

**GOVERNANCE, STRATEGY & CITY OPERATIONS COMMITTEE  
THURSDAY, OCTOBER 4, 2018  
CITY OF PLATTSBURGH COMMON COUNCIL CHAMBERS  
MINUTES  
4:30PM**

**Roll Call:** Councilor Armstrong, Councilor Kelly, Councilor Dowdle, Mayor Read, Chair Councilor Kretser arrived after Roll call at 4:58 pm, Councilor McFarlin arrived after Roll call at 5:02 pm

**Others Present:** City Clerk Sylvia Parrotte, Director of Community Development Matthew Miller, DRI Project Coordinator Ethan Vinson and Promotions and Special Events Coordinator Tara Powers

**Absent: Councilor Ensel**

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**1. PUBLIC COMMENTS: None**

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**2. REPORTS FROM DEPARTMENT REPRESENTATIVES AND DISCUSSION WITH COUNCILORS:**

1. Report from the City Clerk's Office of all monies received during the month August 2018 in the total amount of \$10,752.44.
2. Council will hold 2019 Budget Sessions with Public Safety Departments (Police and Fire Departments).

**Councilor Budget discussion held with Police Chief Levi Ritter**

**Councilor Budget discussion held with Fire Chief Scott Lawliss**

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**3. AGENDA ITEMS BROUGHT FORWARD FROM DEPARTMENTS TO BE APPROVED BY COMMITTEE AND RECOMMENDED TO COUNCIL:**

1. Request from Police Chief Ritter to enter in to a year contract with Eagle's Nest Veterinary Hospital for animal shelter services for fees outlined in the agreement.
2. Request from Plattsburgh Half Marathon Inc. to hold the Plattsburgh Half Marathon on Sunday, May 5, 2019.
3. Request from Promotions and Special Events Coordinator Tara Powers to hold a Holiday Parade on Saturday, December 1, 2018 at 5pm. The route will begin on Beekman Street, travel down Brinkerhoff Street, turn left onto Oak Street, right onto Court Street and then right onto

Margaret Street. It will proceed to Pine Street ending behind Stafford Middle School. This is to coincide with the Strand Center for the Arts tree lighting.

4. Request from Gary Kroll and his SUNY Plattsburgh Halloween Class to hold a Halloween Festival on Wednesday, October 31, 2018 from 4pm to 11:00pm at Broadway Park located in the East Gate neighborhood. The group will be responsible for providing Portopottys, removing all debris and understand that the city is not responsible for any loss or damage.
5. Request from Community Development Director Matthew Miller that the Mayor be authorized to sign a lease agreement with “Builder’s Supply Auction” to hold an event known as “2019 Spring Builder’s Supply Auction” in the Crete Civic Center Arena from Thursday, May 2<sup>nd</sup>, 2019 through Saturday, May 4<sup>th</sup>, 2019. The lease requires Builder’s Supply Auction to pay the City of Plattsburgh the amount of \$2,518.00 for rent and City services. Further, the Council finds that this space is not needed for a public purpose during the proposed lease agreement term of three days and that this lease will be subject to presentation of sufficient proof of insurance.
6. Request from Community Development Director Matthew Miller that the Mayor be authorized to sign a lease agreement with “Builder’s Supply Auction” to hold an event known as “2019 Fall Builder’s Supply Auction” in the Crete Civic Center Arena from Thursday, September 5<sup>th</sup>, 2019 through Saturday, September 7<sup>th</sup>, 2019. The lease requires Builder’s Supply Auction to pay the City of Plattsburgh the amount of \$2,518.00 for rent and City services. Further, the Council finds that this space is not needed for a public purpose during the proposed lease agreement term of three days and that this lease will be subject to presentation of sufficient proof of insurance.
7. Request that the Mayor is authorized to sign an agreement with FLW, LLC and Adirondack Coast Visitors Bureau to host a FLW series qualifying fishing tournament on July 18 - 20, 2019.
8. Request that the Mayor is authorized to sign an agreement with American Bass Anglers, Inc. and Adirondack Coast Visitors Bureau to host a Bass fishing tournament on August 17, 2019.
9. Request from the North Country Mustang Club to hold their Annual All Ford Show at the US Oval on Sunday, July 28, 2019. They request electricity; use of the City Trailer stage and tents will be erected. Certificate of Insurance, \$20 utility fee, portopottys and Dig safe permits will be required.
10. Request that the Common Council of the City of Plattsburgh adopts the New York State Sexual Harassment Policy for all Employers in New York 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 policy is made part of the minutes of this meeting.
11. Request from Police Chief Ritter one Police Department employee to attend “Evidence Based Police Training, Data Driven Decision Making Symposium” from October 15-16, 2018 in Albany, NY. The total cost should not exceed \$556.00. The lodging will be paid for by the Division of Criminal Justice Services and will be expensed out of the Asset Forfeiture Fund.

By Councilor Armstrong; Seconded by Councilor Mayor Read

(RC) Roll call: All voted in the affirmative.

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**4. OLD BUSINESS: None**

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**5. NEW BUSINESS: None**

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Motion to Adjourn by Councilor Armstrong; Seconded by Councilor Mayor Read

(RC) Roll call: All voted in the affirmative.

**MEETING ADJOURNED: 5:23 pm**