

1. Agenda

Documents:

[AGENDA 07-14-16.PDF](#)

2. Supporting Documents

Documents:

[MEETING BACK UP 071416.PDF](#)

3. Claims Analysis

Documents:

[CLAIMS ANALYSIS 071416.PDF](#)

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

July 14, 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 June 30, 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 weeks ending July 6, 2016 in the amount of **\$505,076.45** and July 13, 2016 in the amount of **\$ 109,835.33** 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 June 30 – July 13, 2016
- Report from the Building Inspector’s office June 25-July 12, 2016
- Statement from the City Clerk’s Office of all monies received during the month June 2016 in the total amount of \$11,728.42

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 weeks ending July 8, 2016 in the amount of \$ 244,285.57 and July 15, 2016 in the amount of \$ 1,368,382.01 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 PMLD Bid No 2016-6-2 “Aerial Truck with Line Service Body” be awarded to Altec Industries, Inc in the total amount of \$216,078.

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 PMLD Bid No 2016-6-3 “Distribution Substation Maintenance and Relay Calibration Halsey, Miller, Durand, Wall & North Margaret Substations” be awarded to O’Connell Electric Company, Inc. in the total amount of \$48,531.

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 PMLD Bid No 2016-6-1 “Sale of Salvaged & Scrap Material” be awarded to R&R Scrap Metal” who will pay 90 cents per pound for copper wire, 10 cents per pound for aluminum wire, and 2 cents per pound for galvanized steel poles.

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 Mayor’s request, the Common Council approves waiving Building Inspector fees for 2016 applications for permits and variances from property owners necessary to comply with the City’s Hedge Law.

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. WHEREAS, the Governmental Accounting Standards Board (GASB) has adopted Statement Number 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, to establish clearly defined categories to make the nature and extent of the constraints placed on a government’s fund balance more transparent; and

WHEREAS, The Common Council of the City of Plattsburgh wishes to comply with GASB 54 and recognizes the importance of a fund balance policy in ensuring transparency and accountability in the budgeting process, and

WHEREAS, the City needs to maintain a fund balance sufficient to fund all cash flows of the City to provide for financial reserves for unforeseen or emergency operating expenditures, litigation, union contract resolution, revenue shortfalls, and unique development opportunities,

THEREFORE BE IT RESOLVED THAT: The City will maintain a minimum unassigned general fund balance of not less than 5% and a maximum of 10% of current general fund expenditures. In the event that a request for expenditure/s is projected to reduce the fund balance below 5% at fiscal year

end, such resolution will require a supermajority of 5 Council votes and must be accompanied by a plan to replenish the deficit in a manner consistent with long term planning and continued financial stability. Should unassigned fund balance of the general fund ever exceed the maximum 10% range, the City will consider such fund balance surpluses for one-time expenditures that at non-recurring in nature and which will not require additional expense outlays for maintenance, additional staffing or other recurring expenditures. The Common Council will conduct an annual review of the fund balance policy prior to the adoption of the City 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:

F. RESOLVED: In accordance with the request therefore the Common Council approves the Mayor to sign Engineering Consulting Service Supplemental Agreement #2 with Stantec for additional consulting services on the Saranac River Trail Phase 2 project related to permitting and design of replacement of the Saranac Street Bridge. The cost associated with this service is \$16,000.00 and will not be increased without prior Common Council approval. Funding is available through Capital Project H5110.58, 2016 Saranac River Trail – Phase II.

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:

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G. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to accept the June 29th, 2016, auction results and to approve the sale of three properties seized for 2014 and prior delinquent property taxes.

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:

H. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to adjust the 2016 Budget for the City by \$79,059.24 for the retroactive payroll released on July 1st, 2016, to all AFSCME employees affected by the union contract dated July 1st, 2015. The amount effects the unassigned fund balance of the General, Water and Sewer Funds appropriating amounts necessary to balance their respective 2016 Budgets for the unbudgeted payroll costs and it also increases the transfer from the General Fund to the Rec Complex Fund.

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:

I. RESOLVED: In accordance with the request therefore the Common Council approves the recommendation for “ADA Self-Assessment Plan” contract #2016-04 be awarded to “United Spinal Association Accessibility Services Program”, for a total cost not to exceed \$50,000.00.

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:

J. RESOLVED: That the Common Council anticipates receipt of \$80,854.64 in revenue as a result of the foreclosure sale of tax-delinquent properties, and;

BE IT FURTHER RESOLVED: That, upon receipt, the Common Council allocates that revenue as follows:

1. \$50,000 for the ADA Self-Assessment that is Item I of today’s agenda.
2. \$6,440 for the first year of a salary schedule study.
3. \$6,600 for the first of three installments for E-Code.
4. \$17, 814.64 to Community Development for unanticipated costs associated with the implementation of the Downtown Revitalization Initiative Award.

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 Director of Community Development Paul DeDominicas to attend mandatory “2016 Grantee Training Workshop” in Washington, DC from August 15 -17, 2016. The total cost will not exceed \$792 and will be reimbursed through the American Battlefield Protection Program Award.

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 Bill Treacy Manager MLD to attend “NYMPA’s Board Meeting” in East Syracuse, NY from July 25-26, 2016 at a cost not to exceed \$60.

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: None

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: July 14, 2016

RE: Fire and Ambulance Responses

For this two week period: Thursday, June 30, 2016 through Wednesday, July 13, 2016
our Department has responded to the following:

Fire Calls 35

- 1 building fire
- 4 system activation
- 7 EMS assist
- 11 MVA
 - 1 extrication of victim from vehicle
 - 1 passenger vehicle fire
- 2 cooking fire
- 1 excessive heat/scorch burns
- 1 arcing
- 1 hazardous condition
- 1 unauthorized burning
- 1 smoke/odor removal
- 1 natural gas leak
- 2 dispatched cancelled en route

Ambulance Calls 106

Mutual Aid by CVPH 16

07/12/2016 11:19
1427dnep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

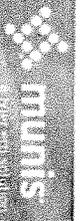
P 1
plcvirpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 06/25/16 TO 07/12/16

COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
GARBAGE	2
GRASS	1
PARKING	1
PROPERTY MAINTENANCE	2
ZONING VIOLATION	4
DEPARTMENT TOTALS	10
REPORT TOTALS	10

** END OF REPORT - Generated by Denise Nephew **



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CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

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DEPARTMENT: Building Inspector

REPORTING PERIOD: 06/25/16 TO 07/12/16

REFERENCE CASE	LOCATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	CREATED COMPLETED
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379	103 CHAMPLAIN ST	ZHIQIANG XU		06/27/2016 06/27/2016
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VIOLATION	GRASS	SEVERITY	0	COMPLY BY	COMPLETED	06/27/2016
	MIKE BESSETTE REPORTED TALL GRASS	AREA		06/27/2016		

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE		06/29/16		06/27/16
NOTICE	NOTICE	NEW		06/29/16		
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKET	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KEN PRIMARD	06/24/16	06/24/16	06/27/16	.00
COMPLAINT/VIOLATION TOTALS					
.00					

388	11 BELMONT AVE	DAVID R BRACALE		07/11/2016
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VIOLATION	ZONING VIOLATION	SEVERITY	0	COMPLY BY	COMPLETED	07/11/2016
	AT 11 BELMONT GARAGE IS BUILT ON HER PROPERTY LINE AT 9 BELMONT. WAS HERE 2 MONTHS AGO WITH NO RESPONSE FROM THIS OFFICE PRO	AREA				
	M 7/6/15. WANTS TO KNOW IF THIS GARAGE BUILT ON HER PROPERTY LINE.	IN PERSON	0			

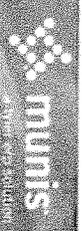
STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW		07/13/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKET	OTHER	NEW				

INSPECTION	INSPECTOR	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
COMPLAINT	KEN PRIMARD	07/13/16	07/13/16		.00
COMPLAINT	KYLE BURDO				.00
COMPLAINT/VIOLATION TOTALS					
.00					

387	126 CORNELIA ST	BRENNAN PROPERTIES LLC		07/11/2016
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VIOLATION	GARBAGE IN THE DRIVEWAY	SEVERITY	0	COMPLY BY	COMPLETED	07/11/2016
		AREA				
		PHONE CALL	0			

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	DONE		07/12/16		07/11/16
NOTICE	NOTICE	NEW		07/12/16		
REINSPECT	INSPECTION	NEW				
ORDER PICK UP	OTHER	NEW				



07/12/2016 11:19
1427dhep

CITY OF PLATTSBURGE
COMPLAINTS/VIOLATIONS REPORT

3
picv1rpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 06/25/16 TO 07/12/16

REFERENCE LOCATION CASE COMMENT AREA SOURCE RESPONSIBLE PARTY SEVERITY CREATED COMPLETED

INSPECTION INSPECTOR KEN PRIMARD REQUESTED 07/12/16 SCHEDULED 07/12/16 RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD .00
COMPLAINT KEN PRIMARD .00
COMPLAINT/VIOLATION TOTALS .00

381 16 HOLLAND AVE

VIOLATION ZONING VIOLATION SEVERITY 0 PHONE CALL 0 ASADOURIAN VARTOOG - ESTATE OF
AT 16 HOLLAND ABANDONED HOUSE. EYE SORE. WANTS CITY TO DO SOMETHING ABOUT THIS PROPERTY. TEAR IT DOWN. WHY IS PROPERTY AT
LOWED TO BE IN DISREPAIR. WHY DOES CITY NOT DO ANYTHING ABOUT THIS. DIAPYATED. AFFECTS NEIGHBORHOOD. COMPLI BY COMPLIED 06/29/2016
07/05/2016

STEPS INITIAL INSPECT ACTION TYPE INSPECTION STATUS DONE SCHEDULED STARTED COMPLETED
NOTICE NOTICE 07/01/16 07/05/16
FOLLOW UP INSPECTION NEW 07/07/16
ORDER REMEDY NEW
APPEARANCE TICKE OTHER LETTER
COMPLAINT/VIOLATION TOTALS .00

384 19 ERIN AVE

VIOLATION GARBAGE SEVERITY 0 IN PERSON 0 MOHAMED DJERDJOURI
GARBAGE ON THE LAWN AT 19 ERIN AVE BLOWING AROUND THE NEIGHORHOOD COMPLI BY COMPLIED 07/05/2016
07/05/2016

STEPS INITIAL INSPECT ACTION TYPE INSPECTION STATUS DONE SCHEDULED STARTED COMPLETED
NOTICE NOTICE 07/05/16 07/05/16
REINSPECT INSPECTION NEW 07/06/16
ORDER PICK UP OTHER NEW
COMPLAINT/VIOLATION TOTALS .00

383 24 LORRAINE ST

VIOLATION PROPERTY MAINTENANCE SEVERITY 0 AREA 0 LONNIE R CLELAND
NATURAL GAS METER TO CLOSE TO ELECTRICAL SERVICE CONNECTION OWNER BELIEVES NYS ELECTRIC AND GAS MADE THE CONNECTION COMPLI BY COMPLIED 06/30/2016
07/08/2016

STEPS INITIAL INSPECT ACTION TYPE INSPECTION STATUS DONE SCHEDULED STARTED COMPLETED
NOTICE NOTICE 06/30/16 06/30/16
FOLLOW UP INSPECTION NEW 07/10/16
ORDER REMEDY NEW
APPEARANCE TICKE OTHER LETTER
COMPLAINT/VIOLATION TOTALS .00





DEPARTMENT: Building Inspector
 REFERENCE LOCATION
 CASE
 COMPLAINT/VIOLATION
 COMMENT
 AREA SOURCE RESPONSIBLE PARTY SEVERITY
 CREATED COMPLETED

385 3 ERIN AVE EAST BAY DEVELOPMENT INC 07/05/2016
 VIOLATION IN PERSON 0 COMPLY BY COMPLETED 07/05/2016
 SEVERITY 0
 PARKING BOAT PARKED ON THE LAWN AND SOMETIMES A CAR

STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
 INITIAL INSPECTION DONE 07/05/16 07/05/16
 NOTICE NEW 07/06/16
 REINSPECT INSPECTION NEW
 APPEARANCE TICK OTHER NEW
 COMPLAINT/VIOLATION TOTALS .00

