

1. Agenda

Documents:

[AGENDA 04-25-19.PDF](#)

2. Supporting Documents

Documents:

[MEETING DOCS 042519.PDF](#)

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

April 25, 2019

5:30 P.M.

AGENDA

Pledge of Allegiance

(RC)

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

Absent:

MAYOR'S COMMENTS:

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the Regular Meeting of the Common Council held on April 17, 2019 are approved and placed on file among the public records of the City Clerk's Office

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)

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

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending April 24, 2019 in the amount of \$_____ are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)

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

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the week of April 16-22, 2019
- Minutes from the Finance and Budget Committee held on April 17, 2019
- Report from the Parking Violations Bureau for March 2019
- Minutes from the City Infrastructure Committee held on April 11, 2019
- Minutes from the Governance, Strategy & City Operations Committee held on April 4, 2019

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

Governance, Strategy, and City Operations- Chair Councilor Armstrong

City Infrastructure – Chair Councilor Moore

Finance and Budget – Chair Councilor Kelly

Public Safety – Chair Councilor Gibbs

Plattsburgh Public Library – Chair Councilor Ensel

MLD - MLD Board President Councilor McFarlin

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

By Councilor _____; Seconded by Councilor _____

(All in Favor/opposed)

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

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the week ending April 26, 2019 in the amount of \$_____ are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____

(All in Favor/opposed)

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

6. PERSONS ADDRESSING COUNCIL ON AGENDA ITEMS ONLY:

7. OTHER ITEMS:

Motion to remove Item 7A from the table

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

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

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

APPLICATION OF THIS POLICY

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

WAGES

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

OTHER BENEFITS

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

EFFECTIVE DATES

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

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

B. WHEREAS, the City of Plattsburgh Common Council (hereinafter “ Common Council”) understands that climate change poses real and increasing threats to our local and global environments and is primarily due to the burning of fossil fuels; and

WHEREAS, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, and ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and

WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economies, healthy and safe schools, and resilient infrastructures; and

WHEREAS, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and

WHEREAS, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,

IT IS HEREBY RESOLVED that the Common Council, in order to reduce greenhouse gas emissions and adapt to a changing climate, *adopts the New York State Climate Smart Communities pledge, which comprises the following ten elements:*

- 1) **Build a climate-smart community.**
- 2) **Inventory emissions, set goals, and plan for climate action.**
- 3) **Decrease energy use.**
- 4) **Shift to clean, renewable energy.**
- 5) **Use climate-smart materials management.**
- 6) **Implement climate-smart land use.**
- 7) **Enhance community resilience to climate change.**
- 8) **Support a green innovation economy.**
- 9) **Inform and inspire the public.**
- 10) **Engage in an evolving process of climate action.**

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

C. RESOLVED: In accordance with the request therefore, the Common Council approves an agreement with Ron Santor for 2019 Police Academy Director/Training Director Services. The total cost is \$20,000 no increase in cost from 2018.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

D. WHEREAS, Plattsburgh Plaza, LLC and HMC Nominee, LLC (“Petitioners”), filed Article 7 Real Property Assessment Review cases against the City challenging the 2017 and 2018 assessments on real property located at 316 Cornelia Street and 284 Cornelia Street, Plattsburgh, New York, and identified as the three following Tax Map Parcel Nos.: 207.17-1-15.2-1, 207.17-1-15.2-2 and 207.17-1-15.3; and

WHEREAS, it appears to be in the best interests of the City to avoid the significant costs that would result if the litigation continues to Trial; and

WHEREAS, the following settlement terms have been negotiated with Petitioners; and

NOW, THEREFORE, BE IT

RESOLVED, that the Common Council hereby approves the proposed settlement of the tax assessment cases filed by Petitioners for 2017 and 2018 as follows:

- 1) The combined assessed value for the three Tax Map Parcels will be reduced as follows:

Assessment Year	Combined Assessed Value	Combined Reduced Assessed Value	Reduction Amount
2017	\$10,034,000	\$7,750,000	(\$2,284,000)
2018	\$10,034,000	\$7,750,000	(\$2,284,000)

- 2) The combined reduced assessed value shall be allocated among the three Tax Map Parcels at the Assessor's discretion;
- 3) The reductions in assessed values shall also apply to the 2019, 2020 and 2021 assessment rolls pursuant to Real Property Tax Law Section 727; and
- 4) All Proceedings challenging the assessments will be discontinued and refunds will be issued based upon the assessment reductions; and

BE IT FURTHER, RESOLVED, that unless otherwise ordered by the Court, refunds based upon the assessment reductions shall be paid without interest provided they are paid within sixty (60) days after Petitioners serve a copy of the filed Stipulation and Order of Settlement on the City and other municipal taxing authorities; and

