

1. Agenda 021116

Documents: [AGENDA 02-11-16.PDF](#)

2. Supporting Documents 021116

Documents: [MEETING DOCUMENTS 021116.PDF](#)

3. Claims Analysis 021116

Documents: [CLAIMS ANALYSIS 021116.PDF](#)

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

February 11, 2016

5:30 P.M.

AGENDA

Present: Mayor James Calnon, Councilors Rachelle Armstrong (W1), Mike Kelly (W2), Dale Dowdle (W3), Paul O’Connell (W4), Becky Kasper (W5), Joshua Kretser (W6)

Absent:

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the regular meeting of the Common Council held on January 28, 2016 are approved and placed on file among the public records of the City Clerk’s Office.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending February 3, 2016 in the amount of **\$ 348,481.90** and February 10, 2016 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 _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the weeks of January 28 – February 10, 2016
- Report from the Building Inspector’s office February 9, 2016
- Statement from the City Clerk’s Office of all monies received during the month of January 2016 in the total amount of \$8,694.97
- Report from the Building Inspector’s office “2015 Building Inspector Statistics.”
- Report from the Parking Violations Bureau for January 2016

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

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the week ending February 5, 2016 in the amount of \$ 340,328.37 and February 12, 2016 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 _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

6. PERSONS ADDRESSING COUNCIL:

7. OTHER ITEMS:

A. RESOLVED: In accordance with the request therefore the Common Council approves continuing the contract with ELMORE SPCA for animal shelter services for 2016 for the total cost of \$10,868 and there is no increase in cost from 2015.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

B. THE MAYOR HANDS DOWN THE APPOINTMENT OF ELIZABETH BAKER TO THE LIBRARY BOARD TERM EFFECTIVE FEBRUARY 12, 2016 EXPIRING JUNE 30, 2018.

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

C. RESOLVED: In accordance with the request therefore the Common Council approves Colette Mayer to hold a wedding ceremony by Samuel de Champlain Monument on August 20, 2016 from 12:30pm to 3:30pm.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

D. RESOLVED: In accordance with the request therefore the Common Council approves MLD to write-off unpaid final bills from November 1, 2014 to November 30, 2014 in the total amount of \$3,024.58. The percentage of write-offs for this period is .24%.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

E. RESOLVED: In accordance with the request therefore the Common Council approves MLD permission to advertise for PMLD BID No. 2016-2-1 “15Kv Pad-mounted Circuit Reclosers.” Bid opening date: March 29, 2016 at 11am.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

F. RESOLVED: In accordance with the request therefore the Common Council approves MLD permission to advertise for PMLD BID No. 2016-2-2 “St. Lawrence 3 Upgrade Construction.” Bid opening date: March 29, 2016 at 11am.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

G. RESOLVED: In accordance with the request therefore the Common Council approves the creation of the Title of Engineering Technician in the Department of Public Works at Range 8 of the management pay scale.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

8. TRAVEL REQUEST:

A. RESOLVED: In accordance with the request therefore the Common Council approves MLD Travel Requests for 2016:

1. Matthew Duquette and William Brown to attend the required 4th Year Line Helper Training to be held in Fairport, NY at an estimated cost of \$1,450 (Total for cost \$5,800) for each of the following travel dates: May 2-6, 2016; May 30-June3, 2016; September 26-30, 2016; October 24-28, 2016.

2. Andrew Anctil to attend the required 2nd Year Line Helper Training to be held in Fairport, NY at an estimated cost of \$790 (Total cost \$3,160) for each of the following travel dates: April 18-22, 2016; May 16-20, 2016; September 12-16, 2016; October 10-14, 2016.

3. Garrett Mastic and James Farrell to attend the required 1st Year Line Helper Training to be held in Fairport, NY at an estimated cost of \$1,450 (Total cost \$5,800) for each of the following travel dates: April 11-15, 2016; May 9-13, 2016; September 5-9, 2016; October 3-7, 2016.

4. Jim Waldron to attend Meter School Track 1 at Worchester, MA from May 16-19, 2016 Total Cost \$785.

5. Bill Treacy, Manager MLD to attend the following meetings (Total cost \$2,260):

Semi-Annual MEUA Meeting, East Syracuse, NY	April 26-28, 2016	\$ 450
Annual MEUA Meeting, Ellicottville, NY	August 30-September 2, 2016	\$ 1,100
IEEP Annual Meeting, East Syracuse, NY	September 29-30, 2016	\$ 345
Semi-Annual NYMPA Meeting, East Syracuse, NY	May 18-19, 2016	\$ 365
Annual NYMPA Meeting, East Syracuse, NY	October 19-20, 2016	\$ 365

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

B. RESOLVED: In accordance with the request therefore the Common Council approves Lt. Christopher Deangelo to attend “First Line Supervisors Training Program” from January 4- 29, 2016 in Fort Trotten, NY at a cost not to exceed \$500. This is requires schooling for his promotion as Lieutenant which was effective 10/21/15.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

C. RESOLVED: In accordance with the request therefore the Common Council approves Water Treatment Plant Operator Mike Keefe to attend “Grade 1 Advance Operations Course” from June 6- 10, 2016 in Amherst, NY and the “Supervision Course” from June 28-July 1, 2016 in Morrisville, NY at an estimated cost of \$3,400. Funding is from the Water Filtration Plant Budget.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

9. RESOLUTIONS FOR INITIAL CONSIDERATION:

- 1. Request from the Plattsburgh Farmers and Crafters Market group to manage the Farmers Market for the 2016 market season from May 7 - October 8, 2016.

