

1. Agenda

Documents:

[COMMON COUNCIL AGENDA 03-21-19 .PDF](#)

2. Supporting Documents

Documents:

[BACKUP CCM 3-21-2019.PDF](#)

3. Claims Analysis

Documents:

[CLAIMS ANALYSIS 3-22-2019.PDF](#)

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

March 21, 2019

5:30 P.M.

AGENDA

Pledge of Allegiance

(RC)

Present: Mayor Colin Read, Councilors Rachelle Armstrong (W1), Mike Kelly (W2), Elizabeth Gibbs (W3), Peter Ensel (W4), Patrick McFarlin (W5), Jeff Moore (W6)

Absent:

MAYOR'S COMMENTS:

1. MINUTES OF THE PREVIOUS MEETING: Not available until March 28, 2019

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending March 20, 2019 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 Armstrong, Kelly, Gibbs, Ensel, McFarlin, Moore

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the week of March 12-18, 2019

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

Governance, Strategy, and City Operations- Chair Councilor Armstrong

City Infrastructure – Chair Councilor Moore

Finance and Budget – Chair Councilor Kelly

Public Safety – Chair Councilor Gibbs

Plattsburgh Public Library – Chair Councilor Ensel

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 Armstrong, Kelly, Gibbs, Ensel, 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 March 22, 2019 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 Armstrong, Kelly, Gibbs, Ensel, 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 transfer \$46,875 from the Community Development Office's 2019 Budget line item for Events Coordinator to the Mayor's Office 2019 personnel line item to fund the position of Community Engagement Coordinator.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Gibbs, Ensel, 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 _____

Roll call: Councilors Armstrong, Kelly, Gibbs, Ensel, McFarlin, Moore

MEETING ADJOURNED: _____



Plattsburgh, New York

Scott Lawliss
Fire Chief

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

MEMO

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

FROM: Fire Chief, Scott Lawliss

DATE: March 19, 2019

RE: Fire and Ambulance Responses

For this week's period: Tuesday, March 12, 2019 to Monday, March 18, 2019
our Department has responded to the following:

| | |
|---------------------------|---|
| Fire Calls | <u>14</u> |
| | 1 gas leak with investigation |
| | 5 alarm activation with investigation |
| | 1 oil or combustable liquid spill with hazardous mitigation |
| | 1 MVA with patient care and hazardous mitigation |
| | 3 EMS assist initiated patient care |
| | 2 service calls with investigation |
| | 1 good intent call |
| Ambulance Calls | 51 |
| Mutual Aid by CVPH | 8 |

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 3/22/2019

| Payee | Description | Amount |
|---|--|-------------------|
| NYS Municipal Workers' Comp | NYS workers' compensation premium - 4th qtr. 2018/2019 - all departments | 137,739.75 |
| City Chamberlain - T&A Acct. | Transfer wire payment - weekly Blue Shield & monthly CanaRx cost | 69,221.93 |
| Compass Minerals America, Inc. | 481.9744 tons highway salt delivered - DPW - February & March 2019 | 40,346.08 |
| White & Burke Real Estate Invest, Inc. | DRi consulting for Durkee St. revitalization - CD - February 2019 | 14,516.50 |
| Surpass Chemical Co. | 4,998 gal Surchlor Bulk Sodium Hypochlorite - WPCP - February 2019 | 4,308.28 |
| City Chamberlain - Soc Sec Acct. | Transfer to deposit FICA/Medicare Payroll withholding | 4,295.60 |
| Architectural & Engineering Design | Annexation professional fees (Proj #18097) for January-February 2019 | 3,929.75 |
| NYS Electric & Gas | Elec. & gas charges all facilities - Rec - February 2019 | 2,226.43 |
| NEWS of New York Inc. | Solid waste landfill disposal fees - DPW - February 2019 | 1,992.12 |
| Upstone (f/k/a Graymont) Materials Inc. | Winter mix asphalt for road maintenance & repairs - DPW - March 2019 | 1,467.54 |
| Bahr Sales | Input tube for Vacall, Plug Fluid Coupling, & Service Kit Silencer Foam - March 2019 | 1,459.21 |
| Stewart & Stevenson Power Products | Inspection & servicing of both generators at Station 1 & 2 - January 2019 | 1,225.00 |
| Temp-Press Inc. | Quarterly calibration of water filtration plant instruments - DPW - Feb 2019 | 1,095.00 |
| Adirondack Energy | Fire Department fuel oil purchased - March 2019 - 449.30 gals. | 1,033.39 |
| Canadian Pacific | Land & unserviced structures trail encroachment basic rent/fee 3/1/19 - 2/29/20 | 1,000.00 |
| Others - 51 total others | Various (average \$103.48 each) | <u>5,277.24</u> |
| Total City | | <u>291,133.82</u> |

| | | |
|-------------------------------------|---|-------------------|
| New York Power Authority | Electricity purchased for resale for February 2019 | 671,339.88 |
| Stuart C. Irby Co. | 900 AMP Discon M3 Switch/Versa-Crimp Hydraulic Compr Tool/Utility Tool/Loadbreak/Arc Flash Hood - f | 18,226.29 |
| Municipal Electric Utilities Assoc. | 2019 line workers safety and training program registration | 7,400.00 |
| PLM Electric Power Eng. | Design of distribution system from Rugar St to Reeves Ln | 5,311.30 |
| Clinton County DSS (11) | Refunds of HEAP payments applied to electricity accts - Nov 2018 / Jan 2019 | 4,026.15 |
| City Chamberlain - Soc Sec Acct. | Transfer to deposit FICA Payroll W/H | 2,709.37 |
| Ed Garrow & Sons Inc. | Wall St Ext project labor, eqpt, mat'l's and tools | 2,375.00 |
| Others - 9 total | Various (average \$171.38 each) | <u>1,542.44</u> |
| Total MLD | | <u>712,930.43</u> |