BE IT FURTHER, RESOLVED, that the Common Council further authorizes and directs the Mayor, City Assessor, Corporation Counsel and/or its Special Counsel to execute settlement documents and take any additional steps necessary to effectuate the settlement in accordance with the terms of this Resolution.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

8. TRAVEL REQUEST:

A. RESOLVED: In accordance with the request therefore, the Common Council approves one Police Department employee to attend "Trauma Management Training" from May 7-9, 2019 in Watervliet, NY. The total cost will not exceed \$433.75 and will be expensed out of the Asset Forfeiture Fund.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

B. RESOLVED: In accordance with the request therefore, the Common Council approves two Police Department employees to attend "Glock Armorer's Course Training" on June 25-26, 2019 in Herkimer, NY. The total cost will not exceed \$846.00 and will be expensed out of the Asset Forfeiture Fund.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

10. NEW BUSINESS AND COUNCILOR REPORTS:

11. CLOSING PUBLIC COMMENTS ON ANY TOPIC:

Motion to Adjourn by Councilor _____; Seconded by Councilor _____

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

MEETING ADJOURNED: _____



Plattsburgh, New York

Scott Lawliss
Fire Chief

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

MEMO

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

FROM: Fire Chief, Scott Lawliss

DATE: April 23, 2019

RE: Fire and Ambulance Responses

For this week's period: Tuesday, April 16, 2019 to Monday, April 22, 2019
our Department has responded to the following:

Fire Calls

18

- 6 EMS assist initiated patient care
- 5 alarm activation with investigation
- 1 dispatched cancelled en route
- 3 MVA with patient care and hazardous mitigation
- 1 excessive heat/scorch burns with hazardous mitigation
- 2 brush fires

Ambulance Calls 50

Mutual Aid by CVPH 6



Plattsburgh Police Department
45 PINE STREET
Plattsburgh, New York

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

LEVI J. RITTER
Chief of Police

April 3, 2019

Mayor Colin L. Read
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 March 2019.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "L. Ritter", written over a horizontal line.

Chief Levi J. Ritter
Plattsburgh Police Department

PARKING VIOLATIONS BUREAU

Monthly Report for March 2019

	<u>Mar 2019</u>	<u>Mar 2018</u>
TICKETS ISSUED:	423	179
TICKETS COLLECTED:	386	127
REVENUE FOR MONTH:	\$9,222.75	\$4,650.75

YEAR TO DATE TOTALS:

	<u>Mar 2019</u>	<u>Mar 2018</u>
TICKETS ISSUED:	1,283	403
TICKETS COLLECTED:	1,001	312
REVENUE:	\$24,302	\$11,288.50

COMPARISON: Parking tickets issued for Mar. 2019: UP 244
 Parking tickets collected for Mar. 2019: UP 259
 Revenue for Mar. 2019: UP \$4,572
 Amount Dismissed: \$395.25

Breakdown for March 2019

CITY OF PLATTSBURGH PARKING TICKET SYSTEM

3/31/2019

SUMMARY OF PARKING TICKETS - BY OFFICER

VL --DESCRIPTION--	MANUAL-MTD	MANUAL-YTD	HH-MTD	HH-YTD	-VALUE-MTD-	-VALUE-YTD-
1 HANDICAP	1	1	0	0	6	75
2 NO PARKING	0	0	30	30	100	472.5
3 OVERTIME 10 MIN	0	0	0	0	0	0
4 OVERTIME 30 MIN	0	0	0	0	0	0
5 OVERTIME 2 HRS	0	0	0	0	0	0
6 NO STAND/STOP	0	0	0	0	0	0
7 FIRE HYDRANT	0	0	3	3	8	168
8 FIRE LANE	0	0	0	0	0	0
10 BLOCKING SIDEWALK	0	0	0	0	16	0
11 LEFT WHEEL CURB	0	0	0	0	0	0
12 BLOCKING XWALK	0	0	0	0	3	0
13 BLOCK DRIVEWAY	0	0	1	1	7	15
14 LOADING ZONE	0	0	9	9	17	334
15 DOUBLE PARK	0	0	0	0	1	0
16 TOO CLOSE INTERSE	0	0	0	0	0	0
18 OBST. LANE	0	0	0	0	1	0
19 TAXI ONLY	0	0	1	1	3	16.5
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	11	14	0	0	0	394
25 UNINSPECTED	0	0	31	31	45	1,195
26 OVERTIME PARKING	0	0	0	0	0	0.00
27 OVERTIME 4 HOUR	0	0	0	0	0	0
40 UNREGISTERED	0	0	7	7	10	375.5
41 DOUBLE PARK	0	0	0	0	1	0

