

**REGULAR MEETING OF THE COMMON COUNCIL  
OF THE CITY OF PLATTSBURGH, NEW YORK  
AUGUST 17, 2023  
5:00 P.M.**

**AGENDA**

**Present:** Mayor Christopher Rosenquest, Councilors Julie Baughn (W1), Mike Kelly (W2), Elizabeth Gibbs (W3), Jennifer Tallon (W4), Caitlin Bopp (W5), Jeff Moore (W6)

**Absent:**

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**1. MINUTES OF THE PREVIOUS MEETING:**

**RESOLVED:** That the Minutes of the Regular Meeting of the Common Council held on August 3, 2023 are approved and placed on file among the public records of the City Clerk’s Office.

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore  
(All in Favor/opposed)

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**2. PUBLIC COMMENT ON ANY TOPIC:**

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**3. REPORTS OF CITY OFFICES & COUNCILOR/DEPARTMENT CHAIR/LIAISON COMMITTEE REPORTS:**

**City Operations** – Chair Councilor Tallon (**August meeting canceled. Next meeting: 9/11 @ 5pm**)

**Finance and Community Development** – Chair Mayor Rosenquest (**Items #7.164, next meeting: 9/14 @ 5pm**)

**City Infrastructure** – Chair Councilor Kelly (**Items #7.158 - 7.163, next meeting: 9/5 @ 5pm - City offices are closed 9/4 for Labor Day**)

**Public Safety** – Chair Councilor Bopp (**Next meeting: 8/21 @ 5pm**)

**Plattsburgh Public Library** – Liaison Councilor Moore

**MLD - MLD Board President, Councilor Gibbs (Next meeting: 8/31 @ 5pm)**

**Climate Smart Task Force** – Liaisons Councilors Gibbs and Tallon

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**4. CORRESPONDENCE OR RECOMMENDATIONS FROM SPECIAL COMMITTEES: None**

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**5. REPORT: PAYROLLS OF VARIOUS DEPARTMENTS COUNCIL APPROVED:** That the payrolls of the various Departments of the City of Plattsburgh for the weeks ending August 9, 2023 in the amount of \$ \_\_\_\_\_

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**6. REPORT: AUDIT OF CLAIMS**

**COUNCIL APPROVED:** The bills Audited by the Common Council for the weeks ending August 11, 2023 in the amount of \$ \_\_\_\_\_ and August 18, 2023 in the amount of \$ \_\_\_\_\_

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**7. OTHER ITEMS:**

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**The Infrastructure Committee requested Resolutions #7.158 - 7.163 be placed on the agenda**

**7.158 AUTHORIZE BUDGET ADJUSTMENTS – GENERAL SEWER AND WATER FUNDS**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**7.159 REVISING CAPITAL PROJECT H8130.67 REVISION - 2021 SANITARY SEWER**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**7.160 AUTHORIZE STIPULATION AGREEMENT WITH CLINTON COUNTY HEALTH DEPARTMENT**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**7.161 AUTHORIZE WATER SYSTEM GRANT AND FINANCING APPLICATION UNDER WATER INFRASTRUCTURE IMPROVEMENT ACT 2023**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**7.162 AUTHORIZE INSTRUMENTATION SERVICES FOR THE WRRF AND WFP – BID AWARD RECOMMENDATION FOR CONTRACT #WRRF 2023-04**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**7.163 AUTHORIZE HAZEN ORGANICS MANAGEMENT PLAN CHANGE ORDER**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**The Finance and Community Development Committee requested Resolutions #7.164 be placed on the agenda**

**7.164 AUTHORIZE ADDITION TO THE CITY’S ENTERPRISE BUSINESS SYSTEM (MUNIS) OF THE FIXED ASSETS MODULE AND FOR THE DATA CONVERSION OF THE CITY’S OBSOLETE FIXED ASSET RECORDS FOR UPLOADING TO THE MUNIS SYSTEM DATABASE.**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**7.165 AUTHORIZE BUDGET ADJUSTMENTS – WATER FUND**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**7.166 TRAVEL REQUEST - PUBLIC WORKS**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**7.167 AUTHORIZE THE MAYOR TO SIGN A NEW FIVE-YEAR AGREEMENT (2023-2028) BETWEEN THE UNIFIED COURT SYSTEM (UCS) AND THE CITY OF PLATTSBURGH FOR COURT CLEANING AND MINOR REPAIRS CONTRACT: C300514**

By Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Discussion:

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**ACTION TAKEN:** Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Withdrawn \_\_\_\_\_ Tabled \_\_\_\_\_

Follow up Action:

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**NOTICE OF PUBLIC HEARING:**

**PLEASE TAKE NOTICE** The City of Plattsburgh will hold a Public Hearing on Thursday, September 7, 2023 at 5:00 PM at the City Hall, Council Chambers on the 2nd Floor, 41 City Hall Place, Plattsburgh, NY 12901 City of Plattsburgh for the purpose of hearing final public comments on the Final Draft 2023 Comprehensive Plan for the City of Plattsburgh ahead of its proposed adoption; a copy

of said plan is in final draft format and is available for review at the Office of the City Clerk, and the Plattsburgh Public Library during normal business hours, or on-line at:

<https://drive.google.com/file/d/1vCRmnWDdEG1G7XRL60AiDYfQ0epq2HLh/view>

The City of Plattsburgh City Hall is accessible to persons with disabilities, those with hearing impairments or those in need of translation from English, those individuals should contact Elisha Bartlett at 518-563-7642, at least one week in advance of the hearing date to allow for the necessary arrangements. Written comments may also be submitted to Elisha Bartlett, Senior Planner, 41 City Hall Place, Plattsburgh, NY 12901 until September 1, 2023.

**Public Hearing Date set: Thursday, September 7, 2023 at 5:00 pm**

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**8. NEW BUSINESS:**

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**9. ADJOURNMENT:**

Motion to Adjourn by Councilor \_\_\_\_\_; Seconded by Councilor \_\_\_\_\_

Roll call: Councilors Baughn, Kelly, Gibbs, Tallon, Bopp, Moore

**MEETING ADJOURNED:** \_\_\_\_\_