386 5149 NO CATHERINE ST CARL L WALKER 07/05/2016
 VIOLATION SEVERITY 0 COMPLY BY COMPLETED 7 DAYS OPEN
 PROPERTY MAINTENANCE AREA
 REFRIGERATOR LEAKS, UNDER THE SINK LEAKS, CAN'T USE DRIVEWAY, FRONT PORCH NOT REPAIRED

STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
 INITIAL INSPECT NEW 07/07/16
 NOTICE NEW
 FOLLOW UP INSPECTION NEW
 ORDER REMEDY NEW
 APPEARANCE TICKE OTHER NEW
 INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
 COMPLAINT KEN PRIMARD 07/07/16 07/07/16 .00
 COMPLAINT KEN PRIMARD .00
 COMPLAINT/VIOLATION TOTALS .00

380 78 SO PERU ST HILZACK PROPERTIES LLC 06/29/2016
 VIOLATION SEVERITY 0 COMPLY BY COMPLETED 07/01/2016
 ZONING VIOLATION AREA
 AT 78 SO PERU ST, NEW HILZACK APARTMENTS OWNER OF 70 SO PERU BELIEVES NEW BUILDING IS BEING BUILT ON HER PROPERTY. THE 10' S
 ETBACKS ARE NOT BEING MET. SHE BELIEVS STAKE IS IN WRONG SPOT. BACK HALF SHE IS CONCERNED WITH .
 STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
 INITIAL INSPECT DONE 07/01/16 07/01/16
 NOTICE NEW 07/03/16
 FOLLOW UP INSPECTION DONE
 ORDER REMEDY NEW
 APPEARANCE TICKE LETTER 07/31/16
 OTHER NEW
 INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
 COMPLAINT KYLE BURDO 07/01/16 07/01/16 .00
 COMPLAINT KYLE BURDO PASSED .00

07/12/2016 11:19
 1427dhep

CITY OF PLATTSBURGH
 COMPLAINTS/VIOLATIONS REPORT

DEPARTMENT: Building Inspector
 REPORTING PERIOD: 06/25/16 TO 07/12/16

REFERENCE LOCATION
 CASE COMMENT
 COMPLAINT/VIOLATION AREA SOURCE RESPONSIBLE PARTY SEVERITY
 CREATED COMPLETED

COMPLAINT/VIOLATION TOTALS .00

382 95 MAIN MILL ST SEVERITY EMAIL AREA BOMBARDIER MASS TRANSIT CORP 07/30/2016

VIOLATION ZONING VIOLATION 0
 AT 95 MAIN MILL ST. BOMBARDIER HAS 21 TRACTOR TRAILERS LOCATED IN THEIR WALL ST. ENTRANCE PARKING LOT THEY ARE USING FOR STOR
 AGE. AGAINST ZONING LAWS. 3 BUNDLES OF CARBOARD ALSO. RAIN & WIND COULD SPLIT APART. PLEASE CHECK IT OUT. 12 DAYS OPEN

STEPS INITIAL INSPECT ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
 NOTICE INSPECTION NEW
 FOLLOW UP INSPECTION NEW
 ORDER REMEDY NOTICE NEW
 APPEARANCE TICKET OTHER NEW LETTER

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
 COMPLAINT KYLE BURDO 07/02/16 07/02/16 .00
 COMPLAINT KYLE BURDO .00

COMPLAINT/VIOLATION TOTALS .00

DEPARTMENT TOTALS
 COMPLAINT/VIOLATION ACTIVITY 06/25/16-07/12/16: 10 COMPLAINTS/VIOLATIONS 6 COMPLETED .00

REPORT TOTALS
 COMPLAINT/VIOLATION ACTIVITY 06/25/16-07/12/16: 10 COMPLAINTS/VIOLATIONS 6 COMPLETED .00

** END OF REPORT - Generated by Denise Nephew **

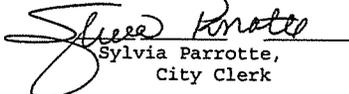


CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: "Jun16

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	1355.49		1355.49
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	362.50		362.50
State Neuter/Spay surcharge		55.00	55.00
Extract of Records 12-1255	23.00		23.00
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	0.00		0.00
Housing Code 21-2110	0.00		0.00
Impound Fees 15-1550	100.00		100.00
Interest Temp 1124-2401	1.94		1.94
Jeweler's Licenses 25-2503	0.00		0.00
Marriage Licenses 25-2545	682.50	877.50	1560.00
Notary Fees 12-1255	0.00		0.00
Peddler/Vendor Licenses 25-2503	735.00		735.00
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	250.00		250.00
Taxi Vehicle Licenses 25-2504	0.00		0.00
Tree/Stump Removal License 25-2508	0.00		0.00
Vital Statistics 16-1603	6770.00		6770.00
Zoning Ordinances 21-2110	0.00		0.00
Zoning Variances 21-2110	0.00		0.00
OTHER REVENUE			
Riverwalk 1127-2753	440.00		440.00
Auditorium 1127-2752	0.00		0.00
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	5.49		5.49
Print & Copy 1-1410000-4431	0.00		0.00
DISBURSEMENTS:	\$10,795.92	\$932.50	\$11,728.42
N.Y.S. Dept of Health \$877.50	Check No 1407		
N.Y.S. Dept of Ag & Mkts \$55.00	Check No 1408		
	Total Paid Others:		\$932.50
ADJUSTMENT: None			\$0.00
Chamberlain (Spec. Deposits) \$0.00	Check No		
Chamberlain (Net Revenues) \$10,795.92	Check No 1409		
	Amount Due City Chamberlain:		\$10,795.92
			\$11,728.42

Dated at Plattsburgh, New York


Sylvia Parrotte,
City Clerk

07-Jul-16



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

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, NY 12901
P: (518)-563-2200
F: (518)-563-6690
www.cityofplattsburgh-ny.gov

July 7, 2016

To: Mayor James Calnon

Subject: AERIAL TRUCK WITH LINE SERVICE BODY
PMLD Bid Number: 2016-6-2 Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the three bids received on June 28, 2016, for the above subject contract. We recommend award to **Altec Industries, Inc., Plains, PA** in the amount of **\$ 216,078.00**. If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,

