

At 5: 02 pm a Councilor Gibbs made a motion to enter Executive Session to discuss a matter of potential litigation.

By Councilor Gibbs; Seconded by Councilor Armstrong

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

(All voted in the affirmative)

Returned at 5:35pm

Mayor Read stated returned from Executive Session discussed a matter of the acquisition of real property. No action was taken during Executive Session.

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

April 4, 2019

5:30 P.M.

MINUTES

Pledge of Allegiance

(RC)

Present: Mayor Colin Read, Councilors Rachelle Armstrong (W1), Mike Kelly (W2), Patrick McFarlin (W5), Jeff Moore (W6)

Absent: Councilor Elizabeth Gibbs (W3) [*left meeting after Executive Session adjourned at 5:35p*] and Councilor Peter Ensel (W4)

MAYOR’S COMMENTS: None

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the Regular Meeting of the Common Council held on March 28, 2019 are approved and placed on file among the public records of the City Clerk’s Office

By Councilor Kelly; Seconded by Councilor McFarlin

(All in Favor/opposed)

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore

(All voted in the affirmative)

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending April 3, 2019 in the amount of \$ 100,030.36 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 Kelly; Seconded by Councilor McFarlin

(All in Favor/opposed)

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore
(All voted in the affirmative)

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the week of March 19 – April 1, 2019
- Report from the City Clerk’s Office of all monies received during the month of March 2019 in the total amount of \$10,199.86
- Minutes from the Public Safety Committee held on March 28, 2019

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

Governance, Strategy, and City Operations- Chair Councilor Armstrong. Councilor McFarlin indicated met tonight moved items to agenda.

City Infrastructure – Chair Councilor Moore indicated nothing new to report. Hopefully, turning corner on Pot holes. **Mayor Read** mentioned later in agenda items to move forward on some Public Works road projects for this year.

Finance and Budget – Chair Councilor Kelly indicated nothing to report. **Mayor Read** feels you will have an exciting Finance Committee meeting later in the month had an update from Chamberlain Marks on the status of the 2018 Budget and 2019.

Public Safety – Chair Councilor Gibbs absent and Councilor Ensel absent. No report.

Plattsburgh Public Library – Chair Councilor Ensel absent. Councilor Armstrong indicated nothing new to report.

MLD - MLD Board President Councilor McFarlin indicated nothing new to report. Looking forward to meeting with Mayor Read and Manager Bill Treacy. MLD Board meeting in May. **Mayor Read** indicated we heard announcement last week that we have a 15 year extension on our Hydro Electric rates.

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 Kelly; Seconded by Councilor Moore
(All in Favor/opposed)

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore
(All voted in the affirmative)

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the week ending April 5, 2019 in the amount of \$ 991,493.57 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 Kelly; Seconded by Councilor Moore
(All in Favor/opposed)

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore
(All voted in the affirmative)

6. PERSONS ADDRESSING COUNCIL ON AGENDA ITEMS ONLY:

Marti Martin spoke on behalf of Community Earth Day Planning Group’s request to hold Earth Day celebration on April 27, 2019.

Mayor Read mentioned that the city is very proud of being sourced from sustainable energy like Hydroelectric and **Environmental Manager Jon Ruff** is doing an incredible job of upgrading the Wastewater plant to be more environmentally sensitive and also to create sort of a working museum so people can understand how it works. **Councilor Armstrong** has been championing sustainability for a long time as well.

7. OTHER ITEMS:

A. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign an amendment to the professional services agreement between the City of Plattsburgh and KAS, Inc. to include preparation of a bid specification and associated services for the selection of a qualified contractor for asbestos abatement and demolition of the Glens Falls National Bank building and associated structures for a cost not to exceed \$3,355.00 Payment shall be made from the Parking Fund.

By Councilor Moore; Seconded by Councilor Kelly

Discussion: None

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

B. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign a Memorandum of Understanding with Meadowbrook Health Care (MHC) that would permit MHC the temporary use and occupancy of the Crete Center in the event of an emergency during which MHC could not shelter their residents on site.

By Councilor McFarlin; Seconded by Councilor Moore

Discussion: None

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

Item 7C removed from this Agenda during Governance, Strategy & City Operations committee meeting.

