaw
Chief Plant Operator
Water Resource Recovery Facility

53 Green Street
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
gushlawk@cityofplattsburgh-ny.gov

January 7, 2020

Honorable Mayor Colin Read
and Members of the Common Council
41 City Hall
Plattsburgh, NY 12901

RE: Surpass Chemical Company, Inc.
Contract #2019-01
15% Sodium Hypochlorite (Bleach) for the City of Plattsburgh- Contract Extension (1st)

Dear Mayor Read and Councilors:

The above referenced contract expires on February 14, 2020. The contract includes an option for extending the period of service for an additional year (up to two times). Surpass Chemical has requested that the first one-year extension option be utilized. It is requested that authorization be given to extend the period of service to February 14, 2021 without any changes to the existing contract ($0.862 per gallon). A copy of the confirming email is attached for your convenience.

Best Regards,

Kristofer Gushlaw
Chief Plant Operator

KG: Bids and Contracts

Plattsburgh, New York

Kristofer Gushlaw
Chief Plant Operator
Water Resource Recovery Facility

53 Green Street
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
gushlawk@cityofplattsburgh-ny.gov

January 7, 2020

Honorable Mayor Colin Read
and Members of the Common Council
41 City Hall
Plattsburgh, NY 12901

RE: Chemtrade Chemicals US LLC
Contract #2019-02
Liquid Aluminum Sulfate (Alum) for the WRRF - Contract Extension (1st)

Dear Mayor Read and Councilors:

The above referenced contract expires on March 13, 2020. The contract includes an option for extending the period of service for an additional year (up to two times). Chemtrade has requested that the first one-year extension option be utilized. It is requested that authorization be given to extend the period of service to March 13, 2021.

There is a slight increase in price: $458/dry ton to $488/dry ton. This price is still lower than the second lowest amount from last year's bid ($532.68/dry ton). This would be an estimated sum of $23,668 and we have budgeted $24,000 for 2020.

The letter from Chemtrade is attached for your convenience.

Best Regards,

Kristofer Gushlaw
Chief Plant Operator

KG: Bids and Contracts

DISCOVER
Plattsburgh

Richard A. Marks
City Chamberlain

Department of Finance
41 City Hall Place
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 January 9th, 2020, the following resolution was adopted:

By Councilor ; Seconded by Councilor

WHEREAS, the following resolution was adopted on January 9th, 2020, and

WHEREAS, the Capital Expenditure Plan adopted December 12th, 2019, includes a Water Distribution System category, and

WHEREAS, the Public Works Department is establishing a 2020 Water System Improvements project that includes all of the projects listed in the Water Distribution System category in the Capital Expenditure Plan that was adopted December 12th, 2019, and

WHEREAS, the cost of the 2020 Water System Improvements project has been estimated by the Public Works Department for the costs of the planned expenditures during 2020, as follows:

	2020 Capital Plan	**2020 Estimated Cost**
Cogan water work	$ 400,000	$ 400,000
Ohio Ave. – Nevada to Tennessee	210,000	210,000
Riley Ave. – Miller to Sailly	60,000	60,000
Replace laterals before paving	50,000	50,000
Water meter reading system	75,000	75,000
Hydrant replacement plan	24,000	24,000
Total	$ 819,000	$ 819,000

Project Funding:

Water Fund Bonds	$ 819,000	$ 819,000
Total	$ 819,000	$ 819,000

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 9th day of January 2020, as follows:

1) That, the amount of Eight Hundred Nineteen Thousand and 00/100 ($819,000.00) Dollars is hereby appropriated for the capital project **2020 Water System Improvements (H8320.80)** for the cost of the improvements listed above and is hereby authorized to be expended for such purpose.

2) That, Eight Hundred Nineteen Thousand and 00/100 ($819,000.00) Dollars of such appropriation be provided by advances from the Water Operating Fund but that such advances are to be repaid to the Water Fund by year end through funding of this project with Bond Anticipation Notes or Serial Bonds.

3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

_____

CITY CLERK

RMS
ENGINEERS • PLANNERS • SURVEYORS • SOIL & MATERIAL TESTING
ROBERT M. SUTHERLAND P.C.