William Treacy, P.E.
Manager

Enclosure: (1)

CC: City Clerk
Councilor Mike Kelly, PMLD Liaison
Kelly Clookey, MLD Finance Director
Bid 2016 -6-2 File



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

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, NY 12901
P: (518)-563-2200
F: (518)-563-6690
www.cityofplattsburgh-ny.gov

July 7, 2016

To: Mayor James Calnon

Subject: DISTRIBUTION SUBSTATION MAINTENANCE AND RELAY CALIBRATION
HALSEY, MILLER, DURAND, WALL & NORTH MARGARET SUBSTATIONS
PMLD Bid Number: 2016-6-3 Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the two bids received on June 28, 2016, for the above subject contract. We recommend award to **O'Connell Electric Company, Inc., Victor, NY** in the amount of **\$ 48,531.00**. If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,

William Treacy, P.E.
Manager

Enclosure: (1)

CC: City Clerk
Councilor Mike Kelly, PMLD Liaison
Kelly Clookey, MLD Finance Director
Bid 2016 -6-2 File

CITY OF PLATTSBURGH

BID TITLE: 2016-6-3 Just Sub Station BID OPENING DATE: 6-28-16 11:15 A

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
HMT Inc 6268 Rte 31, Cincin WI	50,500. ⁰⁰	X	CHECK # X 25192
O'Connell Electric Co 870 Phillips rd. Nectar, NY 14594	48,531. ⁰⁰	X	Bond

6/28/16 11:15 AM



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

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, NY 12901
P: (518)-563-2200
F: (518)-563-6690
www.cityofplattsburgh-ny.gov

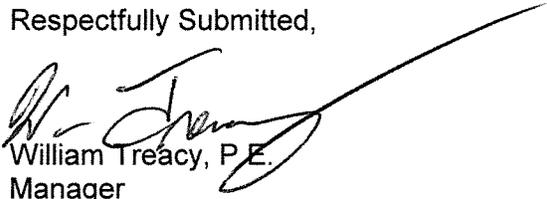
July 8, 2016

To: Mayor James Calnon

Subject: SALE OF SALVAGED & SCRAP MATERIALS
PMLD Bid Number: 2016-6-1 Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the three bids received on June 28, 2016, for the above subject contract. We recommend award to **R&R Scrap Metal, West Winfield, NY**, who will pay 90 cents per pound for copper wire, 10 cents per pound for aluminum wire, and 2 cents per pound for galvanized steel poles. If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,



William Treacy, P.E.
Manager

Enclosure: (1)

CC: City Clerk
Councilor Mike Kelly, PMLD Liaison
Kelly Clookey, MLD Finance Director
Bid 2016 -6-1 File

City of Plattsburgh
General Fund
Fund Balance Policy, Supplemental

Purpose

The Plattsburgh Common Council recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the City. This policy establishes goals and provides guidance concerning the desired level of fund balance maintained by the City to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances.

Definitions

Fund balance is a measurement of available financial resources and is the difference between total assets and total liabilities in each fund.

GASB Statement 54 distinguishes fund balance classified based on the relative strength of the constraints that control the purposes for which specified amounts can be spent. Beginning with the most restrictive constraints, fund balance amounts will be reported in the following categories:

- 1) **Nonspendable fund balance** - amounts that are not in a spendable form (e.g., inventory) or are legally or contractually required to be maintained intact (e.g., permanent fund principal).
- 2) **Restricted fund balance** - amounts that can be spent only for the specific purposes stipulated by external parties either constitutionally or through enabling legislation (e.g., grants or donations).
- 3) **Committed fund balance** - amounts that can be used only for the specific purposes determined by a formal action of the Common Council. Commitments may be changed or lifted only by referring to the formal action that imposed the constraint originally (e.g., the Common Council's commitment in connection with future construction projects).
- 4) **Assigned fund balance** - amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the Common Council. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- 5) **Unassigned fund balance** - includes all amounts not contained in other classifications and is the residual classification of the general fund only. Unassigned amounts are available for any legal purpose.



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

July 8, 2016

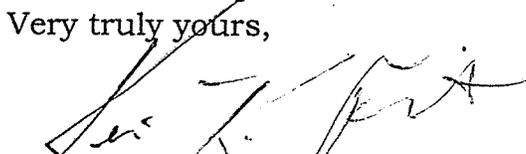
Mayor James Calnon
And
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

**Ref: Request for Permission for Mayor
To Sign Engineering Consultant
Supplemental Agreement #2 with Stantec
For Saranac River Trail Phase 2
PIN 7805.88; D034636**

Dear Mayor Calnon & Councilors:

It is requested that the Common Council authorize the Mayor to sign the attached Engineering Consulting Service Supplemental Agreement #2 with **Stantec Consulting Services Inc., 3 Columbia Circle, Suite 6, Albany, NY, 12203**, for additional consulting services on the Saranac River Trail Phase 2 project related to permitting and design of replacement of the Saranac Street Bridge. The cost associated with this service is **\$16,000.00** and will not be increased without prior Common Council approval. Funding is available through Capital Project H5110.58, 2016 Saranac River Trail – Phase II.

Very truly yours,


Kevin R. Farrington, P. E.
City Engineer

/jh

Att.(3)

CC: City Chamberlain
City Clerk



Absolute Auctions & Realty, Inc.
City of Plattsburgh Tax Foreclosure

P.O. Box 1739 / 45 South Avenue
 Pleasant Valley, NY 12569
 845 635 3169

Final Financial Report

Auction #1756
Sale Name: City of Plattsburgh Tax
 Foreclosure Real Estate Auction
Date of Sale: 6/29/2016

Lot #	City/Town	Tax Map	Delinquency	Sale Price	Net	Bidder#	Bidder
1	City of Plattsburgh 24 Monty Street	221.-15-2-20.1	\$3,981.44	\$55,000.00	\$51,018.56	598	James R. Rock 282 Bear Swamp Rd. Peru NY 12972
2	City of Plattsburgh 44 Waterhouse Street	221.11-1-8	\$9,068.41	\$20,500.00	\$11,431.59	604	Sarita K Silver 1163 40th Street Brooklyn NY 11218
3	City of Plattsburgh 37 Tremblay Avenue	221.5-2-20	\$22,095.51	\$40,500.00	\$18,404.49	608	Pierre Saba 60 Cumberland Ave. Plattsburgh NY 12901