C. RESOLVED: In accordance with the request therefore the Common Council approves Beekmantown Middle School 7th grade students to hold a 5k and 1 mile Fun Run/Walk on May 18, 2019 at 8am on US Oval to benefit the North Country Honor Flight. Request to close inside lane only of US Oval, Insurance certificate is required.

D. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign a consulting contract with the Finch Network for Grant Services involving Consolidated Funding Applications (CFAs) in an amount not to exceed \$15,000 to be expensed out of the Community Development Office budget.

By Councilor Armstrong; Seconded by Councilor McFarlin

Discussion: None

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

E. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign a letter of intent with Sheep Dog Response, a National Self Defense organization, to hold a series of “Sheepdog Response courses October 16, 17, 19 and 20, 2019 at the Recreation Center. Sheep Dog Response will pay \$495 to use the facility and Insurance proof is required.

By Councilor McFarlin; Seconded by Councilor Moore

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

F. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to establish a 2019 Equipment Purchase capital project, H5110.66, in the amount of \$205,000 for purchase of a loader and a plow truck for DPW.

Motion to waive reading and move Resolutions 7F, 7G and 7H

By Councilor McFarlin; Seconded by Councilor Armstrong

(All voted in the affirmative to waive reading and move Resolutions 7F, 7G and 7H)

Discussion: None

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

G. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to establish a 2019 Street Resurfacing capital project, H5110.67, in the amount of \$1,015,000 for improving various streets with the City of Plattsburgh

[See details under Item 7F]

ACTION TAKEN: Adopted

Follow up Action: None

H. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H8320.68, 2010 Mead Dam Design and Bidding Work, by increasing the cost by \$250,000 to a new total of \$950,000.

[See details under Item 7F]

ACTION TAKEN: Adopted

Follow up Action: None

I. RESOLVED: In accordance with the request therefore the Common Council approves the City of Plattsburgh and the Community Earth Day Planning Group to hold an Earth Day event at the Farmers Market Building on Saturday, April 27, 2019 from 10:00am to 12:00pm. Educational and Informational tables will be set up, Earth walk on sidewalks to the Samuel de Champlain monument, and cleanup of area near river.

By Councilor Armstrong; Seconded by Councilor Moore

Discussion: None

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

J. THE GOVERNANCE, STRATEGY & CITY OPERATIONS COMMITTEE SELECTS 11 MEMBERS (LISTED BELOW) TO SERVE A 3 MONTH TERM ON THE LIVABLE COMMUNITY ADVISORY COMMITTEE TO BEGIN ON APRIL 5, 2019 AND EXPIRING JULY 5, 2019:

- | | |
|-----------------|---|
| Jeff Moore | Councilor Ward 6 Representative from the Council |
| Peter Ensel | Councilor Ward 4, Representative from the Council |
| Patrick Rascoe | SUNY Police Chief, Representative for the College |
| George Wurster | Ward 2 |
| Art de Grandpré | Ward 6 |
| Joan Janson | Ward 3 |
| Michael Stetz | Student |
| Frances Wright | Ward 6 |
| Jane Desotelle | Ward 5 |

Motion to waive reading of names and move resolution:

By Councilor McFarlin; Seconded by Councilor Kelly
(All voted in the affirmative to waive reading of names and move resolution)

Discussion:

Motion to amend Livable Community Advisory Committee established by the Common Council at a Regular Meeting held on February 14 2019 amending the members of the committee “c. up to seven City residents nominated by the City Governance Committee” to “c. up to eight City residents nominated by the City Governance Committee.”

Livable Community Advisory Committee Resolution in its entirety as follows:

Whereas citizen advisory committees are a valuable means of enhancing the exchange of ideas between City residents and the City of Plattsburgh Common Council; and

Whereas advisory committees are able to focus on a single issue, and are able to provide, through research, recommendations to the Common Council in a timely fashion; and

Whereas, “livability” is the sum of the factors that add up to a community's quality of life—including the built and natural environments, economic prosperity, social stability and equity, educational opportunity, pedestrian access, crime and nuisance, beautification, and cultural, arts, entertainment and recreation possibilities.