10. NEW BUSINESS:



11. CLOSING PUBLIC COMMENTS:

Motion to Adjourn by Councilor _____; Seconded by Councilor _____
Roll call Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

MEETING ADJOURNED: _____



Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7549
Fax: 518-561-8236
lawliss@cityofplattsburgh-ny.gov

MEMO

TO: Mayor James Calnon
Members of the Common Council

FROM: Fire Chief, Scott Lawliss

DATE: February 11, 2016

RE: Fire and Ambulance Responses

For this two week period: Thursday, January 28, 2016 through Wednesday, February 10, 2016 our Department has responded to the following:

Fire Calls **33**

- 1 building fire
- 9 system activation
- 9 EMS assist
- 8 MVA
- 1 steam/vapor thought to be smoke
- 2 chimney/flue fire
- 1 cooking fire
- 1 dispatched cancelled en route
- 1 standby

Ambulance Calls **121**

Mutual Aid by CVPH **14**

COMPLAINT REPORT

February 9, 2016

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LOCATION	LOCATION COMMENT	OWNER NAME	COMPLAINT DATE	COMPLAINT COMMENT	VIOLATION DESCRIPTION 1	VIOLATION COMMENT 1	COMP NAME1
9 BROAD ST 21 HAMILTON ST	APARTMENT BUILDING PARKING LOT	<u>TREVOR D FINLEY</u>	01/26/16	check site 1/29/16 unfounded	ZONING VIOLATION	SILVER AUDI AT 9 BROAD STREET HAS NO PLATE AT 23 HAMILTON ST. DOG CRAP ALL OVER CAROL HAS SPOKEN TO HIM. REPEAT PROBLEM	ANONYMOUS CAROL KLEPPER
4 COUCH ST		<u>RONALD LAVARNWAY</u>	01/27/16		MAINTENANCE PROPERTY	4 COUCH ST. DOG CRAP. AT DELISH BUILDING - BASEMENT STAIRS DO NOT HAVE HANDRAIL AND EMPLOYEES MIGHT HAVE HARD TIME GETTING UP AND DOWN SAFELY.	CAROL KLEPPER
22 CITY HALL PL		<u>CAROL MCLEAN</u>	01/27/16		PROPERTY MAINTENANCE	AT 62 COUCH ST. CALLED SEVERAL TIMES. GARBAGE CANS ARE ALWAYS OUT FRONT. GARBAGE NOT STORED PROPERLY. GARBAGE ON GROUNDS. PLACE A MESS.	JOSEPH MCMAHON
62 COUCH ST	OUT FRONT	<u>MOUNTAIN HARBOR PROPERTIES LLC</u>	02/01/16		GARBAGE		
241 CORNELIA ST	PARKING ON LAWN	<u>MARC MACHABEE</u>	02/01/16		PARKING	AT 241 CORNELIA ST. VEHICLES CONSTANTLY PARKING ON LAWN.	
43 COUCH ST	ALONG SIDE OF HOUSE	<u>NATHAN M WILSON</u>	02/01/16		GARBAGE	AT 43 COUCH ST. BAGGED GARBAGE NOT IN CANS ALONG SIDE OF HOUSE. FROM FIRE DEPT. DEPLORABLE	PLATTSBURGH FIRE DEPARTMENT (STATION #1)
118 SAILLY AVE	APARTMENT #202, 118 SAILLY AVE., 563 6395	<u>92 COURT HOLDING LLC</u>	02/01/16		PROPERTY MAINTENANCE	LIVING CONDITIONS AT 118 SAILLY AVE. APRT. #202. INCLUDING HOARDING & LARGE AMOUNT OF FECAL MATTER ON FLOOR.	
5044 SO CATHERINE ST		<u>DORIS DEIF</u>	02/02/16		PROPERTY MAINTENANCE	AT 5044 SO CATHERINE, ROOF & BUILDING FALLING ONTO THE 5 BATTERY STREET GARAGE. DEBRIS FALLING DOWN. CONCERNED ABOUT SAFETY.	MICHELLE SPOONER

COMPLAINT REPORT

February 9, 2016

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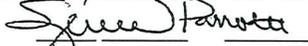
62 BROAD ST	UNIT #7	<u>RICHARD LANDRY</u>	02/03/16	PROPERTY MAINTENANCE	AT 62 BROAD ST.#7 MOLD ISSUE AND WANTS INSPECTION.	ALEX SKURKA
22 WELLS ST		<u>JEFFREY T LATINVILLE</u>	02/03/16	PARKING	PARKING ON THE FRONT LAWN AT 95 BOMBARDIER- 14 TRAILERS ON EAST SIDE WALL ST. PARKING LOT. 12 TRAILERS ON ORTH SIDE WALL ST. PARKING LOT. 1 TRAILER ON WEST SIDE LOADING DOCK. 4 SMALL DUMPSTERS LOCATED	JEFF LATINVILLE
95 MAIN MILL ST		<u>BOMBARDIER MASS TRANSIT CORP</u>	02/05/16	ZONING VIOLATION	NORTH(2).SOUTH(1) & WEST (1). SEE LETTER FOR MORE DETAILS.	LAVERNE HICKS
241 MARGARI		<u>ADAM P LOCKLIN</u>	02/05/16	PROPERTY MAINTENANCE	TENANT MOVED OUT OF 241 MARGARET ST AND LEFT GARBAGE ON FRONT PORCH AND IN THE REAR. DOORS WHERE LEFT UNLOCKED.	
136 MILLER S		<u>FERRIS WILLIAM P</u>	02/05/16	PROPERTY MAINTENANCE	CROSSWIRING ISSUES. SUSPECT TWO APARTMENTS UPSTAIRS.	SHARRON BLACK

CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: "Jan16

REVENUE SOURCE	CITY REVENUE	DUE OTHERS	TOTAL
Bingo Licenses (City) 25-2540	0.00		0.00
Bingo Licenses (State) 1-0632	0.00		0.00
Bingo License Fees 3% 25-2540	565.33		565.33
Building Permits 25-2555	0.00		0.00
Circus License 25-2502	0.00		0.00
City Code 12-1255	0.00		0.00
Code Civil Compromise 26-2614	0.00		0.00
Contractor Fees 25-2557	0.00		0.00
Dog Licenses 25-2542	192.50		192.50
State Neuter/Spay surcharge		31.00	31.00
Extract of Records 12-1255	41.75		41.75
Game of Chance Lic. (City) 25-2541	0.00		0.00
Game of Chance Lic. (State) 1-0632	0.00		0.00
Gas Permits 15-1540	70.00		70.00
Going Out of Business Lic 25-2509	0.00		0.00
Hauler's Licenses 25-2505	390.00		390.00
Housing Code 21-2110	0.00		0.00
Impound Fees 15-1550	50.00		50.00
Interest Temp 1124-2401	2.39		2.39
Jeweler's Licenses 25-2503	0.00		0.00
Marriage Licenses 25-2545	175.00	225.00	400.00
Notary Fees 12-1255	0.00		0.00
Peddler/Vendor Licenses 25-2503	0.00		0.00
Returned Check Charges 12-1255	0.00		0.00
Sign Permits 25-2590	0.00		0.00
Specifications T-30		0.00	0.00
Special Use Permits 21-2110	0.00		0.00
Subdivision Fee 21-2110	0.00		0.00
Subdivision Ordinance 12-1255	0.00		0.00
Taxi Operator's Licenses 25-2507	120.00		120.00
Taxi Vehicle Licenses 25-2504	320.00		320.00
Tree/Stump Removal License 25-2508	0.00		0.00
Vital Statistics 16-1603	6222.00		6222.00
Zoning Ordinances 21-2110	0.00		0.00
Zoning Variances 21-2110	0.00		0.00
OTHER REVENUE			0.00
Riverwalk			
1127-2753	90.00		90.00
Auditorium			
1127-2752	200.00		200.00
Centennial Plaques			
1127-2705	0.00		0.00
Lake Champlain Memorial			
1127-	0.00		0.00
RECOVERED FUNDS			
Telephone			
1-1410000-4414	0.00		0.00
Postage			
1-1410000-4470	0.00		0.00
Print & Copy			
1-1410000-4431	0.00		0.00
DISBURSEMENTS:	\$8,438.97	\$256.00	\$8,694.97
N.Y.S. Dept of Health	\$225.00	Check No 1390	
N.Y.S. Dept of Ag & Mkts	\$31.00	Check No 1391	
		Total Paid Others:	\$256.00
ADJUSTMENT: None			\$0.00
Chamberlain (Spec. Deposits)	\$0.00	Check No	
Chamberlain (Net Revenues)	\$8,438.97	Check No 1392	
		Amount Due City Chamberlain:	\$8,438.97
			\$8,694.97