Grand Summary		Lots	Delinquency	Sale Price	Net
		3	\$35,145.36	\$116,000.00	\$80,854.64



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

DATE: July 12, 2016
MEMO TO: Mayor Calnon
FROM: Richard Marks
RE: AFSCME Retroactive Payroll – Budget Adjustment

It is being requested to adjust the 2016 Budget, as follows:

Increase: General Fund Assigned Appropriated Fund Balance	1-0599	\$37,625.93
Water Fund Assigned Appropriated Fund Balance	4-0599	\$16,555.48
Sewer Fund Assigned Appropriated Fund Balance	5-0599	\$24,284.92
Rec Complex Inter-Fund Revenues	00002228-2810	\$ 4,755.92
Decrease: Parking Fund – Contract Services	3-5650000-4429	\$ 592.91
Increase: Appropriation – Mayor Regular Payroll	1-1210000-1100	\$ 803.85
Appropriation – Finance Regular Payroll	1-1310000-1100	\$ 2,377.82
Appropriation – Assessment Regular Payroll	1-1355000-1100	\$ 840.67
Appropriation – City Clerk Regular Payroll	1-1410000-1100	\$ 1,494.64
Appropriation – Engineer Regular Payroll	1-1440000-1100	\$ 618.05
Appropriation – Data Processing Regular Payroll	1-1680000-1100	\$ 2,759.12
Appropriation – Police Regular Payroll	1-3120000-1100	\$ 2,738.92
Appropriation – Fire Regular Payroll	1-3410000-1100	\$ 1,139.12
Appropriation – Building Inspector Regular Payroll	1-3620000-1100	\$ 3,835.01
Appropriation – Street Admin Regular Payroll	1-5010000-1100	\$ 1,864.28
Appropriation – Street Maint Regular Payroll	1-5110000-1100	\$ 6,092.33
Appropriation – System IT Regular Payroll	1-6500000-1100	\$ 1,992.85
Appropriation – Recreation Regular Payroll	1-7020000-1100	\$ 2,111.82
Appropriation – Waste Collection Regular Payroll	1-8160000-1100	\$ 3,345.48
Appropriation – Parks & Beaut. Regular Payroll	1-8510000-1100	\$ 856.05
Appropriation – Transfers Rec Complex	1-9515000-9000	\$ 4,755.92
Appropriation – Rec Complex Admin Reg. Payroll	2-7210000-1100	\$ 1,847.67
Appropriation – Rec Complex Beach Reg. Payroll	2-7215000-1100	\$ 67.03
Appropriation – Rec Complex Crete Reg. Payroll	2-7220000-1100	\$ 901.97
Appropriation – Rec Complex Gym Reg. Payroll	2-7221000-1100	\$ 1,939.25
Appropriation – Parking Regular Payroll	3-5650000-1100	\$ 592.91
Appropriation – Water Fund Admin Reg. Payroll	4-8310000-1100	\$ 1,289.74
Appropriation – Water Fund Source Reg. Payroll	4-8320000-1100	\$ 471.08
Appropriation – Water Fund Purification Reg. Pay	4-8330000-1100	\$ 2,945.58

Appropriation – Water Fund Trans/Dist. Reg. Pay	4-8340000-1100	\$ 11,849.08
Appropriation – Sewer Fund Admin Reg. Payroll	5-8110000-1100	\$ 1,328.83
Appropriation – Sewer Fund San. Sewer Reg. Pay	5-8120000-1100	\$ 12,128.50
Appropriation – Sewer Fund WPCP Flow Reg. Pay	5-8130000-1100	\$ 10,827.59

This request provides for a \$79,059.24 increase in the budgeted amount for employee regular payroll affecting City of Plattsburgh funds that provide for the unbudgeted payroll costs related to the employees included in the AFSCME Union contract settlement for retroactive pay from July, 1st, 2015, paid on July 1st, 2016. The offsetting entry increases the General, Water and Sewer Fund Assigned Appropriated Fund Balances being used to balance their respective 2016 Budgets for these unbudgeted appropriations as listed above. The adjustment increases the 2016 Total City Budget for appropriations by \$79,059.24. The increase of \$37,625.93 to the appropriated budget deficit for balancing the 2016 Budget for the General Fund increases the reduction to the unassigned fund balance to \$126,539.93.

Thank you for your attention to this request.

Cc: Carole Garcia
City Managers



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

July 12, 2016

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

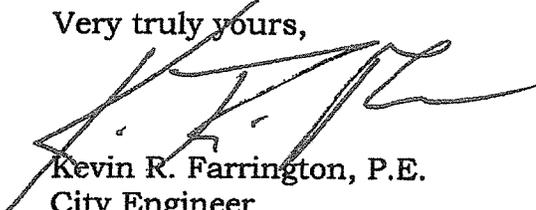
**REF: Recommendation of Award for
"ADA Self-Assessment Plan"
Contract #2016-04**

Dear Mayor Calnon & Councilors:

We received two responses to our request for proposals for the "ADA Self-Assessment Plan", Contract #2016-04. Of the two proposals United Spinal Association Accessibility Services Program was determined to be the most qualified consultant. Therefore, I recommend that the Common Council authorize the Mayor to enter into an agreement with, **"United Spinal Association Accessibility Services Program, 120-34 Queens Blvd, Suite 320, Kew Gardens, NY 11415** for a total cost not to exceed \$50,000.00.

This project is not listed in the 2016 Capital Plan, therefore, additional funding will be required.

Very truly yours,



Kevin R. Farrington, P.E.
City Engineer

/jh

Attach.(1)

CC: City Clerk
City Chamberlain



Dominic Marinelli
Vice President
Accessibility Services
United Spinal Association

November 28, 1988 to Present

Dominic Marinelli, a certified New York State Code Enforcement Official, has been with the United Spinal Association for over 28 years and heads the organization's Accessibility Services (ACS) team.