NOW THEREFORE, Be It Resolved that the Common Council establishes a Livable Community Advisory Committee (“Committee”). The purpose of the Committee is to research and review the issues and problems identified by City residents in their experience as City residents. Upon identifying issues and problems, the Committee will seek to compile a list of potential solutions that could enhance the livability in the City for the benefit of the residents; and it is further

RESOLVED, that members of the Committee, per the nominations and selections below, will be approved by the Common Council. Each Committee member will be appointed for a three-month term and will serve without compensation. The Committee shall include the following representatives:

- a. Two City Councilors nominated by the Common Council.
- b. One representative nominated by SUNY Plattsburgh.
- c. Up to eight City residents nominated by the City Governance Committee, as compiled from a list of volunteers who will register their interest with the Mayor’s Office by completing an application; and it is further

RESOLVED, that the Committee shall vote to elect their Chair and Vice Chair and shall establish their agenda and schedule for meetings at their first meeting; and it is further

RESOLVED, that the Committee shall comply with the New York Open Meetings Law and the New

York Freedom of Information Act; and it is further

RESOLVED, that at the conclusion of the three month period, or sooner if appropriate, the Committee will present their research, findings, advice and proposed solutions to the Common Council at which point the Committee will be disbanded.

By Councilor McFarlin; Seconded by Councilor Armstrong

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore

(All voted in the affirmative to amend Livable Community Advisory Committee established by the Common Council at a Regular Meeting held on February 14 2019)

Motion to amend Resolution 7-J to add “Paula Cormier, Ward 1.”

By Councilor McFarlin; Seconded by Councilor Armstrong

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore

(All voted in the affirmative)

Resolution as amended:

THE GOVERNANCE, STRATEGY & CITY OPERATIONS COMMITTEE SELECTS 11 MEMBERS (LISTED BELOW) TO SERVE A 3 MONTH TERM ON THE LIVABLE COMMUNITY ADVISORY COMMITTEE TO BEGIN ON APRIL 5, 2019 AND EXPIRING JULY 5, 2019:

Jeff Moore	Councilor Ward 6 Representative from the Council
Peter Ensel	Councilor Ward 4, Representative from the Council
Patrick Rascoe	SUNY Police Chief, Representative for the College
George Wurster	Ward 2
Art de Grandpré	Ward 6
Joan Janson	Ward 3
Michael Stetz	Student
Frances Wright	Ward 6
Jane Desotelle	Ward 5
Sarah Belser-Ehrlich	Ward 4
Paula Cormier	Ward 1

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

K. WHEREAS, the City of Plattsburgh has three different programs that offer low interest loans from the City’s loan funds to best serve our low and moderate income residents and maintain the character of our downtown; and

WHEREAS, the Housing Development Revolving Loan Program/Fund (HRLF) offers rehabilitation of existing owner-occupied homes in the City of Plattsburgh through available New York State housing assistance grant programs and the housing revolving loan program; and

WHEREAS, the Economic Development Revolving Loan Program/Fund (EDRLF) is dedicated to creating new employment opportunities for low or moderate-income residents of the City by assisting new and expanding businesses; and

WHEREAS, the goals of the City's Façade Loan Program are:

1. To provide a positive visual impact on and to enliven the downtown district.
2. To preserve and enhance the historic fabric and architectural character of the historic buildings and the district.
3. To enhance the commercial viability of the downtown through the restoration of, or where appropriate, provision of new viable storefronts having good visibility and access, quality signage, and good lighting.
4. To provide needed repairs and maintenance to restore the buildings to good condition thus aiding in their preservation and improving their durability for the near future.
5. To provide contemporary design interventions, where appropriate, which have a positive visual impact and signal forward progress for the downtown; and

WHEREAS, each of these programs has an application review process prescribed by guidelines approved by the Common Council; and

WHEREAS, the Lake City Local Development Corporation—which previously made loan recommendations—has disbanded and is unable to provide loan recommendations; and

WHEREAS, it is in the best interests of the City for the review process for all three programs to be standardized and for all loan applications to be processed as expeditiously as prudence permits; and

WHEREAS, the primary responsibility of a Loan Review Committee would be to review loan requests under the three programs listed above and to make formal recommendations to the City's Common Council pursuant to their established guidelines, as amended.