Dated at Plattsburgh, New York


Sylvia Parrotte,
City Clerk

04-Feb-16



Plattsburgh, New York

Building & Zoning Department
41 City Hall Place
Plattsburgh, New York 12901
Ph: 518-563-7707
Fax: 518-563-6426

February 9, 2016

Mayor James Calnon
and
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ref: 2015 Building Inspector Statistics

Dear Mayor & Common Council:

Below please find the statistics for the Building Inspectors Office for 2015:

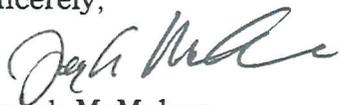
	NUMBER ISSUED	ESTIMATED COST	FEE
COMMERCIAL	80	\$ 17,689,170.00	\$ 59,253.00
RESIDENTIAL:	327	\$ 2,776,644.00	\$ 15,150.00
RESIDENTIAL TWO FAMILY	18	\$ 82,200.00	\$ 752.00
MULTI-RESIDENTIAL	46	\$ 403,620.00	\$ 3,608.00
MIXED	8	\$ 35,950.00	\$ 461.00
NEW CONSTRUCTION-RESIDENTIAL	6	\$ 944,800.00	\$ 2,337.44
NEW CONSTRUCTION-MULTI-RESIDEN.	2	\$ 5,263,000.00	\$ 7,646.98
MOBILE HOMES	2	\$ 17,000.00	\$ 119.00
INDUSTRIAL	2	\$ 793,385.00	\$ 6,431.00
TOTAL BUILDING PERMITS ISSUED:	491	\$ 28,005,769.00	\$ 95,758.42
UTILITY PERMITS:	48		\$ 12,790.00
SIGN PERMITS:	22		\$ 575.00
TICKETS ISSUED:	6		\$ 445.00
COMPLIANCE LETTERS	35		\$ 875.00
CONTRACTOR REGISTRATIONS:	183		\$ 4,575.00
SCHOOL INSPECTIONS:	2		\$ 445.00
TOTAL:			\$ 19,705.00
<u>ZONING APPEALS</u>			
CLASS A VARIANCES:	3		\$ 450.00
CLASS B VARIANCES:	22		\$ 1,950.00
SPECIAL USE PERMITS:	14		\$ 1,650.00
ADMINISTRATIVE REVIEWS:	0		\$ -
TOTAL:			\$ 4,050.00
TOTAL OF ALL \$ FEES:		\$ 119,513.42	

Ltr to Mayor & CC
Ref: 2015 BI Statistics
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INSPECTIONS:

COMPLAINTS	443
GAS PERMIT INSPECTIONS:	10
HOUSING BUILDING INSPECTIONS:	145
HOUSING INSPECTIONS (UNITS):	751
FIRE SAFETY INSPECTIONS:	165

Sincerely,



Joseph McMahon
Building Inspector

/dn



Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

February 3, 2016

Mayor James E. Calnon
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for January 2016.

Respectfully Submitted,

Chief Desmond J. Racicot
Plattsburgh Police Department

HLS

PARKING VIOLATIONS BUREAU

Monthly Report for January 2016

	<u>Jan 2016</u>	<u>Jan 2015</u>
TICKETS ISSUED:	204	139
TICKETS COLLECTED:	174	181
REVENUE FOR MONTH:	\$5,597.25	\$6,844.25

YEAR TO DATE TOTALS:

	<u>Jan 2016</u>	<u>Jan 2015</u>
TICKETS ISSUED:	204	139
TICKETS COLLECTED:	174	181
REVENUE:	\$5,597.25	\$6,844.25

COMPARISON: Parking tickets issued for Jan. 2016: Up 65
 Parking tickets collected for Jan. 2016:Down 13
 Revenue for Jan. 2016: Down \$1,247.00
 Amount Dismissed: \$653.25

Breakdown for December

CITY OF PLATTSBURGH PARKING TICKET SYSTEM

1/31/2016

SUMMARY OF PARKING TICKETS - BY OFFICER

VL --DESCRIPTION--	MANUAL-MTD	MANUAL-YTD	HH-MTD	HH-YTD	-VALUE-MTD-	-VALUE-YTD-
1 HANDICAP	7	7	8	2	2	684
2 NO PARKING	8	8	1	29	29	635.25
3 OVERTIME 10 MIN	1	1	4	4	4	92.25
4 OVERTIME 30 MIN	0	0	12	12	12	180
5 OVERTIME 2 HRS	0	0	71	71	71	1065
6 NO STAND/STOP	0	0	0	0	0	0
7 FIRE HYDRANT	0	0	2	2	2	104.5
8 FIRE LANE	0	0	0	0	0	0
10 BLOCKING SIDEWALK	1	1	3	3	3	60
11 LEFT WHEEL CURB	0	0	0	0	0	0
12 BLOCKING XWALK	1	1	0	0	0	15
13 BLOCK DRIVEWAY	0	0	0	0	0	0
14 LOADING ZONE	0	0	0	0	0	0
15 DOUBLE PARK	0	0	0	0	0	0
16 TOO CLOSE INTERSE	0	0	0	0	0	0
18 OBST. LANE	0	0	0	0	0	0
19 TAXI ONLY	1	1	2	2	2	45
20 BUS STOP	0	0	0	0	0	0
22 WRONG WAY	0	0	0	0	0	0
23 EMPLOYEE PERMIT	0	0	0	0	0	0
24 PARKING BAN	0	0	0	0	0	0
25 UNINSPECTED	9	9	10	10	10	728
26 OVERTIME PARKING	0	0	3	3	3	47.25
27 OVERTIME 4 HOUR	0	0	0	0	0	0
40 UNREGISTERED	0	0	0	0	0	0
41 DOUBLE PARK	0	0	0	0	0	0