Accessibility Services (ACS) team of Attorney's, Architects, Accessibility Specialists, Certified Code Enforcement Officials/Building Inspectors and Plans Examiners, assist builders, building owners, design professionals, municipalities, colleges/universities as well as other entities comply with city, state and federal accessibility requirements.

Since 1988, United Spinal Association (formerly the Eastern Paralyzed Veterans Association), has been fortunate enough to work on the development of the Fair Housing Act Accessibility Guidelines, the 1991 ADA Standards (United Spinal Association staff were members of the US Access Board during the development of the 1991 ADA Standards) and the 2010 ADA Standards (United Spinal Association staff were members of the ADAAG Harmonization Committee) as well as A117.1. A117.1 is the accessibility standard referenced by building code's throughout the country and has been identified by the US Department of Housing and Community Development (HUD) as a *safe-harbor standard*, for compliance with the Fair Housing Act Accessibility Guidelines. The team also worked to developing the accessibility requirements of the IBC and the International Existing Building Code (IEBC).

As one of the longest-tenured providers of continuing education for the American Institute of Architects (AIA); ACS also provide accredited training and technical assistance on these accessibility requirements to builders, code enforcement officials and design professionals throughout the country.

Representative Clients/Projects

Residential

- Alliance Residential
- Beacon Communities
- Brodsky Organization
- Dunn Development
- Durst Organization
- Housing Authority of the City of Pittsburgh (HACP)
- L&M Development
- Related Companies
- Toll Brothers
- Tri Bridge Residential
- Wood Partners
- Toll Brothers
- The US Department of Housing and Urban Development (HUD)

Commercial/Educational

- Pepsi Co
- Pyramid Management Group
- Vornado Realty Trust
- Cornell University
- Grand Canyon University
- Lafayette College

Assembly

- Atlanta Falcons (New Stadium)
- Atlanta Braves (New Ballpark)
- Buffalo Bills (Ralph Wilson Stadium)
- Madison Square Garden
- Minnesota Twins (Target Field)
- Minnesota Vikings (New Stadium)
- New York Yankees (New Yankee Stadium)
- New York Mets (Citi Field)
- Roger's Place (New Edmonton Oilers Arena)
- San Diego Padres (Pet Co Park)
- St. Paul Saints (New Ballpark)

Code Development

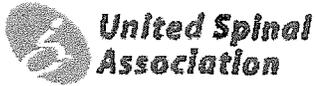
- ADAAG Harmonization Committee
- Voting member National Accessibility Standard's ANSI A117.1 (Chairperson – Residential (Chapter 10 Committee))
- Develop, streamline Accessibility Requirements within International Building Code (IBC) International Existing Building Code (IEBC)
- Accessible Emergency Transportable Housing U.S. Access Board Federal Advisory Committee

Training

- Longest-tenured Institution Provider (#1001) of continuing education for the American Institute of Architects (AIA).
- Accredited provider of continuing education with the International Codes Council (ICC) the Society of American Registered Architects (SARA) and by a variety of building official organizations throughout the country (International Codes Council (ICC), New York State Building Officials Conference, Code Administrators Association of Kentucky, etc.)

Education

- Received Masters of Science Degree from the State University of New York at Buffalo (1992)
- Received Bachelor of Arts Degree from the State University of New York at Buffalo (1988)
- Certified in code enforcement by the New York State Department of State Codes Division
- Accessibility Specialist/Plans Examiner by the International Codes Council (ICC).
- Certified by Texas Department of Licenses & Regulations to enforce Texas Accessibility Requirements



May 16, 2016

Kevin Farrington
Engineering
City Clark
41 City Hall Place
Plattsburgh NY 12901

Re: City of Plattsburgh – ADA Self-Evaluation and Transition Plan

Dear Mr. Farrington:

Thank you for discussing United Spinal's Accessibility Services' teams interest in using our team of attorneys, architects, accessibility specialists, Certified Code Enforcement Officials/building inspectors and plan examiners to work with the City of Plattsburgh on developing and implementing a Transition Plan (*i.e.*, *City of Plattsburgh Transition Plan*) for ensuring that accessibility is achieved at *programs and activities* offered to the public in compliance with the with the 2010 ADA Standards.

As we discussed yesterday – we have worked as members of the US Access Board (the federal agency that develops and interprets federal accessibility standards including the 1991 and 2010 ADA Standards) and are voting members on the American National Standards Institute for Accessible & Usable Buildings (ANSI – A117.1), the accessibility standard referenced by Building Codes throughout the country including the Building Code of New York State. As a member of the New York State Buildings Codes Council we have not only drafted Chapter 11 (Accessibility Chapter), but our providers of continuing education for the New York State Department of State Codes Division.

Organizational Profile

United Spinal Association (formerly the Eastern Paralyzed Veterans Association) is a New York not-for-profit corporation with 40,000 members throughout the United States, founded in 1946, whose mission is enhancing the lives of those living with spinal cord injury or disease. United Spinal's Accessibility Services staff participated in the drafting of the Fair Housing Act Amendments of 1988 and the development of the Fair Housing Act Accessibility Guidelines, the Americans with Disabilities Act (ADA) and the 1991 ADA Standards (United Spinal Association staff were members of the US Access Board during the development of the 1991 ADA Standards) and the 2010 ADA Standards (United Spinal Association staff were members of the ADAAG Harmonization Committee) as well as the American National Standards Institute Committee For Accessibility and Usability to Buildings and Facilities to develop A117.1, the accessibility standard referenced by building code's throughout the country which has been identified by the US Department of Housing and Urban Development (HUD) as a safe-harbor standard, for compliance with the Fair Housing Act Accessibility Guidelines. The team also worked to develop the accessibility requirements of the International Building Code (IBC) and the International Existing Building Code (IEBC).

As one of the longest tenured providers of continuing education for the American Institute of Architects (AIA); United Spinal also provides accredited training and technical assistance on these accessibility requirements for builders, code enforcement officials and design professionals throughout the country.