42 NO PARKING	0	0	30	100	472.50	1,908.00
43 NO STANDING	0	0	0	0	0.00	0.00
44 SIDEWALK	0	0	0	0	0.00	0.00
45 INTERSECTION	0	0	0	0	0.00	0.00
46 CROSSWALK	0	0	0	0	0.00	0.00
47 ZONE/CURB	0	0	0	0	0.00	0.00
48 CONSTRUCTION	0	0	0	0	0.00	0.00
52 HIGHWAY	0	0	0	0	0.00	0.00
53 RDW/ROW	0	0	0	0	0.00	0.00
54 DRVWAY/BLOCKED	0	0	0	0	0.00	0.00
55 TAXI ZONE	0	0	9	14	186.00	297.75
56 BUS ZONE	0	0	0	0	0.00	0.00
57 CROSSWALK 20'	0	0	0	0	0.00	0.00
60 OBST. SIDEWALK	0	0	0	0	0.00	0.00
62 FIRE HYDRANT	0	0	0	0	0.00	0.00
63 UNLAWMOV	0	0	0	0	0.00	0.00
64 WWY2WAY	0	0	7	14	105.75	227.25
65 WWY1WAY	0	0	0	0	0.00	0.00
67 ANGLE	0	0	0	0	0.00	0.00
68 OVERLINE	0	0	0	1	0.00	25.50
69 OVERTIME 10 MIN	0	0	0	0	0.00	0.00
70 OVERTIME 30 MIN	0	0	0	0	0.00	0.00
71 OVERTIME 1 HR	0	0	0	0	0.00	0.00
72 OVERTIME 2 HR	0	0	0	0	0.00	0.00
73 OVERTIME 4 HR	0	0	0	0	0.00	0.00
78 TIME LOADING	0	0	0	0	0.00	0.00
79 EMERGENCY	0	0	0	0	0.00	0.00
80 FIRELANE	0	0	0	0	0.00	0.00
81 HANDICAP	0	0	0	0	0.00	0.00
82 TRAILER	0	0	0	0	0.00	0.00
86 SNOW BAN	0	0	0	0	0.00	0.00
87 LIM SNOW BAN	0	2	0	0	0.00	70.00
88 UNINSPECTED	0	0	0	0	0.00	0.00
89 UNREG MV	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	0.00	0.00
92 NO PARK 7AM-5PM	0	0	0	0	0	0.00	0.00
94 MEDIAN	0	0	0	0	0	0.00	0.00
95 20' INTERSECTION	0	0	2	2	2	45.00	45.00
96 30' SIGN/INTERSECTN	0	0	0	0	0	0.00	0.00
97 NO ACCESS/HDCP	0	0	0	0	0	0.00	0.00
98 12" CURB	0	0	1	2	2	15.00	39.75
99 12" CURB 1 WAY	0	0	0	0	0	0.00	0.00
101 FACING WRONG2W	0	0	0	0	0	0.00	0.00
105 EXCEEDED 72HRS	0	0	0	0	0	0.00	0.00
107 SNOW 12:01-6 AM	0	0	0	0	0	0.00	0.00
108 SNOW CPL 2AM-6AM	0	9	0	0	0	0.00	525.00
110 EXCEEDED 90 MIN	0	0	0	0	0	0.00	0.00
111 FRONT YARD	0	0	0	0	0	0.00	0.00
199 PARKING BAN	0	0	0	1	1	0.00	35.00
200 OVERTIME PARKING	0	0	244	733	733	4,172.25	15,112.50
201 PARKING BAN	0	42	47	163	163	1,665.00	8,809.00
202 CITY ROW	0	0	0	0	0	0.00	0.00
Other	0	0	1	21	21	0.00	0.00
TOTALS:	18	18	482	482	482	10,163.00	10,163.00

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH = 254
TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR = 1,283

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 16.93% 2.84 %
PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS = 83. 97.16 %

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 16.93% 5.3 %
PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 83.0% 94.7 %



Plattsburgh Police Department
45 PINE STREET
Plattsburgh, New York

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

LEVI J. RITTER
Chief of Police

April 5, 2019

Mayor Colin L. Read
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval for the Mayor to sign the attached contract with Ronnie Santor for Academy Director/Training Director Services for 2019. The total cost is \$20,000 which is the same as 2018. 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,

A handwritten signature in black ink, appearing to be "L. Ritter", written over a faint circular stamp.

Chief Levi Ritter
Plattsburgh Police Department

BASIC ACADEMY/ TRAINING DIRECTOR AGREEMENT

THIS AGREEMENT is made this 3rd day of June 2019 by and between THE CITY OF PLATTSBURGH, a municipal corporation with offices at 41 City Hall Place, Plattsburgh, New York and Ronnie L. Santor, whose address is 84 Salmon River Road, Plattsburgh, N.Y.