42 NO PARKING	0	0	0	0	0	0.00	0.00
43 NO STANDING	0	0	0	0	0	0.00	0.00
44 SIDEWALK	1	1	0	0	0	15.00	15.00
45 INTERSECTION	0	0	0	0	0	0.00	0.00
46 CROSSWALK	0	0	1	1	1	15.00	15.00
47 ZONE/CURB	0	0	0	0	0	0.00	0.00
52 HIGHWAY	0	0	0	0	0	0.00	0.00
53 RDW/ROW	0	0	0	0	0	0.00	0.00
54	0	0	0	0	0	0.00	0.00
55 TAXI ZONE	0	0	5	5	5	82.50	82.50
56 BUS ZONE	0	0	0	0	0	0.00	0.00
57 CROSSWALK 20'	0	0	0	0	0	0.00	0.00
60 OBST. SIDEWALK	0	0	0	0	0	0.00	0.00
62 FIRE HYDRANT	0	0	0	0	0	0.00	0.00
63 UNLAW/MOV	0	0	0	0	0	0.00	0.00
64 WWY2WAY	0	0	9	9	9	137.25	137.25
65 WWY1WAY	0	0	0	0	0	0.00	0.00
67 ANGLE	0	0	0	0	0	0.00	0.00
68 OVERLINE	0	0	0	0	0	0.00	0.00
69 OVERTIME 10 MIN	0	0	0	0	0	0.00	0.00
70 OVERTIME 30 MIN	0	0	0	0	0	0.00	0.00
71 OVERTIME 1 HR	0	0	3	3	3	45.00	45.00
72 OVERTIME 2 HR	0	0	2	2	2	30.00	30.00
73 OVERTIME 4 HR	0	0	0	0	0	0.00	0.00
78 TIME LOADING	0	0	0	0	0	0.00	0.00
79 EMERGENCY	0	0	0	0	0	0.00	0.00
80 FIRELANE	0	0	0	0	0	0.00	0.00
81 HANDICAP	0	0	0	0	0	0.00	0.00
82 TRAILER	0	0	0	0	0	0.00	0.00
86 SNOW BAN	0	0	0	0	0	0.00	0.00
87 LIM SNOW BAN	0	0	3	3	3	168.00	168.00
88 UNINSPECTED	0	0	0	0	0	0.00	0.00
89 UNREG MV	0	0	0	0	0	0.00	0.00
90 NO PARKING EVEN	0	0	0	0	0	0.00	0.00

91 NO PARKING ODD	0	0	0	0	0.00	0.00
92 NO PARK 7AM-5PM	0	0	0	0	0.00	0.00
95 20' INTERSECTION	0	0	0	0	0.00	0.00
98 12" CURB	0	0	2	2	37.50	37.50
99 12"CURB 1 WAY	0	0	1	1	15.00	15.00
101 FACING WRONG2W	0	0	0	0	0.00	0.00
105 EXCEEDED 72HRS	0	0	0	0	0.00	0.00
107 SNOW 12:01-6 AM	0	0	0	0	0.00	0.00
108 SNOW CPL 2AM-6AM	0	0	0	0	0.00	0.00
111 FRONT YARD	0	0	0	0	0.00	0.00
Other	0	0	11	11	0.00	0.00
TOTALS:	29	29	175	175	4,201.50	4,201.50

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH = 254
TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR = 254

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 16.93% 14.22 %
PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS = 83.07 85.78 %

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 16.93% 14.22 %
PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 83.07 85.78 %

SUMMARY OF PARKING TICKETS - BY OFFICER

PAGE 3

VL --DESCRIPTION-- MANUAL-MTD MANUAL-YTD HH-MTD HH-YTD -VALUE-MTD- -VALUE-YTD-

01 HANDICAP	7	7	2	2	684.00	684.00
02 NO PARKING	8	8	29	29	635.25	635.25
03 OVERTIME 10MIN.	1	1	4	4	92.25	92.25
04 OVERTIME 30 MIN	0	0	12	12	180.00	180.00
05 OVERTIME 2HRS.	0	0	71	71	1,065.00	1,065.00
07 FIRE HYDRANT	0	0	2	2	104.50	104.50
10 BLOCKING SIDEWL	1	1	3	3	60.00	60.00
12 BLOCKING XWALK	1	1	0	0	15.00	15.00
19 TAXI ONLY	1	1	2	2	45.00	45.00
25 UNINSPECTED	9	9	10	10	728.00	728.00
26 OVERTIME PARK	0	0	3	3	47.25	47.25
44 SIDEWALK	1	1	0	0	15.00	15.00
46 CROSSWALK	0	0	1	1	15.00	15.00

55 TAXI ZONE	0	0	5	5	82.50	82.50
64 WWY2WAY	0	0	9	9	137.25	137.25
71 OVERTIME 1 HR	0	0	3	3	45.00	45.00
72 OVERTIME 2HR	0	0	2	2	30.00	30.00
87 LIM SNOW	0	0	3	3	168.00	168.00
98 12" CURB	0	0	2	2	37.50	37.50
99 12"CURB 1WAY	0	0	1	1	15.00	15.00
	0	0	11	11	0.00	0.00

TOTALS: 29 29 175 175 4,201.50 4,201.50

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH = 204

TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR = 204

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 14.22%

PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDs = 85.78%

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 14.22%

PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 85.78%



Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

January 28, 2016

Mayor James E. Calnon
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval to have the Mayor sign the enclosed contract to continue our working relationship with Elmore SPCA for 2016. The total cost will not exceed last year's cost of \$10,868.00 and will be expensed out of the Animal Control as a budgeted item. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hls



Elmore SPCA, Inc.

