

1. Agenda

Documents:

[AGENDA 03-19-20.PDF](#)

2. Supporting Documents

Documents:

[MEETING DOCS 03-19-20.PDF](#)

3. Claims Analysis

Documents:

[CLAIMS ANALYSIS 031920.PDF](#)

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

March 19, 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:**

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**MAYOR'S COMMENTS:**

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**1. MINUTES OF THE PREVIOUS MEETING:**

**RESOLVED:** That the Minutes of the Regular Meeting of the Common Council held on March 12, 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

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**2. PAYROLLS OF VARIOUS DEPARTMENTS:**

**RESOLVED:** That the payrolls of the various Departments of the City of Plattsburgh for the week ending March 18, 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

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**3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:**

- Minutes from the City Infrastructure Committee meeting held on March 12, 2020

**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

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**4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None**

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**5. AUDIT OF CLAIMS:**

**RESOLVED:** That the bills Audited by the Common Council for the week ending March 20, 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

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**6. PERSONS ADDRESSING COUNCIL ON AGENDA ITEMS ONLY:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**7. OTHER ITEMS:**

**A. RESOLVED:** In accordance with the request therefore the Common Council approves PMLD Bid #2020-2-1 “Warehouse Forklift” be awarded to Northern Toyotalift” in the amount of \$31,995..

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

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

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**B. ADOPTION OF LOCAL LAW P-1 OF 2020:** A local law adding Article VII, entitled “Levy and Collection of Taxes; Board of Assessment Review”, per Section 306-36 through Section 306-51 to Chapter 306 “Taxation” to the City Code of the City of Plattsburgh.

This Local Law shall take effect immediately upon approval by the Mayor and filing with the New York Secretary of State. The entire text of which has been distributed to and read by the members of the Common Council, is hereby enacted without the reading thereof and a copy of said local law is made part of the minutes of this meeting.

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

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

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**8. TRAVEL REQUEST: None**

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**9. RESOLUTIONS FOR INITIAL CONSIDERATION: None**

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**10. NEW BUSINESS AND COUNCILOR REPORTS:**

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\_\_\_\_\_  
\_\_\_\_\_

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**11. CLOSING PUBLIC COMMENTS ON ANY TOPIC:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Motion to Adjourn by Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

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

**MEETING ADJOURNED:** \_\_\_\_\_



DISCOVER

Plattsburgh

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

William J. Treacy, P.E.  
Manager

217 Sharron Ave.  
Plattsburgh, NY 12901  
P: (518)-563-2200  
F: (518)-563-2748  
[www.cityofplattsburgh-ny.gov](http://www.cityofplattsburgh-ny.gov)

March 16, 2020

To: Mayor Colin Read;

Subject: Warehouse Forklift – Bid No. 2020-2-1  
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the three bids received on March 10, 2020 for the above subject contract.

We recommend award to **Northern Toyotalift, Burlington, Vt.** in the amount of **\$31,995.00**. Northern Toyotalift also offered a \$2,000 rebate for our old diesel forklift reducing the price to \$29,995.00. Northern Toyotalift provided the only complete bid as required by the bid specifications.

If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,

William Treacy  
Manager

CC: City Clerk  
Councilor McFarlin, PMLD Liaison  
MLD Financial Director Clookey  
Bid 2020-2-1 File



City of Plattsburgh  
Weekly Expenditure Analysis - Large Dollar Items  
Week of 03/20/2020