December 10, 2019

Andrew Durrin
Engineering Technician
City of Plattsburgh Public Works
215 Idaho Avenue
Plattsburgh, NY 12903

RE: Riley Avenue Water Line Replacement & Reconstruction
City Plattsburgh

Dear Mr. Durrin:

As requested, please find below a cost estimate for engineering services with respect to the above referenced project:

Engineering Services

Development of construction documents for the water line replacement and reconstruction of Riley Avenue from the intersection of Sailly Avenue to Margaret Street, approximately 460 linear feet.

Subject	Unit	Unit Price	Qty.	Extension
Development of schematic Design Drawings	Lump Sum	2,400.00	1	2,400.00
Design of utility upgrades to existing water and storm system	Lump Sum	2,550.00	1	2,550.00
Preparation of Final Construction Documents for bid	Lump Sum	3,790.00	1	3,790.00
Administrative Assistance during construction	Hours (PE)	125.00	40	5,000.00
			Not to Exceed Total Price:	$ 13,940.00

Above cost includes all necessary labor, equipment, and expenses to perform the required tasks as outlined in your scope of services. Price based on all survey work provided by others. City to provide standard front end specifications and standard construction details in electronic format.

11 MACDONOUGH STREET, PLATTSBURGH, NY 12901 518.561.6145(PH) 518.561.2496 (FX)
RMSPC.COM AJ.OVIOS@RMSPC.COM

Please note that payment in full is expected within 30 days of invoice date, unless other arrangements have been previously negotiated. Interest will be added to bills past 30 days at a 1.5% rate per month. Client is responsible for collection costs on bills past 90 days including all reasonable legal fees.

The above costs are based on final deliverables being in electronic form, any hard copies will be billed separately at cost plus 10%.

We thank you for the opportunity to provide your company with this proposal, and if you have any further questions, please feel free to contact our office.

Respectfully submitted,

Aaron J. Ovios, P.E.

Prior City Streets reconstruction projects designed by RMSPC for the City of Plattsburgh

Portions of or totality of:

Durkee Street
South Platt Street
South Catherine
Wall Street
Rugar Street
Weed Street
Mildred Boulevard
Broad Street
Holland Avenue
Dorchester Drive
Carlton Street
Jay Street
Sailly Avenue
Kelvin Lane
Maple Street
Park Avenue
Underwood Avenue
Prospect Avenue
McKinley Avenue
East Gate
Plant Street
Drapper Avenue
Healey Avenue
Jerry Drive
Veterans Lane
Steltzer Avenue
Sharron Avenue
Protection Avenue

In addition, RMSPC has performed countless other surveys and engineering services for the City over the past 40 years.

RMS
ENGINEERS • PLANNERS • SURVEYORS • SOIL & MATERIAL TESTING
ROBERT M. SUTHERLAND P.C.

January 7, 2019

Andrew Durrin
Engineering Technician
City of Plattsburgh Public Works
215 Idaho Avenue
Plattsburgh, NY 12903

RE: Ohio Avenue Water Line Replacement
City Plattsburgh

Dear Mr. Durrin:

As requested, please find below a cost estimate for engineering services with respect to the above referenced project:

Engineering Services

Development of construction documents for the water line replacement along Ohio Avenue from the intersection of Nevada Oval to the north entrance to Lake Forest, approximately 1,000 linear feet.

Subject	Unit	Unit Price	Qty.	Extension
Development of schematic Design Drawings	Lump Sum	2,100.00	1	2,100.00
Design of utility upgrades to existing water system	Lump Sum	2,050.00	1	2,050.00
Preparation of Final Construction Documents for bid	Lump Sum	3,790.00	1	3,790.00
Administrative Assistance during construction	Hours (PE)	125.00	40	5,000.00
			Not to Exceed Total Price:	$ 12,940.00

Above cost includes all necessary labor, equipment, and expenses to perform the required tasks as outlined in your scope of services. Survey estimate based on prevailing wage rates. Price based on all survey work provided by others. City to provide standard front end specifications and standard construction details in electronic format.

Please note that payment in full is expected within 30 days of invoice date, unless other arrangements have been previously negotiated. Interest will be added to bills past 30 days at a

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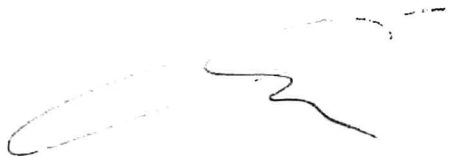
1.5% rate per month. Client is responsible for collection costs on bills past 90 days including all reasonable legal fees.