December 9, 2015

Lt. Scott Beebie
Plattsburgh City Police
45 Pine Street
Plattsburgh, New York 12901

Dear Lt. Beebie,

This is to inform you that the Elmore SPCA would like to continue our relationship with the City of Plattsburgh for contract services to accept stray dogs. Our contract fee for 2016 will remain at ten thousand eight hundred and sixty-eight (\$10,868). The contract is included with this letter to be signed and returned to Elmore SPCA.

Thank you for your continued support of the Elmore SPCA, and your willingness to bring stray dogs to our shelter where a safe haven is provided for them while they await adoption into caring homes.

If you have any questions, please feel free to contact Board President, Laurie Parsons at laurie@elmorespca.org. or me at carol@elmorespca.org.

Sincerely,



Carol M. Solari-Ruscoe
Secretary, Elmore SPCA Board of Directors



ELMORE SPCA, INC.
P.O. BOX 686
PERU, NY 12972

DOG CONTROL CONTRACT AGREEMENT

This agreement, made this January 2016, pursuant to the provisions of Article 7 Section 117 of the Agriculture and Markets Law, by and between City of Plattsburgh, a municipal corporation having its principal office and place of business at 45 Pine Street, Plattsburgh, New York 12901, party of the first ("MUNICIPALITY"), and ELMORE SPCA, INC., a corporation in the State of New York, with office and place of business at 556 Telegraph Road, Peru, Clinton County, New York, party of the second part.

WITNESSETH:

WHEREAS, the MUNICIPALITY has the obligation to seize dogs pursuant to Agriculture and Markets Law (hereinafter LAW), Article 7 and Article 26 and to assure that the dogs are properly sheltered, fed and watered and the MUNICIPALITY desires to obtain the services of ELMORE SPCA to perform such services as required in Article 7 of the LAW for the redemption period specified; and

WHEREAS, ELMORE SPCA maintains a shelter for animals brought to it from residents and/or dog control officers of the MUNICIPALITY.

NOW THEREFORE, IT IS AGREED between the parties hereto as follows:

ARTICLE I

1. ELMORE SPCA, will provide and maintain a shelter for seized dogs; under Article 7, Section 117, Division 1, Subsections a, b, and c, excluding Subsection d – Section 123 which pertains to Dangerous Dogs (See Subsection d below in Article II). ELMORE SPCA will provide appropriate care for all dogs held in such shelter during the redemption period; and may make available for adoption, seized dogs not redeemed, as provided in Article 7 of Agriculture and Market Laws.
2. MUNICIPALITY agrees to deliver all such dogs to ELMORE SPCA, Inc. at 556 Telegraph Road, Peru, New York. The Dog Control Officer will have twenty-four hour access to the DCO room.
3. ELMORE SPCA will file and maintain complete records of any seizure and subsequent disposition of any dog in the manner prescribed by the Commissioner of Agriculture and Markets, as well as any other records required by Article 7.
4. The MUNICIPALITY agrees that all animals suffering from illness or injury will be treated by a licensed veterinarian before being brought to ELMORE SPCA for holding. During the redemption period, any emergent/life-threatening occurrence not evident upon seizure will be the responsibility of the MUNICIPALITY, with the exclusion of injury or sickness directly related to improper custodial care provided by ELMORE SPCA. The MUNICIPALITY when responsible for veterinary care will provide transportation for said animal, and communicate diagnosis and treatment to ELMORE SPCA, if deemed appropriate.

5. The MUNICIPALITY's officers will complete intake forms provided by the ELMORE SPCA, or by the MUNICIPALITY, for each animal brought to the ELMORE SPCA. The MUNICIPALITY will provide all known information regarding the animal, including name and contact information for the animal's owner, if known.
6. ELMORE SPCA will permit redemption by the lawful owners of seized dogs during its posted hours of operation, directly from the SPCA's location. The owner must present proof of compliance for licensure from MUNICIPALITY, current rabies certification, and pay appropriate redemption fees at the time of redemption.
7. ELMORE SPCA will remit all fees imposed by the MUNICIPALITY in carrying out the provisions of this contract to the town/city clerk of the MUNICIPALITY. It is the responsibility of the MUNICIPALITY to annually notify ELMORE SPCA, in writing, of redemption and licensing fees, or updates to fees and changes to local dog control law, as they become effective.

ARTICLE II

When a dog is seized under Section 123 Dangerous Dog law, the MUNICIPALITY will pay fifteen dollars (\$15) per day for custodial care until final disposition from the courts. If a dog is ordered euthanized, the MUNICIPALITY will pay costs incurred. ELMORE SPCA shall assign the MUNICIPALITY any and all rights or claims it has against the owner for all costs incurred during confinement, as specified by this article, law, or court order. The MUNICIPALITY shall pay ELMORE SPCA within 30 days of remit date.

ARTICLE III

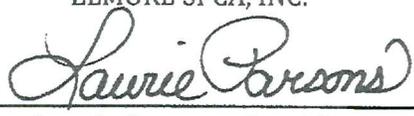
1. This agreement shall commence on the 1st day of January 2016, and shall continue to and include the 31st of December 2016. Notwithstanding the foregoing, either party shall have the right to terminate this contract with or without cause upon thirty (30) days written notice of such termination.
2. ELMORE SPCA, will provide the aforementioned services in consideration for the payment by the MUNICIPALITY in the sum of \$10,868.
3. MUNICIPALITY agrees to pay the aforesaid sum within 30 days of remit of the agreement.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE CAUSED THEIR CORPORATE SEAL TO BE HERE UNTO AFFIXED AND THIS AGREEMENT TO BE SIGNED BY THEIR DULY AUTHORIZED OFFICERS.

City of Plattsburgh

ELMORE SPCA, INC.

BY: _____

BY: 
Laurie Parsons, President

DATE: _____

DATE: December 7, 2015

January 29, 2016
40 Grace Avenue
Plattsburgh, NY 12901

Dear Mayor Calnon,

Yesterday, Rachelle Armstrong asked me if I were interested in serving on the Library Board of Directors. She said that a letter to you concerning my background is the appropriate response if I am interested.