United Spinal Association
Accessibility Services Program
120-34 Queens Blvd, Suite 320
Kew Gardens NY 11415
718-803-3782 ext. 7502

1. Public Rights of Way - Cost Estimate: \$20,000 (not to exceed)

As we discussed, United Spinal Association's Accessibility Services team will perform the following reviews of *public streets and sidewalks* as prioritized by the Department of Justice's Title II regulations.

Deficiencies will be indicated on sidewalk site/map so that they could be easily recognized for future correction

1. Review sidewalks and curb ramps serving municipal buildings
2. Review sidewalks and curb ramps serving City Parks and Recreational Areas targeted for accessibility
3. Review sidewalks and curb ramps serving all transit stops/ bus stops
4. Review curb ramps at all other intersections for the purposes of developing a plan for modifying non-compliant curb ramps.

2. Primary Facilities and Parks Owned or Leased by City of Plattsburgh - Cost Estimate: \$20,000 (not to exceed)

United Spinal Association's Accessibility Services team will review the following City Facilities, Parks/Recreational Areas for compliance with the *2010 ADA Standards*:

1. City Hall
2. City Marina
3. City Gym
4. Crete Recreation Center/City Beach
5. Finance/Plattsburgh Municipal Lighting Dept
6. Fire Station No. 1
7. Fire Station No. 2
8. Police Station
9. Plattsburgh Public Library
10. Public Works Department
11. Water Pollution Control Plant/PMLD Yard
12. Water Treatment Plant
13. Belmont Park
14. Broadway Park
15. Centennial Park
16. Champlain Park
17. Hamilton Park
18. Jay Park & Terry Gordon Bike Path
19. Lakeview Park & Soldier Point
20. MacDonough Park
21. Melissa Penfield Park
22. Peter Blumette Park
23. Peace Point Park
24. Riverview Park
25. South Acres Park
26. South Platt Street Park
27. Tremblay Park
28. Trinity Park
29. Underwood Avenue Park
30. U.S. Oval
31. Wilcox dock

As Alterations will be necessary in some instances, applicable citations from the 2015 Existing Building Code of New York State will also be referenced. Report will Prioritize Barrier Removal while indicating: Item, Space, Issue, Recommended Modification, Applicable Citation & Targeted Completion Date. Sample below:

City Hall
 41 City Hall Place
 Plattsburgh NY 12901

Priorities:

1. Provide accessible parking and an exterior accessible route into Municipal offices
2. Provide accessible toilet room
3. Provide accessible routes free of protruding objects

1. Exterior Issues					
A	Parking	Accessible parking spaces right and left of the main entry have not been provided with access aisles	Restripe parking spaces to provide required accessible aisles	502.3, 2010 ADA Standard	
B	Parking	Left accessible parking space cross slope measures 2.7%, requires 2.0%	Mill and overlay accessible parking spaces, restripe spaces and access aisles	502.4, 2010 ADA Standard	

3. Reporting:

1. Editable copies of the *City of Plattsburgh Transition Plan/2010 ADA Compliance Plan* (sample above) will be provided on secure site (so that progress can be indicated)
2. Hard copies of the *City of Plattsburgh Transition Plan/2010 ADA Compliance Plan* will be distributed as requested.

4. Technical Assistance - Cost Estimate: \$3,000.00

United Spinal's Accessibility Services team will meet with the client, plaintiff after submission of the report and be available for technical assistance throughout the implementation of the *City of Plattsburgh Transition Plan/2010 ADA Compliance Plan*.

As part of this initiative, an Accessibility Seminar on City and Federal Accessibility Requirements will be offered to area design professionals, builders, developers and code enforcement officials

5. Policy Review - Cost Estimate: \$4,000.00

United Spinal's Accessibility Services team will review the policies and procedures as requested by the RFP to ensure accessibility access and compliance.

Total Compensation (Not to Exceed Estimate): \$50,000.00 (including travel costs)

United Spinal Association and its staff will keep this Agreement; any information obtained from the client and any reports, documents, and notes created during the course of its business relationship confidential.

This Agreement is accepted by client this day, _____ 2016

By: _____

United Spinal Association
 Accessibility Services Program
 120-34 Queens Blvd, Suite 320
 Kew Gardens NY 11415
 718-803-3782 ext. 7502



DISCOVER
Plattsburgh

MUNICIPAL LIGHTING DEPARTMENT

(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, NY 12901
P: (518)-563-2200
F: (518)-563-6690
www.cityofplattsburgh-ny.gov

Date: July 7, 2016

To: Mayor Jim Calnon

From: Bill Treacy, Manager

Subj: NYMPA'S Monthly Board Meeting

As Manager of the Municipal Lighting Department, I hereby requests permission to attend the NYMPA's Board meeting on the July 25-26, 2016 to be held in East Syracuse, NY at an estimated cost of \$ 60.00.

If you have any questions, please contact me.