NOW THEREFORE IT IS HEREBY RESOLVED, that the City of Plattsburgh establishes a three-member Loan Review Committee consisting of one staff member from the City's Community Development Office appointed by the Director of Community Development, one staff member from the City's Finance Department appointed by the Chamberlain, and one member from the banking industry appointed by the Mayor. The members of the Loan Review Committee shall serve for two (2) year renewable terms; and it is further

RESOLVED, that the Loan Review Committee shall familiarize themselves with the loan review guidelines as established by the Common Council and then meet periodically to review submitted loan applications and make formal recommendations to the Common Council to approve, approve with modifications or conditions, or deny the loan request; and it is further

RESOLVED, that the establishment and authority of the Loan Review Committee shall supersede and replace any prior loan review committee established by the Common Council and shall be reflected in any future revisions to the program guidelines for the HRLF, the EDRLF, and the Façade Loan Program, all of which shall be subject to approval by the Common Council; and it is further

RESOLVED, that since there are no members of a public body and due to the confidential nature of the material to be reviewed, the meetings and deliberations of the Loan Review Committee shall not be subject to the open meeting statute; and it is further

RESOLVED, that the Common Council retains the authority to make all final decisions on loan applications.

Motion to waive reading and move resolution:

By Councilor Armstrong; Seconded by Councilor McFarlin
(All voted in the affirmative to waive reading and move resolution)

Discussion: None

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

L. INTRODUCE LOCAL LAW P-4 OF 2019: A local law to provide for the codification of the local laws, ordinances and certain resolutions of the City of Plattsburgh into a Municipal Code to be designated the “Code of the City of Plattsburgh.”

By Mayor Read

Public Hearing Date set by Mayor: **Wednesday, April 17, 2019 at 5:00 pm**

8. TRAVEL REQUEST: None

9. RESOLUTIONS FOR INITIAL CONSIDERATION:

Councilor Moore added Item 1 for Initial Consideration:

1. COMPENSATION AND BENEFIT POLICY FOR LEVEL IV MANAGERS OF THE CITY OF PLATTSBURGH

This Compensation and Benefit Policy for Managers shall replace and supersede all prior resolutions, policies, procedures, salary schedules, promises and agreements containing the terms and conditions of employment of Managers who were hired by the City on or after April 11, 2019 (hereafter referred to as “Level IV Managers”). No City representative shall have the authority to offer any Level IV Manager any benefit not consistent with this policy. This policy may be modified or revoked at any time.

APPLICATION OF THIS POLICY

This Compensation and Benefit Policy for Level IV Managers shall apply to all full time employees of the City of Plattsburgh occupying titles not represented by a recognized or certified employee organization as that term is defined in NYS Civil Service Law Article 14, but only where such Managers were hired as “managers” by the City on or after April 11, 2019. Such persons are referred to herein as

“Level IV Managers.” This Compensation and Benefit Policy shall not apply to part time, seasonal and temporary employees or elected officials or any Manager hired prior to April 11, 2019.

WAGES

There shall be no salary schedule for Level IV Managers and the salary of each Level IV Manager shall be set by the City every year. At the time of a hire of a Level IV Manager, the Mayor shall recommend a specific salary which must be confirmed by the Common Council. Annually, the Mayor shall recommend a salary for each Manager for the following year in his proposed budget. The Common Council shall set the salary of each Manager as part of the budget approval process. There shall be no salary schedule for Level IV Managers and Level IV Managers shall not receive any longevity payments.

OTHER BENEFITS

Other than the Wages section described above, Level IV Managers shall receive the same benefits currently provided to “Level III” Managers as described in the Resolution of the Common Council approved on or about November 29, 2019, including any amendments thereto.

EFFECTIVE DATES

This policy shall be effective immediately for any person who begins serving as a Manager on or after April 11, 2019.

10. NEW BUSINESS AND COUNCILOR REPORTS: None

11. CLOSING PUBLIC COMMENTS ON ANY TOPIC:

Marti Martin asked if Old Code is still available for historical purposes.

City Clerk Sylvia Parrotte indicated she has a copy of the old code in her office that can be viewed by public.

[further discussion ensued]

Motion to Adjourn by Councilor McFarlin; Seconded by Councilor Kelly

Roll call: Councilors Armstrong, Kelly, McFarlin, Moore

(All voted in the affirmative)

MEETING ADJOURNED: 6:01 pm