The above costs are based on final deliverables being in electronic form, any hard copies will be billed separately at cost plus 10%.

We thank you for the opportunity to provide your company with this proposal, and if you have any further questions, please feel free to contact our office.

Respectfully submitted,



Aaron J. Ovios, P.E.

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 01/10/2020

	Payee	Description	Amount
City:			
	The Depository Trust Company	Debt Serv PI refunding bond 2016 princ & interest - Due Jan 15th, 2020	211,249.10
	Blue Shield of Northeastern NY	Group admin and stop-loss insurance fees for Jan 2020 - all departments	82,075.51
	ProAct, Inc.	Prescription health care cost for actives & retirees - Dec 15th - Dec 31st, 2019 - all depts.	68,692.98
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	61,229.60
	Wind River Environmental LLC	31 loads of sludge hauled to Franklin County & Grasslands - WPCP - Dec 2019	14,189.28
	Franklin County Landfill	Tipping fees sludge hauled to the landfill - WPCP - Dec 2019	12,840.75
	Firematic Supply Co.	Repairs to vehicles 283 & 284 - Fire - Dec 2019	10,498.53
	Exxon-Mobil Fleet Services	Fuel for City vehicles for all departments - Nov/Dec 2019 usage	8,889.70
	NYS Electric & Gas	Elec. & gas charges all facilities - DPW/LIB/PUMP/POL - Dec 2019	6,730.28
	Law Offices of Dean C. Schneller	Corporate Counsel services all City Depts net of payroll - Nov 27 - Dec 26	6,365.00
	Goldberger & Kremer	Labor matters retainer and Part B services - Corp Counsel - Dec 2019	4,300.00
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	4,213.77
	The Guardian Life Insurance Co.	Disability insurance coverage for 4th qtr Oct - Dec 2019 - all departments	3,467.93
	Baker & Taylor	Book purchases for the month of Dec 2019 - Library	3,303.74
	VP Supply Corporation	Misc parts, water main repair - DPW - Dec 2019	3,020.97
	Architectural & Engineering Design	Annexation professional fees (Proj #18097) - Dec 2019	2,744.49
	Clinton County Treasurer	Ambulance supplies purchased thru hosp - Fire - Nov 2019	2,536.09
	NEWS of New York Inc.	Solid waste landfill disposal fees - DPW - Dec 2019	2,422.71
	TM Auto Repair Center Inc.	Repairs, unit 310- Police - Dec 2019	2,241.50
	Underhill Garage, Inc.	Various vehicle parts - DPW - Dec 2019	1,916.85
	Platinum Plus for Business	Credit card charges -DPW/Mayor/Police/Fire - Dec 2019	1,783.95
	Medicare Reimbursements - 3 retirees	3rd & 4th Qtr. 2019 Medicare deduction reimburse (Incls 1 spouse)	1,761.50
	MX Fuels & Propane/Vaincourt Fuels Div.	868.50 gallons of gasoline - Police - Dec 2019	1,710.22
	Bound Tree Medical LLC	Medical supplies for ambulances - Fire - Oct & Dec 2019	1,382.96
	Receiver of Taxes & Assessments	Water & sewer charges various locations - Water & Sewer - Aug-Dec 2019	1,303.84
	Lowes Companies Inc.	Misc purchases - WPCP, CD, DPW - Oct 2019	1,205.22
	Westaff	Temporary clerical support - DPW - Dec 2019	1,200.00
	G & G Tire	Repairs to various units - Police - Dec 2019	1,091.90
	Adirondack Energy	Fire Department fuel purchased - Dec 2019	1,014.87
	Others - 62 total others	Various (average $170.32 each)	10,559.65
		Total City	535,942.89
MLD:			
	The Depository Trust Company	Debt Serv Public Improve refunding bond 2016 princ & int - Due Jan 15th, 2020	210,050.90
	Excellence Opto Inc	LED 400 streetlight fixture - Dec 2019	8,375.00
	Clinton County DSS (9)	Refunds of HEAP payments applied to electricity accts - Nov 2019-Jan 2020	3,272.34
	Exxon-Mobil Fleet Services	223.09 gallons gasoline & 614.22 gallons diesel - Nov/Dec 2019	1,961.22
	Unifirst Corp.	Uniform service for 16 MLD workers - Dec 2019	1,687.72
	O'Reilly Auto Enterprises, LLC	Materials and supplies for transport shop maintenance - Dec 2019	1,232.51
	Others - 16 total	Various (average $167.07 each)	2,673.06
		Total MLD	229,252.75
Specials:			
	Journal Vouchers (not expenditures)	2019 Internal Fund/Svcs transfers-St. Lights-Dec 2019	18,674.37
	Journal Transfers (not expenditures)	Trans Op Fund to Debt Serv princ & interest PIB refunding bonds 2016-Jan 2020	211,249.10
	Journal Vouchers (not expenditures)	Postage reimbursement to Central Data Processing for December 2019	2,028.75
		Total Specials	231,952.22
	Gross Total		$ 997,147.86
	Less: Inter-Fund Transactions		231,952.22
	Total Net Expenditures		$ 765,195.64