Tinley Park, Illinois is my original home. Our first library was a converted shed. After living in New York City for five years and teaching elementary school in Brooklyn, my husband and I moved to Altona. There we built our home and I served as Altona Town Historian from 1976 to 1990. During that period I worked with Stan Ransom, Town Supervisor Glen Watts and others to establish a library in the town hall. In 1995, we moved the Plattsburgh and I now tutor at the Plattsburgh Public Library twice a week with the Literacy Volunteers organization.

At Blackburn College in Illinois, I worked in the library. While working at Altona Correctional Facility as a Night School Teacher, I worked as a librarian in the prison and there saw first hand how important it was to that community.

I was fortunate to be able to teach English and Spanish at the Beekmantown Central School District High School for 21 years. There I had the opportunity to meet and work for several years one period a day in the school library under the direction of Sarah Kelly Johns. She deeply communicated to the staff the importance and significance of the expansion of the library's use of computers and the Internet.

I have always felt at home when I knew where the library was.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth Baker". The signature is written in black ink and is positioned above the printed name.

Elizabeth Baker

Carlin, Beth

From: Geddes, Sandra
Sent: Thursday, January 28, 2016 2:41 PM
To: Carlin, Beth
Subject: For 2/11 City Council:)

Hi Beth –

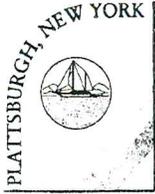
Can you include (not sure how it should be stated):

Collette Mayer request permission to hold wedding ceremony by Samuel de Champlain Monument on 8/20/16 beginning at 12:30p.m. and ending at 3:30p.m.

Thanks!

Sandra Geddes, Promotions & Special Events Coordinator
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901
P: (518) 536-7458/F: (518) 324-7576
Email: geddess@cityofplattsburgh-ny.gov





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

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor James Calnon

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: February 2, 2016

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from *November 1, 2014 to November 30, 2014*. The amount of the write-off will be \$3,024.58. The percentage of write-offs for this period is .24%.

Sales for this time period were \$1,266,037.34.

This write-off of unpaid bills represents 29 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 11 customers
\$50.01 to \$100.00 – 8 customers
\$100.01 to \$150.00 – 3 customers
\$150.01 to \$200.00 – 2 customer
\$200.01 to \$250.00 – 3 customer
\$250.01 to \$300.00 – 2 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Kelly Clookey, Finance Director
Final Bill Account Write-off



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

February 5, 2016

To: Mayor Jim Calnon

From: Bill Treacy, Manager

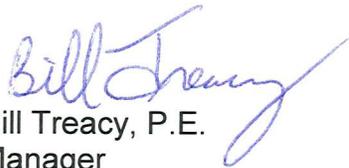
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

PMLD BID NO. 2016 - 2 - 1
15 Kv PAD-MOUNTED CIRCUIT RECLOSERS
BID OPENING DATE: MARCH 29, 2016 at 11 AM

We propose that this bid be received under PMLD Bid No. 2016-2-1, prior to 11:00 AM, local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,


Bill Treacy, P.E.
Manager

cc: Councilor Kelly, PMLD Liaison
Sylvia Parrotte, City Clerk
Kelly Clookey, Finance Director
Bid 2016-2-1 File



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

February 5, 2016

To: Mayor Jim Calnon

From: Bill Treacy, Manager

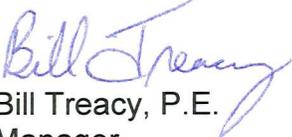
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

**PMLD BID # 2016-2-2
ST LAWRENCE 3 UPGRADE CONSTRUCTION
BID OPENING DATE: MARCH 29, 2016 at 11 AM**

We propose that this bid be received under PMLD Bid No. 2016-2-2, prior to 11:00 AM, local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,


Bill Treacy, P.E.
Manager

cc: Councilor Kelly, PMLD Liaison
Sylvia Parrotte, City Clerk
Kelly Clookey, Finance Director
Bid 2016-2-2 File

Jurisdictional Class: Competitive
Adopted: July 3, 1991
Revised: February 9, 2016

ENGINEERING TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: This is responsible technical work involving assigned duties in field survey parties and inspectional duties on construction projects, including construction work with roadways, bridges, excavations, embankments, and drainage structures, with difficulty of assignments gradually increasing as proficiency is acquired. General instruction received from immediate supervisor with leeway for independent judgement within established guidelines and policies. Supervision may be exercised over subordinate employees. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Conducts surveys in order to obtain information on routes for power lines, water/sewer/storm distribution lines and roadwork;
Draws maps from surveying notes for company records and performs some drafting work;
Inspects work area for conditions that might effect construction;
Draws up work orders;
Inspects construction site when completed;
Surveys distribution lines, street lighting, and traffic lighting systems for possible repair needs;
Keeps daily inventory of materials;
Secures right-of-way permits for installation of utility equipment;
Maintains engineering and surveying instruments in working order;
Maintains utility equipment and infrastructure drawings and files;
Maintains transmission, distribution, street lighting, and mapping systems;
Maintains a variety of utility and infrastructure records;
Prepares utility, equipment and infrastructure contracts and proposals;
Works with various computer systems to perform duties (mapping systems, CADS systems, computer networks, GIS systems, etc.);
Works with MS DOS operating system, word processing, databases, and spreadsheet programs.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Good knowledge of engineering field and survey work;
Good knowledge of drafting and mathematics;
Good knowledge of policies and materials used in electrical power plant, substations, transmission and distribution systems;
Good knowledge of design, construction, operation, and maintenance of electrical power plant, substations, transmission and distribution line procedures;

Engineering Technician

Good knowledge of materials and equipment used in the repair of various types of public works projects;
Good knowledge of computers as it relates to mapping systems, CADS systems, computer networks, GIS systems, and other related systems;
Ability to keep records and make reports;
Manual skill and mechanical aptitude;
Accuracy.

MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from a New York State registered or regionally accredited college or university with a Bachelor's Degree in engineering science, civil or architectural engineering technology, land surveying or related field; and one (1) year of experience in assisting in electrical, civil or mechanical engineering or land surveying which shall have included the use of various computer systems; or
- (b) Graduation from a New York State registered or regionally accredited college or university or technical institute with an Associate's Degree in engineering science or civil or architectural engineering technology, land surveying or related field; and three (3) years of experience in assisting in electrical, civil, or mechanical engineering or land surveying which shall have included the use of various computer systems; or
- (c) Graduation from high school or possession of a high school equivalency diploma and five (5) years of experience in assisting in electrical, civil, or mechanical engineering or land surveying which shall have included the use of various computer systems; or
- (d) An equivalent combination of training and experience as defined by the limits of (a), (b), and (c) above.