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

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 7/15/2016

City:	Payee	Description	Amount
	The Depository Trust Company	Debt service for 2006 & 2016 Refunding Serial Bonds Principal & Interest - July 15th, 2016	208,322.87
	ProAct, Inc.	Prescription health care cost June 16th -30th, 2016 - all departments	73,544.28
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	68,600.45
	Van Bortel Ford Inc.	Purchase of 2 2016 Ford Explorer SUV's - Police - June 2016	56,118.86
	Thatcher Company of New York	4,153.1 gallons 30% Sodium Thiosulfate solution purification - WPCP - June 2016	9,178.42
	Verizon Wireless	Mobile phone billing monthly charges - May & June 2016 - all departments	8,924.12
	Law Offices of Dean C. Schneller	Corporate Counsel services all City Depts. net of payroll - May 27, 2016 to June 26, 2016	6,118.50
	Hubb Systems, LLC	Computer set-up for one vehicle - Police - June 2016	5,536.52
	Underhill Garage, Inc.	Repair for MRAP truck electrical system - Police - June 2016	4,837.08
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	4,669.51
	MX Fuels & Propane/Vaincourt Fuels Div.	2,053.80 gallons of gasoline - Police - June 2016	3,874.95
	NYS Electric & Gas	Electric & Natural Gas -Compost Plant, DPW, Police Range, Library - June 2016	3,081.09
	Lowes Companies Inc.	Building/repair materials/supplies - Rec Complex, Police, Fire, DPW - June 2016	2,424.41
	Westaff	Temporary Typist for permanent clerical absences - Finance - June 2016	2,009.50
	Endyne, Inc.	Process monitoring for waste water purification - WPCP - June 2016	1,844.50
	North Country Cleaners	Janitorial service for buildings - Police - June 2016	1,833.00
	Platinum Plus for Business	Credit card charges supplies/equip/confer registrations: Police, Fire, DPW, IT - July 2016	1,731.83
	Fleet Services (Exxon-Mobile)	Fuel for City vehicles all departments - June 2016 usage	1,463.77
	Adirondack Energy	Fire Department fuel oil purchased - June 2016 - 646.5 gals.	1,411.83
	Esposito & Sons Freight Lines, Inc.	Repairs to #282 engine - Fire Dept. - June 2016	1,343.34
	Lee Appliance	New carpeting throughout detective offices - Police - June 2016	1,235.57
	Pitney Bowes	Postage machine lease charge for 2nd quarter - Data Processing - June 2016	1,024.02
	North Country Garden Center, Inc.	Weed prevention spray at airplane park - Parks & Beaut. - June 2016	1,000.00
	Others - 74 total others	Various	14,724.99
		Total City	484,853.41
MLD:			
	New York Municipal Power Agency	Electrical power purchases for June 2016	155,046.33
	IEEP - Energy Efficiency Program	Monthly Efficiency Program payment from customer collections June 2016	27,912.63
	Cox Industries	Wooden utility poles disposal fees for 100 tons of poles - June 2016	26,000.00
	The Depository Trust Company	Debt service for 2016 Refunding Serial Bonds Principal & Interest - July 15th, 2016	21,336.02
	City Chamberlain	Sales tax for May 2016 transfer to make state payment	12,711.81
	ProAct, Inc.	Prescription health care cost June 16th - 30th, 2016	10,940.82
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	10,205.35
	Clinton County DSS (15)	Refunds of HEAP payments applied to electricity accounts - June 2016	9,116.33
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA Payroll W/H	3,226.73
	Terex Utilities, Inc.	Annual inspections for 5 trucks plus travel time - June 2016	2,935.13
	Fleet Services (Exxon-Mobil)	303.76 gallons gasoline & 789.02 gallons diesel - May/June 2016	2,001.89
	Purchase Power	Postage purchases for mailing system shared departments - June 2016	1,000.00
	Others - 37 others	Various	6,309.09
		Total MLD	288,742.13
Specials:			
	Journal Vouchers (not expenditures)	Debt service for 2006 & 2016 Refunding Serial Bonds Principal & Interest - July 15th, 2016	208,322.87
	Journal Transfers (not expenditures)	2016 Internal fund/Svcs transfers - Wwater, Sewer, Library, Rec Complex, lights	156,306.95
	Capital Expenditures	\$129.7k streets, \$37.7k bldgs., \$16.4k water sys, \$35.4k dams, \$10.9k WPCP	230,156.65
		Total Specials	594,786.47
	Gross Total		\$ 1,368,382.01
	Less: Inter-Fund Transactions		364,629.82
	Total Net Expenditures		\$ 1,003,752.19
Payroll:		Pay Period	Year to Date
	Total Payroll Headcount	75	350
	Base Hourly & Salary	63,322.97	\$ 6,015,071.05
	Overtime, Standby & Shift Differentials	8,663.62 13.68%	467,427.42 7.77%
	Vacation, Holiday, Pers. & Accum. Leave	(YTD Welch \$7.9k, Lucas \$8.1k, \$4.1k Brown, \$11.6k Martin \$3.9k Edwards, \$3.6k Robinson, Stone \$33.5k, Riley \$9.6k)	28,730.01 45.37%
	Sick, Bereavement Leave		970,409.21 16.13%
	Longevity - AFSCME weekly \$2.3k	(YTD Mgt. \$58.7k, Stone \$14.8k)	0.00%
	Higher Class Pay	1,633.44 2.58%	210,798.29 3.50%
	Sick Leave Buyout	360.29 0.57%	131,970.19 2.19%
	Health Insurance Buyout	7,125.00	20,378.21 0.34%
	Clothing/Uniform Allow - PD, MLD	MLD \$8.7k, PD 2nd half \$12.4k (YTD Police clothing allowance - 1st half)	14,750.00
	College Degree Allowances	Police for 2016	31,750.00 0.53%
	Severance - sick leave time	(YTD Welch \$40k, Lucas \$19.5k, \$14 Brown, Martin \$41.4k, Stone \$59.2k, Riley \$36.8k)	46,412.50 0.77%
	Retroactive Pay	AFSCME 7/1/2015 (YTD Library contract)	14,100.00
	Grand Total	\$ 109,835.33	197,636.53 3.29%
	Overtime, Standby & Shift Diff	Fire \$ - 0.00%	85,149.17 1.42%
		Police 5,192.66 59.94%	\$ 164,277.22 35.14%
		DPW - 0.00%	\$ 106,969.02 22.88%
		MLD 3,470.96 40.06%	\$ 69,266.49 14.82%
		WPCP - 0.00%	\$ 69,125.65 14.79%
		Other City Depts. - 0.00%	\$ 34,791.74 7.44%
		Library - 0.00%	\$ 20,492.86 4.38%
		Overtime, Standby & Shift Diff - by depart.	\$ 2,504.44 0.54%
		\$ 8,663.62	\$ 467,427.42

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2016 Budget vs. Actual
Payroll Period Ended 7/15/2016
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	161,301.06	86,876.71	164,277.22	(77,400.51)
Police	233,600.00	125,816.90	106,969.02	18,847.88
DPW	212,623.00	114,518.69	69,266.49	45,252.20
MLD	185,600.00	99,964.11	69,125.65	30,838.46
WPCP	84,830.00	45,689.42	34,791.74	10,897.68
Other City	35,400.00	19,066.43	20,492.86	(1,426.43)
Library	<u>7,500.00</u>	<u>4,039.50</u>	<u>2,504.44</u>	<u>1,535.06</u>
Total	<u><u>920,854.06</u></u>	<u><u>495,971.75</u></u>	<u><u>467,427.42</u></u>	<u><u>28,544.33</u></u>