Payroll:			Pay Period		Year to Date	
	Total Payroll Headcount		46		240	
	Base Hourly & Salary		$ 41,228.71		$ 321,944.81	
	Overtime, Standby & Shift Differentials	Fire holiday and O/T adjustments	4,551.05	11.04%	46,286.38	14.38%
	Vacation, Holiday, Pers. & Accum. Leave & severance	Silver 6.7k (YTD Peck .7k, Garden M 1.1k, Wellman 4.3k Hilchey 10.1k, Morse 2.7k, Bell 12.0k, McFalls 5.3k, Primard 4.8k)	6,837.68	16.58%	147,604.05	45.85%
	Sick, Bereavement Leave, Jury		4,728.76	11.47%	21,348.57	6.63%
	Longevity - AFSCME bi-weekly $4.3k	Mgmt. bi-weekly $3k		0.00%	7,702.08	2.39%
	Higher Class Pay			0.00%	4,221.23	1.31%
	Sick Leave Buyout			0.00%	-	0.00%
	Health Insurance Buyout			0.00%	-	0.00%
	Clothing/Uniform Allow - PD, MLD	Pol Clothing 22.5k (MLD Clothing 7.2k, Pol Clothing 10.1k, Pol Uniform Maint 23.1k)		0.00%	-	0.00%
	College Degree Allowances	Police		0.00%	-	0.00%
	Severance - sick leave time	Silver 10.7k (YTD Peck 2.2k, Wellman 7.2k Hilchey 15.7k, Bell 29.9k, McFalls 15.3k, Primard 11.2k)		0.00%	-	0.00%
	Retroactive Pay			0.00%	-	0.00%
	Grand Total		$ 57,346.20		$ 549,107.12	
	Overtime, Standby & Shift Diff	Fire		0.00%	$ 12,837.90	27.74%
		Police	4,551.05	100.00%	6,451.40	13.94%
		DPW		0.00%	9,964.30	21.53%
		MLD		0.00%	12,004.63	25.94%
		WPCP		0.00%	2,875.72	6.21%
		Other City Depts.		0.00%	1,626.59	3.51%
		Library		0.00%	525.84	1.14%
		Overtime, Standby & Shift Diff - by depart.	$ 4,551.05		$ 46,286.38	

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2020 Budget vs. Actual
Payroll Period Ended 1/10/2020
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	266,000.00	6,976.83	12,837.90	(5,861.07)
Police	266,000.00	6,976.83	6,451.40	525.43
DPW	209,627.00	5,498.24	9,964.30	(4,466.06)
MLD	163,440.00	4,286.82	12,004.63	(7,717.81)
WPCP	71,310.00	1,870.37	2,875.72	(1,005.35)
Other City	45,154.00	1,184.33	1,626.59	(442.26)
Library	4,842.00	127.00	525.84	(398.84)
Total	1,026,373.00	26,920.42	46,286.38	(19,365.96)

Net O/T Cost	YTD Actual	O/T Recoveries	Net O/T Cost	Net YTD Variance
Fire	12,837.90		12,837.90	(5,861.07)
Police	6,451.40		6,451.40	525.43
DPW	9,964.30		9,964.30	(4,466.06)
MLD	12,004.63		12,004.63	(7,717.81)
WPCP	2,875.72		2,875.72	(1,005.35)
Other City	1,626.59		1,626.59	(442.26)
Library	525.84		525.84	(398.84)
Total	46,286.38	-	46,286.38	(19,365.96)