City:	Payee	Description	Amount
	NYS Municipal Workers' Comp	NYS workers' compensation premium-2nd qtr 2020 - all departments	133,000.50
	City Chamberlain - T&A Acct.	Transfer ACH payment - weekly Blue Shield & monthly CanaRx cost	128,518.46
	Blue Shield of Northeastern NY	Group admin and stop-loss insurance fees for Apr 2020 - all departments	78,900.18
	Tritech Software Systems	Annual maintenance for Impact RMS media and data sharing - Mat 2020	28,525.00
	Franklin County Landfill	Tipping fees sludge hauled to the landfill - WPCP - Feb 2020	12,881.70
	Law Offices of Dean C. Schneller	Corporate Counsel services all City Depts net of payroll - Jan 27, 2020-Feb 26, 2020	7,990.00
	Architectural & Engineering Design	Annexation professional fees (Proj #18097) - Feb 2020	7,972.25
	NEWS of New York Inc.	Solid waste landfill disposal fees - DPW - Feb/Mar 2020	4,417.01
	Cathedral Corp.	Property tax bill services for 2020 invoices - Feb 2020	3,049.26
	TM Auto Repair Center Inc.	Repairs: unit 176 2011 Nissan engine repairs - Police - Mar 2020	2,012.06
	Underhill Garage, Inc.	Various repairs for unit #52 recycling truck - DPW - Mar 2020	2,011.82
	Adirondack Janitorial	Cleaning service for the month - Police - Feb 2020	1,700.00
	Vantage Equipment	Cover for excavator E160 - DPW - Mar 2020	1,473.63
	Symquest Group Inc.	Printer MFP MPS - all depts - Feb 2020; Leases - Lib/Rec - Mar/Apr 2020	1,181.82
	Karis Rose Kourofsky	Referee/coach/clerical fees various programs - Rec Complex - Feb/Mar 2020	1,000.00
	Others - 112 total others	Various (average \$119.33 each)	<u>13,365.15</u>
		Total City	<u>427,998.84</u>
MLD:	NYS Department of Public Service	2020 NYS PSC gen'l assessment fee (PSC dept. expenses) - estimate Apr 2020	61,964.34
	NYS Electric & Gas	Electricity and natural gas for Sharron Ave - Jan/Mar 2020	2,546.84
	Clinton County DSS (1)	Refunds of HEAP payments applied to electricity accts - Mar 2020	2,351.58
	Synchrony Bank/Amazon.com	Various supply purchases for office, maint and repairs - Feb/Mar 2020	1,659.15
	Stuart C. Irby Co.	Various stff supply purchases for filed work safety - Jan/Feb 2020	1,258.16
	Grainger	Cover drum for spill containment plus accessories	1,177.43
	Deso Concrete	Electric vault EV-663	950.00
	Others - 5 total	Various (average \$235.84 each)	<u>1,179.21</u>
		Total MLD	<u>73,086.71</u>
Specials:	Capital Expenditures	Green St. demo, Farmers' Mkt design, Broad St. parking design	<u>66,839.00</u>
		Total Specials	<u>66,839.00</u>
	Gross Total		\$ 567,924.55
	Less: Inter-Fund Transactions		-
	Total Net Expenditures		<u>\$ 567,924.55</u>
Payroll:		Pay Period	Year to Date
	Total Payroll Headcount	46	259
	Base Hourly & Salary	43,614.11	\$ 2,321,778.89
	Overtime, Standby & Shift Differentials	6,207.01 14.23%	296,936.55 12.79%
	Vacation, Holiday, Pers. & Accum.	Pelletier 3.6k (Brown 1.7k, Maurice 5.1k, Sciole 18.0k)	
	Leave & severance	6,297.40 14.44%	503,405.35 21.68%
	Sick, Bereavement Leave, Jury	2,969.38 6.81%	135,612.09 5.84%
	Longevity - AFSCME bi-weekly \$4.3k	Mgmt. bi-weekly \$3k	45,757.22 1.97%
	Higher Class Pay	37.76 0.09%	17,545.60 0.76%
	Sick Leave Buyout	0.00%	-
	Health Insurance Buyout	0.00%	31,127.26 1.34%
	Clothing/Uniform Allow - PD, MLD	0.00%	-
	College Degree Allowances	Police 0.00%	-
	Severance - sick leave time	Pelletier .1k (Brown 2.1k, Maurice 9.4k, Sciole 24.8k) 0.00%	36,372.77 1.57%
	Retroactive Pay	0.00%	<u>5,349.65 0.23%</u>
	Grand Total	<u>\$ 59,125.66</u>	<u>\$ 3,393,885.38</u>
	Overtime, Standby & Shift Diff	Fire 0.00%	\$ 98,703.74 33.24%
		DPW 0.00%	57,326.54 19.31%
		Police 6,207.01 100.00%	72,128.90 24.29%
		MLD 0.00%	41,704.82 14.05%
		WPCP 0.00%	17,280.93 5.82%
		Other City Depts. 0.00%	8,657.29 2.92%
		Library 0.00%	<u>1,134.33 0.38%</u>
		Overtime, Standby & Shift Diff - by depart.	<u>\$ 6,207.01</u>
			<u>\$ 296,936.55</u>

**City of Plattsburgh**  
**Overtime, Standby & Shift Differential Analysis - 2020 Budget vs. Actual**  
**Payroll Period Ended 3/20/2020**  
**(in dollars)**

<b>Department</b>	<b>Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>
Fire	266,000.00	58,045.29	98,703.74	(40,658.45)
DPW	209,627.00	45,743.83	57,326.54	(11,582.71)
Police	266,000.00	58,045.29	72,128.90	(14,083.61)
MLD	163,440.00	35,665.12	41,704.82	(6,039.70)
WPCP	71,310.00	15,560.94	17,280.93	(1,719.99)
Other City	45,154.00	9,853.30	8,657.29	1,196.01
Library	<u>4,842.00</u>	<u>1,056.60</u>	<u>1,134.33</u>	<u>(77.73)</u>
<b>Total</b>	<b><u>1,026,373.00</u></b>	<b><u>223,970.37</u></b>	<b><u>296,936.55</u></b>	<b><u>(72,966.18)</u></b>

<b>Net O/T Cost</b>	<b>YTD Actual</b>	<b>O/T Recoveries</b>	<b>Net O/T Cost</b>	<b>Net YTD Variance</b>
Fire	98,703.74	420.00	98,283.74	(40,238.45)
DPW	57,326.54		57,326.54	(11,582.71)
Police	72,128.90	2,636.84	69,492.06	(11,446.77)
MLD	41,704.82		41,704.82	(6,039.70)
WPCP	17,280.93		17,280.93	(1,719.99)
Other City	8,657.29		8,657.29	1,196.01
Library	<u>1,134.33</u>		<u>1,134.33</u>	<u>(77.73)</u>
<b>Total</b>	<b><u>296,936.55</u></b>	<b><u>3,056.84</u></b>	<b><u>293,879.71</u></b>	<b><u>(69,909.34)</u></b>