

**RESOLUTION 08/17/2023**

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

It is being requested to adjust the 2023 General Sewer and Water Fund Budgets, as follows:

Increase: General Fund – Street Maint. Contract Services	15110000-4430	\$ 5,000.00
Decrease: General Fund – Street Maint. Temporary Payroll	15110000-1300	\$ 7,500.00
Decrease: General Fund – Parks & Beaut. Temporary Payroll	18510000-1300	\$ 7,500.00
Decrease: General Fund – Appropriated Fund Balance	1-0599	\$10,000.00
Increase: Sewer Fund – Sanitary Sewer Contract Services	58120000-4430	\$ 5,000.00
Increase: Sewer Fund – Appropriated Fund Balance	5-0599	\$ 5,000.00
Increase: Water Fund – Trans. & Dist. Contract Services	48340000-4430	\$ 5,000.00
Increase: Water Fund – Appropriated Fund Balance	4-0599	\$ 5,000.00

To provide appropriations for transferring budgeted cost from the General Fund to the Sewer and Water Funds for temporary employee contract services in the DPW office. The budget adjustments provide for the increase in contract services in the Sewer and Water Funds and the corresponding decrease in contract services in the General Fund along with the adjustments to all appropriated fund balance accounts for each fund which will decrease the total General Fund appropriated fund balance by \$10,000.00 and increase the appropriated fund balances for the Sewer and Water Funds by \$5,000.00 each.

**RESOLUTION 08/17/2023**

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

**WHEREAS**, the Capital Expenditure Plan adopted January 7<sup>th</sup>, 2021, includes a Sanitary Sewer category, and

**WHEREAS**, the Environmental Services Department is establishing a 2021 Sanitary Sewer project that is included in the Capital Expenditure Plan adopted January 7<sup>th</sup>, 2021, and

**WHEREAS**, the cost of the 2021 Sanitary Sewer project has been estimated by the Environmental Services Department to provide for cost the construction of the project, and is being revised to reflect an updated cost for the project, as follows:

	<b>2021 Capital Plan</b>	<b>2021 Estimated Cost</b>	<b>2023 Revised Cost</b>
River Run – Slip Line	\$ <u>150,000</u>	\$ <u>150,000</u>	\$ <u>250,000</u>
Total	\$ <u>150,000</u>	\$ <u>150,000</u>	\$ <u>250,000</u>
Project Funding:			
Sewer Capital Reserve	\$ <u>150,000</u>	\$ <u>150,000</u>	\$ <u>250,000</u>
Total	\$ <u>150,000</u>	\$ <u>150,000</u>	\$ <u>250,000</u>

Now therefore,

**BE IT RESOLVED**, by the Common Council of the City of Plattsburgh, New York, this 17th day of August 2023, as follows:

- 1) That, the amount of Two Hundred Fifty Thousand and 00/100 (\$250,000.00) Dollars be and it is hereby appropriated to the Capital Project **2021 Sanitary Sewer (Project H8130.67)** for the cost of the Capital Project described above and is hereby authorized to be expended for such purpose.
- 2) That, Two Hundred Fifty Thousand and 00/100 (\$250,000.00) Dollars of such appropriation is available and will be provided by the Sewer Capital Reserve fund.

**RESOLUTION 08/17/2023**

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

BY: Jonathan P. Ruff, P.E.