Whereas the facts and circumstances underlying this agreement are as follows:

1. The Basic Training Course (Academy) for police officers is a DCJS criteria from new recruits. The instruction, scheduling and implementation of these training sessions is pertinent to the day to day operation of the Zone Nine Police Academy.
2. The Academy Director will coordinate and implement these various programs to insure that Academy policies and procedures as well as State and Federal training requirements are met.
3. The Academy Director will maintain records of training, lesson plans, course schedules, rosters and various Department of Criminal Justice Services requirements offered at the Zone Nine Police Academy.
4. Ronnie Santor is retired from the New York State Park Police and is experienced in conducting police training courses. He has the credentials required to act as the Academy Director. (Master certified police instructor).
5. The purpose of this Agreement is to define the services that will be provided by Ronnie Santor and the compensation that will be paid him.
6. Training courses for police officers are an ongoing criteria from new recruits to in-service classes for veteran officers. The instruction, scheduling and implementation of these training requirements is pertinent to the day to day operation of the police department.
7. The Training Director will coordinate and implement these various programs to insure that Department policies and procedures as well as State and Federal training requirements are met.
8. The Training director will maintain records of training, lesson plans, course schedules, rosters and various Department of Criminal Justice Services requirements offered at the city of Plattsburgh Police Department.

IN CONSIDERATION for the mutual exchange of promises, it is agreed as follows:

1. Ronnie Santor is an independent contractor and will NOT be considered an employee of the City of Plattsburgh Police Department, nor any other police or sheriff's department, while providing services under this agreement. No payroll taxes will be paid or deducted from his compensation, but the compensation paid will be reported to the IRS on a 1099 form.

2. Ronnie Santor will provide the following services in connection with coordination of various courses of instruction:
 1. Prepare the course curriculum, including topics to be covered, content and time as well as develop new courses and programs that increase the training of the Zone 9 Police Academy.
 2. Teach required topics and coordinate the schedules of any other instructors assigned to teach various topics.
 3. Monitor and record class attendance and performance during classroom sessions and maintain department training records.

3. For the above described services, the City of Plattsburgh will pay Ronnie Santor the lump sum of \$20,000.00.
Payable as follows:
 - \$3333.33 due on July 1, 2019
 - \$3333.33 due on Sept. 1, 2019
 - \$3333.33 due on Nov. 1, 2019
 - \$3333.33 due on Jan. 1, 2020
 - \$3333.33 due on March 1, 2020
 - \$3333.33 due on May 1, 2020

CITY OF PLATTSBURGH

By: Colin Read
Mayor

Date

By: Levi Ritter
Chief of Police

Date

By: Ron Santor
Training Director

Date

BASIC ACADEMY/ TRAINING DIRECTOR AGREEMENT

THIS AGREEMENT is made this 2nd day of May 2019 by and between THE CITY OF PLATTSBURGH, a municipal corporation with offices at 41 City Hall Place, Plattsburgh, New York and Ronnie L. Santor, whose address is 84 Salmon River Road, Plattsburgh, N.Y.

Whereas the facts and circumstances underlying this agreement are as follows:

1. The Basic Training Course (Academy) for police officers is a DCJS criteria from new recruits. The instruction, scheduling and implementation of these training sessions is pertinent to the day to day operation of the Zone Nine Police Academy.
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 - \$3333.33 due on May 1, 2020

CITY OF PLATTSBURGH

By: Colin Read
Mayor



Date

4-8-19

By: Levi Ritter
Chief of Police

Date

By: Ron Santor
Training Director

Date



Plattsburgh Police Department
45 PINE STREET
Plattsburgh, New York

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

LEVI J. RITTER
Chief of Police

April 23, 2019

Mayor Colin L. Read
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval for a Police Department employee to travel to Albany County for "Trauma Management Training" at the Watervliet Arsenal for Military Training in Watervliet, NY. The total cost should not exceed \$433.75 which will be paid out of asset forfeiture. 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,

A handwritten signature in black ink, appearing to be "L. Ritter", written over a faint circular stamp.

Chief Levi Ritter
Plattsburgh Police Department

5/7-5/9/19



Plattsburgh Police Department
45 PINE STREET
Plattsburgh, New York

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

LEVI J. RITTER
Chief of Police

April 23, 2019

Mayor Colin L. Read
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval for two Police Department employee's to travel to Herkimer, NY for "Glock Armorer's Course Training" at the Herkimer County 911 Center in Herkimer, NY . The total cost should not exceed \$846.00 which will be paid out of asset forfeiture. 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.

6/26/19

Respectfully,

A handwritten signature in black ink, appearing to be "LJR" or similar initials, written in a cursive style.

Chief Levi Ritter
Plattsburgh Police Department