Specials:

| | | |
|-------------------------------------|--|-----------------|
| Journal Vouchers (not expenditures) | Postage reimbursement to Central Data Processing for January and February 2019 | <u>1,659.75</u> |
| Total Specials | | <u>1,659.75</u> |

| | |
|-------------------------------|------------------------|
| Gross Total | \$ 1,005,724.00 |
| Less: Inter-Fund Transactions | <u>1,659.75</u> |
| Total Net Expenditures | <u>\$ 1,004,064.25</u> |

Payroll:

| | Pay Period | | | Year to Date |
|---|---------------------|--------|--|--------------------------|
| Total Payroll Headcount | 242 | | | 254 |
| Base Hourly & Salary | 73,408.88 | | | \$ 2,339,418.10 |
| Overtime, Standby & Shift Differentials | 6,720.17 | 9.15% | | 301,624.10 12.89% |
| Vacation, Holiday, Pers. & Accum. | | | | |
| Leave & severance (YTD McFalls 5.3k) | 11,513.48 | 15.68% | | 461,379.05 19.72% |
| Sick, Bereavement Leave, Jury | 4,017.88 | 5.47% | | 124,380.74 5.32% |
| Longevity - AFSCME bi-weekly \$4.3k | | 0.00% | | 43,761.78 1.87% |
| Higher Class Pay | | 0.00% | | 14,408.70 0.62% |
| Sick Leave Buyout | | | | - 0.00% |
| Health Insurance Buyout | | | | 24,750.00 1.06% |
| Clothing/Uniform Allow - PD, MLD (YTD MLD \$7.8K, Police \$10.2k & Police clothing allowance) | | | | - 0.00% |
| College Degree Allowances | | | | - 0.00% |
| Severance - sick leave time (YTD McFalls 15.3k) | | 0.00% | | 26,486.96 1.13% |
| Retroactive Pay | | | | <u>603,879.73</u> 25.81% |
| Grand Total | <u>\$ 95,660.41</u> | | | <u>\$ 3,940,089.16</u> |
| Overtime, Standby & Shift Diff | | | | |
| Fire | | 0.00% | | \$ 117,203.85 38.86% |
| Police | 5,591.29 | 83.20% | | 60,584.89 20.09% |
| DPW | | 0.00% | | 66,951.19 22.20% |
| MLD | 1,128.88 | 16.80% | | 29,760.16 9.87% |
| WPCP | | 0.00% | | 16,911.16 5.61% |
| Other City Depts. | | 0.00% | | 9,135.11 3.03% |
| Library | | 0.00% | | <u>1,077.74</u> 0.36% |
| Overtime, Standby & Shift Diff - by depart. | <u>\$ 6,720.17</u> | | | <u>\$ 301,624.10</u> |

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2019 Budget vs. Actual
Payroll Period Ended 3/22/2019
(in dollars)

| Department | Budget | YTD Budget | YTD Actual | YTD Variance |
|-------------------|----------------------------|--------------------------|--------------------------|---------------------------|
| Fire | 383,573.00 | 84,839.73 | 117,203.85 | (32,364.12) |
| Police | 281,486.00 | 62,259.84 | 60,584.89 | 1,674.95 |
| DPW | 177,577.00 | 39,276.97 | 66,951.19 | (27,674.22) |
| MLD | 137,607.00 | 30,436.29 | 29,760.16 | 676.13 |
| WPCP | 59,475.00 | 13,154.84 | 16,911.16 | (3,756.32) |
| Other City | 21,930.00 | 4,850.54 | 9,135.11 | (4,284.57) |
| Library | <u>4,842.00</u> | <u>1,070.97</u> | <u>1,077.74</u> | <u>(6.77)</u> |
| Total | <u>1,066,490.00</u> | <u>235,889.18</u> | <u>301,624.10</u> | <u>(65,734.92)</u> |

| Net O/T Cost | YTD Actual | O/T Recoveries | Net O/T Cost | Net YTD Variance |
|---------------------|--------------------------|-----------------------------|--------------------------|---------------------------|
| Fire | 117,203.85 | | 117,203.85 | (32,364.12) |
| Police | 60,584.89 | | 60,584.89 | 1,674.95 |
| DPW | 66,951.19 | | 66,951.19 | (27,674.22) |
| MLD | 29,760.16 | | 29,760.16 | 676.13 |
| WPCP | 16,911.16 | | 16,911.16 | (3,756.32) |
| Other City | 9,135.11 | | 9,135.11 | (4,284.57) |
| Library | <u>1,077.74</u> | <u> </u> | <u>1,077.74</u> | <u>(6.77)</u> |
| Total | <u>301,624.10</u> | <u>-</u> | <u>301,624.10</u> | <u>(65,734.92)</u> |