**WHEREAS**, A May 26, 2023 Sanitary Survey Report issued by the Clinton County Health Department identifies a number of required corrective actions; and

**WHEREAS**, A Stipulation Agreement has been developed to identify the actions the City will complete by the completion dates indicated; and

**WHEREAS**, The Clinton County Board of Health has authorized the agreement;

**NOW, THEREFORE, BE IT RESOLVED, The Common Council Agrees to and Authorizes the execution of the July 7, 2023 Stipulation Agreement with the Clinton County Health Department.**

**RESOLUTION 08/17/2023**

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

**WHEREAS**, The City of Plattsburgh, Clinton County, New York (hereinafter the “City”) has established the public benefit to City residents of the Drinking Water Improvement Project (herein after the “Project”); and

**WHEREAS**, the City plans to upgrade critical City water infrastructure to improve reliability and protect public health; and,

**WHEREAS**, The infrastructure improvements have been divided into a number of phases and the City has received grant and financing awards for Phases 1 and 2 under the NYS Water Infrastructure Improvement Act; and,

**WHEREAS**, NYS is accepting grant and financing applications for another round of grant and financing the Water Infrastructure Improvement Act; and,

**WHEREAS**, the Phase 3 improvements are estimated to be approximately \$8,575,000;

**NOW, THEREFORE, BE IT RESOLVED:** The Common Council agrees to and authorizes the submission of WIIA grant and financing applications for Phase 3 of the water system improvements and authorizes the execution of all necessary documents by Authorized Representatives Mayor Christopher Rosenquest or Environmental Manager Jonathan Ruff.

**RESOLUTION 08/17/2023**

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

**NOW, THEREFORE, BE IT RESOLVED, The Common Council Authorizes the Mayor of Plattsburgh to execute all necessary documents/the following change order/the following contract:**

Contractor:	Temp-Press Inc.
Service:	Provide Instrumentation Services for the WRRF and WFP.
Rate:	N/A
Mileage:	N/A
Contract Amount:	\$41,950.00 (ESTIMATED lump sum)
City Cost:	~\$41,950.00 (between WRRF and WFP)
Period:	8/14/23 – 8/13/24 (New Bid Award)
New/Renewal:	New
Previous Year's Cost:	\$36,350.00
Previous Year's City Cost:	\$36,350.00

**RESOLUTION 08/17/2023**

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

BY: Jonathan P. Ruff, P.E.

**WHEREAS**, The City has contracted with Hazen and Sawyer for helping the City develop a sustainable organics management strategy; and,

**WHEREAS**, Some additional work was needed on the organics inventory task;

**NOW, THEREFORE, BE IT RESOLVED**, The Common Council agrees to and authorizes the execution of a change order to the Hazen and Sawyer agreement in the amount of **\$2,500**.

**RESOLUTION 08/17/2023**

**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.**

**WHEREAS**, the City has the Munis System for its enterprise business transaction processing and record keeping; and

**WHEREAS**, the City's current fixed asset management application is obsolete and is not able to be integrated with the City's Munis System due to being obsolete as well as incompatible;

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council authorizes the Mayor to sign for the addition of the Fixed Asset module to the City's Munis System at a cost of \$16,339.00, thereby integrating all capital project expenditures to create a fixed asset record without additional, manual intervention or data entry and to convert the existing data in the current City fixed asset system for uploading to the Munis System, thereby preserving the City's fixed asset financial records roll-forward.

**RESOLUTION 08/17/2023**

**7.165 AUTHORIZE BUDGET ADJUSTMENTS – WATER FUND**

It is being requested to adjust the 2023 Water Fund Budget, as follows:

Increase: Water Fund – Administration Fees for Services	48310000-4440	\$9,300.00
Increase: Water Fund – Appropriated Fund Balance	4-0599	\$9,300.00

To appropriate funding for dam inspection services not previously budgeted to operating expense in the Water Fund Administration department. The budget adjustment increases the Water Fund budget by \$9,300.00 for 2023.



**RESOLUTION 08/17/2023**

**7.166 TRAVEL REQUEST - PUBLIC WORKS**

Request from Superintendent of Public Works Michael Bessette for himself and Assistant Superintendent Andrew Durrin to attend NYCOM Public Works Training School in Lake Placid, New York from October 16-18 at a cost not to exceed \$1240 total for both. It will be paid for out of the 2023 DPW Budget for Training and Education.

**RESOLUTION 08/17/2023**

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