SPECIAL REQUIREMENTS: Eligibility for an appropriate New York State Driver's License at time of application. Possession of license at time of appointment.



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

Date: January 27, 2016

To: Mayor James Calnon

From: Bill Treacy, Manager 

Subj.: MLD Travel Requests for 2016

MLD Travel requests for 2016 are as follows:

1. Matthew Duquette, and William Brown to attend the required 4th Year Line Helper Training to be held in Fairport, NY at an estimated cost of \$1,450.00 for each of the following travel dates:

May 2-6, 2016
May 30-June 3, 2016
September 26-30, 2016
October 24-28, 2016

Total: \$5,800.00

2. Andrew Anctil to attend the required 2nd Year Line Helper Training to be held in Fairport, NY at an estimated cost of \$790.00 for each of the following travel dates:

April 18-22, 2016
May 16-20, 2016
September 12-16, 2016
October 10-14, 2016

Total: \$3,160.00

3. Garrett Mastic, and James Farrell to attend the required 1st Year Line Helper Training to be held in Fairport, NY at an estimated cost of \$1,450.00 for each of the following travel dates:

April 11-15, 2016
May 9-13, 2016
September 5-9, 2016
October 3-7, 2016

Total: \$5,800.00

4. Bill Treacy to attend the following meetings:

Semi-Annual MEUA Meeting	East Syracuse, NY	April 26-28, 2016	\$450.00
Annual MEAU Meeting	Ellicottville, NY	August 30-Sept. 2	\$1,100.00
IIEEP Annual Meeting	East Syracuse, NY	Sept. 29-30, 2016	\$345.00
Semi-Annual NYMPA Meeting	East Syracuse, NY	May 18-19, 2016	\$365.00
Annual NYMPA Meeting	East Syracuse, NY	October 19-20, 2016	\$365.00

Total: \$2,260.00

5. Jim Waldron to attend Meter School Track 1 at Worchester, MA from May 16-19, 2016 at \$785.00.

The money is funded out of line item M7852100 4461 Employee Safety Training in the MLD Budget, which currently has a \$100,000.00 balance. If you have any questions, please contact me.

Cc: Councilor Kelly, MLD Liaison
Finance Director Kelly Clookey
Travel File



Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7549
Fax: 518-561-8236
lawliss@cityofplattsburgh-ny.gov

February 3, 2016

Mayor Calnon
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

To Whom It May Concern:

I respectfully request approval for Lt. Christopher Deangelo to attend the 4 week "FIRST LINE SUPERVISORS TRAINING PROGRAM" to be held at the NY City Fire Academy in Fort Totten, NY, from Monday, January 4, 2016 thru January 29, 2016. The total cost should not exceed \$500. This is required schooling for his promotion as Lieutenant which was effective 10/21/2015.

Thank you for your consideration to this matter. If you have any questions or should you require any additional information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Lawliss", written over a white background.

Scott Lawliss
Fire Chief

SL/kl
Enc.



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-563-7731
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

February 5, 2016

To: Mayor Calnon and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Grade IA Operator Certification Training

It is respectfully requested that Water Treatment Plant Operator Mike Keefe be authorized to attend the Grade 1 Advance Operations Course from June 6 – 10, 2016 and the Supervision Course from June 28 – July 1, 2016 at an estimated cost of \$3,400. Funding is from the Water Filtration Plant Budget.

Please contact me if you have any questions.

cc: Bill Todd
Mike Keefe

Ruff, Jonathan

From: Michael Keefe <keefe1mike@gmail.com>
Sent: Monday, January 25, 2016 12:28 PM
To: Ruff, Jonathan
Subject: Training/Travel expenses

Here are the estimated cost of my training this year.

June 6-10, 2016

Western NY Water Operator School: Grade 1 Advanced Operations Course	\$700
Sleep Inn Amherst, NY (716-691-6510)	\$560/week
Mileage: 821@ \$0.54 (used mapquest.com)	\$443.34
Food approx. \$30 per day	\$150/week
Tolls approx, \$20	\$20

Total \$1873.43

28

June~~27~~-July1, 2016

SUNY Morrisville: Grade 3 Supervision and Technical Operations	\$575
Book: Manage for Success@ bookstore (315-684-6073)	\$65.50
Brae Loch Inn (315-655-3431) Morrisville rate	\$375/week
Mileage: 547@ \$0.54	\$295.38
Food approx. \$30 per day	\$150
No tolls	

Total \$1460.88

Both courses for a total of \$3334.31

I could not get an exact total for food allowance, my approximation should be fairly close.

Let me know if there is anything else needed or anything I may have overlooked.

Thanks!

Plattsburgh Farmers' and Crafters' Market
Durkee Street
Plattsburgh, NY 12901
Mailing address: 23 Eddie Drive
Plattsburgh, NY 12901
Phone:518-310-0719 or 518-420-4499
January 21,2016

The Plattsburgh Farmers' & Crafters' Market is seeking permission to use the Durkee Street pavilion for the upcoming market season.

Each year we continue to grow, offering local produce and unique crafts to the North Country. We would like to be open on Saturdays from May 7 to October 8, 2016. Our Wednesday market would open mid June through October.

We assume the responsibility for any garbage that we generate. We also furnish all of our own paper products for the restrooms and take care of the clean-up of the building. We truly appreciate the great working relationship we have with the city of Plattsburgh. Once again, We thank you.

Regards,

Patricia Parker, Co-manager
Bonnie Gonyo, Co-manager

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 2/12/2016

City:	Payee	Description	Amount
	City Chamberlain	January 2016 utility invoices for all City departments	56,214.14
	City Chamberlain - T&A Acct.	Transfer to wire payment - weekly Blue Shield and monthly CanaRx costs	19,981.00
	Coyne Chemical Co. Inc.	Polymer Bags (144) - WPCP - January 2016	19,922.57
	Triangle Electric	Miscellaneous electrical services, Lift rental & delivery - WPCP - January 2016	12,743.00
	Drummac Septic Service	26 loads of sludge hauled to Franklin County landfill & Grasslands - WPCP - Jan 2016	10,657.14
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	10,066.20
	NEWS of New York Inc.	Solid waste charges for dumping at landfill - DPW - January 2016	9,924.54
	Franklin County Landfill	Tipping fees January 2016 - WPCP - 236.01 tons of sludge hauled to the landfill	9,204.39
	Fleet Services (Exxon-Mobile)	Fuel for City vehicles -January 2015 usage	8,413.20
	NewEgg.com	Various network & computer components - IT - January 2016	7,359.71
	NYS Electric & Gas	Electric & Natural Gas-DPW, PD, Compost Plant, Library-January 2016	6,859.98
	Manufacturers & Traders Trust Co.	EFC revenue bonds Akey Landfill financing - Admin Fee due February 15, 2016	4,924.00
	ESRI	Arc editor program maintenance - Engin & Bid Insp - 2016 agreement - GIS suppor	2,960.00
	MX Fuels & Propane/Vaincourt Fuels Div.	1,905 gallons of gasoline - Police - January 2016	2,956.06
	Pitney Bowes	Postage advance for new machine - Data Processing - February 2016	2,000.00
	Postmaster - USPO	Bulk Mail Postage permit #1002-CDP - February 2016	2,000.00
	North Country Cleaners	Janitorial service-City Hall - January 2016	1,950.00
	Amy Bonn	Consulting services for CD - multiple grants - December 2015	1,944.00
	James Varin	Referee fees for January 2016 soccer leagues - Rec Complex	1,791.00
	Milton Cat	Annual maintenance agreement back-up generator-Police 3 yrs 2016-2019	1,745.00
	Durocher Auto Sales Inc.	Unit #7 New water pump Unit, #142 Service and repairs - Police - January 2016	1,462.06
	Polsinello Fuels Inc.	1 Drum shell spirax - DPW -January 2016 - 1/3 Gen, 1/3 Wtr, 1/3 Swr	1,449.98
	G & G Tire	Misc vehicle parts, supplies, & service- Police - January 2016	1,249.43
	Northern Adirondack Code Enforcement	Registration code enforcers' Lake Placid convention - Building Insp-March 2016	1,140.00
	Washland	Car washes for Police Dept. - 150 washes April to July 2015	1,050.00
	Charlebois Truck Parts Inc.	Parts & supplies-DPW - Jan/Feb 2016	1,027.24
	Others - 82 total others	Various	18,883.25
		Total City	219,877.89
MLD:	ERMCO	MLD Transformers per PMLD Bid 2015-8-1	254,110.00
	IIEEP - Energy Efficiency Program	Monthly Efficiency Program payment from customer collections January 2016	47,564.25
	City Chamberlain	Sales tax for January 2016 transfer to make state payment	21,841.04
	Clinton County DSS (62)	Refunds of HEAP payments applied to electricity accounts - Dec 2015-Feb 2016	19,693.21
	Cox Industries	46 wooden utility poles for inventory - January 2016	19,435.00
	Refunds (20)	Refund to customers for deposit and credit balances - Mar, Sept, Oct, Nov 2015	6,312.27
	City Chamberlain - T&A Acct.	Transfer to wire payment - weekly Blue Shield and CanaRx costs	2,972.47
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA Payroll W/H	2,780.84
	G&G Tire Company Inc.	Replacement tires installed Unit 105 , Unit 119 service-January 2016	1,564.70
	Others - 17 others	Various	3,582.57
		Total MLD	379,856.35
Specials:	Capital Expenditures	\$35k Blumette Prk fence, \$6.8k street surveys,	41,820.00
	Journal Vouchers (not expenditures)	Trnsfer debt service admin fee-2012 B NYS EnvFac Corp Rev Bonds- February 15th, 2016	4,924.00
	Journal Transfers (not expenditures)	2016 Internal fund/Svcs transfers - Water, Sewer, Library, Rec Complex 2 of 12	135,721.00
	Journal Transfers (not expenditures)	2016 Internal fund/Svcs transfers - Street, Traffic Lights, Elec Usage, - Jan 2016	18,769.59
		Total Specials	201,234.59
	Gross Total		\$ 800,968.83
	Less: Inter-Fund Transactions		159,414.59
	Total Net Expenditures		\$ 641,554.24
Payroll:		Pay Period	Year to Date
	Total Payroll Headcount	186	268
	Base Hourly & Salary	151,217.68	\$ 1,196,928.69
	Overtime, Standby & Shift Differentials	5,501.36 3.64%	104,010.84 8.69%
	Vacation, Holiday, Pers. & Accum. Leave	8,363.01 5.53%	302,891.61 25.31%
	Sick, Bereavement Leave	8,207.74 5.43%	43,855.18 3.66%
	Longevity - AFSCME weekly \$2.3k	Mgt. payout - Stone \$14.8k 1.23%	26,549.86 2.22%
	Higher Class Pay	1,061.74 0.70%	4,880.78 0.41%
	Sick Leave Buyout		-
	Health Insurance Buyout		24,625.00 2.06%
	Clothing/Uniform Allow - PD, MLD		-
	College Degree Allowances		-
	Severance - sick leave time	Payout - Stone \$59.2k, Riley \$36.8k	95,910.93 8.01%
	Retroactive Pay		-
	Grand Total	\$ 176,214.98	\$ 1,799,652.89
	Overtime, Standby & Shift Diff	Fire \$ - 0.00%	\$ 41,911.05 40.29%
		DPW 1,264.98 22.99%	22,306.75 21.45%
		MLD 642.87 11.69%	12,209.45 11.74%
		Police 1,864.24 33.89%	15,035.98 14.46%
		WPCP 1,072.69 19.50%	8,743.05 8.41%
		Other City Depts. 576.57 10.48%	3,175.58 3.05%
		Library 80.01 1.45%	628.98 0.60%
	Overtime, Standby & Shift Diff - by depart.	\$ 5,501.36	\$ 104,010.84

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2016 Budget vs. Actual
Payroll Period Ended 2/12/2016
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	161,301.06	18,819.85	41,911.05	(23,091.20)
DPW	212,623.00	24,807.86	22,306.75	2,501.11
MLD	185,600.00	21,654.94	12,209.45	9,445.49
Police	233,600.00	27,255.35	15,035.98	12,219.37
WPCP	84,830.00	9,897.57	8,743.05	1,154.52
Other City	35,400.00	4,130.31	3,175.58	954.73
Library	<u>7,500.00</u>	<u>875.06</u>	<u>628.98</u>	<u>246.08</u>
Total	<u><u>920,854.06</u></u>	<u><u>107,440.94</u></u>	<u><u>104,010.84</u></u>	<u><u>3,430.10</u></u>