



# 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](mailto:lawliss@cityofplattsburgh-ny.gov)

## MEMO

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

**FROM:** Fire Chief, Scott Lawliss

**DATE:** January 7, 2020

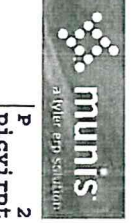
**RE:** Fire and Ambulance Responses

For this week's period: Tuesday, December 31, 2019 to Monday, January 6, 2020  
our Department has responded to the following:

<b>Fire Calls</b>	<u>6</u>	
		1 smoke / odor removal
		1 hazmat release investigation
		3 EMS initiated patient care prior to transport ambulance
		1 dispatched and canceled en route
<b>Ambulance Calls</b>	54	
<b>Mutual Aid by CVPH</b>	10	

01/07/2020 13:42  
 14271Bee

CITY OF PLATTSBURGH LIVE  
 COMPLAINTS/VIOLATIONS REPORT



DEPARTMENT: Building Inspector  
 REPORTING PERIOD: 12/31/19 TO 01/07/20

REFERENCE CASE	LOCATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	CREATED COMPLETED
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1917	105 BRINKERHOFF ST	PHONE CALL AREA	RAY BEEBE 0	01/06/2020
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VIOLATION	SEVERITY	PHONE CALL AREA	COMPLY BY	COMPLETED	1 DAYS OPEN
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ZONING VIOLATION NEW SIGN ON BUILDING - "SINGLE ROOMS FOR RENT"	0	0	COMPLY BY	COMPLETED	1 DAYS OPEN
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STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED	FEE AMOUNT
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INITIAL INSPECT	INSPECTION	NEW	NOTICE	01/08/20			.00
NOTICE	INSPECTION	NEW	LETTER				.00
FOLLOW UP	INSPECTION	NEW					.00
ORDER REMEDY	INSPECTION	NEW					.00
APPEARANCE TICKET	OTHER	NEW					.00

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS  
 COMPLAINT JIM WELCH 01/08/20 01/08/20  
 COMPLAINT JIM WELCH

COMPLAINT/VIOLATION TOTALS  
 1916 5072 SO CATHERINE ST TIMOTHY JOHN PARSONS 0  
 VIOLATION SEVERITY 0  
 PARKING AREA 0  
 OWNER MADE PARKING AREA BY PLACING GRAVEL IN FRONT YARD. 4 DAYS OPEN

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED	FEE AMOUNT
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INITIAL INSPECT	INSPECTION	NEW		01/04/20			.00
NOTICE	INSPECTION	NEW					.00
REINSPECT	INSPECTION	NEW					.00
APPEARANCE TICKET	OTHER	NEW					.00

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS  
 COMPLAINT KYLE BURDO 01/04/20 01/04/20  
 COMPLAINT KYLE BURDO

COMPLAINT/VIOLATION TOTALS  
 DEPARTMENT TOTALS  
 COMPLAINT/VIOLATION ACTIVITY 12/31/19-01/07/20: 2 COMPLAINTS/VIOLATIONS 0 COMPLETED .00  
 COMPLAINT/VIOLATION ACTIVITY 12/31/19-01/07/20: 2 COMPLAINTS/VIOLATIONS 0 COMPLETED .00

\*\* END OF REPORT - Generated by Lisa Beebe \*\*



01/07/2020 13:42  
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CITY OF PLATTSBURGH LIVE  
COMPLAINTS/VIOLATIONS REPORT

P 1  
plcvirpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 12/31/19 TO 01/07/20

COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
PARKING	1
ZONING VIOLATION	1
DEPARTMENT TOTALS	2
REPORT TOTALS	2

\*\* END OF REPORT - Generated by Lisa Beebie \*\*

**BLOTTER ACTIVITY REPORT**

By Time of Day

FOR DATE RANGE OF 12/29/2019 00:00 TO 01/05/2020 0:00

Call Type	Invalid Time	0000-0159	0200-0359	0400-0559	0600-0759	0800-0959	1000-1159	1200-1359	1400-1559	1600-1759	1800-1959	2000-2159	2200-2359	TOTALS
ABANDONED 911	0	1	2	0	0	0	0	0	0	0	1	2	0	6
ABC VIOLATIONS	0	3	0	0	0	0	0	0	0	0	0	0	0	3
ABSCONDED	0	0	0	0	0	0	0	0	0	0	0	0	1	1
ADMINISTRATIVE	0	0	0	2	0	0	0	0	0	0	0	0	0	2
AIDED MEDICAL	0	4	0	0	0	0	3	0	0	1	2	1	1	12
ALARM	0	0	0	0	0	1	1	1	0	0	0	0	0	3
ANIMAL DOMESTIC	0	0	0	0	0	0	0	0	0	0	0	0	1	1
ASSAULT	0	0	0	0	0	0	0	0	0	1	0	0	0	1
BEAT MONITORING	0	1	3	0	0	0	0	0	0	0	0	0	1	5
BKGRND INVT CIVILIAN	0	0	0	0	0	9	0	0	0	0	0	0	0	9
DEATH INVEST	0	0	0	0	0	0	0	1	0	0	0	0	0	1
DISORDERLY PERSONS	0	1	1	0	0	0	0	0	0	0	0	0	0	2
DOMESTIC	0	1	1	0	0	0	1	1	0	0	1	1	0	6
DOOR UNLOCKING	0	0	0	0	0	0	2	1	1	0	1	0	1	6
DRUG INVESTIGATION	0	1	1	0	0	0	0	0	0	0	0	0	0	2
EMOTIONALLY DISTURBED PERSON	0	0	1	0	0	0	0	0	0	0	0	0	0	1
FINGERPRINTING	0	0	0	0	0	0	0	0	0	1	0	0	0	1
FOOT PATROL	0	0	5	0	0	0	0	2	0	3	0	1	1	12
FRAUD	0	0	0	0	0	0	0	1	0	0	0	0	0	1
HARASSMENT	0	0	0	0	0	1	0	0	1	0	1	3	0	6
INSECURE PROPERTY	0	1	1	1	0	0	0	0	0	0	0	0	0	3
LARCENY	0	0	0	0	0	0	0	0	2	0	2	0	0	4
LOST AND FOUND	0	0	0	0	1	2	0	1	3	2	1	1	0	11
M/V ACCIDENT	0	0	0	0	0	1	1	1	2	2	1	1	0	9
M/V OFFENSE	0	0	0	0	0	0	0	0	0	1	0	0	0	1
MEDIATION-NO OFFENSE	0	0	0	0	0	0	0	0	0	0	0	0	1	1
MISC CALLS	0	0	1	1	0	0	0	1	1	0	0	0	3	7
MISC OFFENSES	0	0	0	0	0	0	0	0	1	0	0	0	0	1





CITY OF PLATTSBURGH, NEW YORK  
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: Dec19

REVENUE SOURCES			CITY REVENUE	DUE OTHERS	TOTAL
Bingo Licenses (City)	25-2540	BINGO	\$0.00		\$0.00
Bingo Licenses (State)	1-0632	G 0632			\$0.00
Bingo License Fees 3%	25-2540	BINGO	\$48.00		\$48.00
Building Permits	25-2555	PRMTS			\$0.00
Circus License	25-2502				\$0.00
City Code	12-1255				\$0.00
Code Civil Compromise	26-2614				\$0.00
Contractor Fees	25-2557	CNTRR			\$0.00
Dog Licenses	25-2542	DOGLIC	\$210.00		\$210.00
State Neuter/Spay Surcharge				\$32.00	\$32.00
Extract of Records	12-1255	CLERKF	\$0.00		\$0.00
Game of Chance Lic. (City)	25-2541	GAMCHN	\$20.00		\$20.00
Game of Chance Lic. (State)	1-0632	G 0632	\$30.00		\$30.00
Gas Permits	15-1540	FIRFEE	\$165.00		\$165.00
Going Out of Business Lic	25-2509				\$0.00
Hauler's License	25-2505	REFLIC	\$0.00		\$0.00
Housing Code	21-2110	ZONE			\$0.00
Impound Fees	15-1550	PUBPND	\$50.00		\$50.00
Interest Temp	1124-2401	INTERE	\$1.82		\$1.82
Jeweler's Licenses	25-2503	VNDLIC			\$0.00
Marriage Licenses	25-2545	MARRIA	\$210.00	\$270.00	\$480.00
Notary Fees	12-1255	CLERKF			\$0.00
Peddler/Vendor License	25-2503	VNDLIC	\$20.00		\$20.00
Returned Check Charges	12-1255	CLERKF			\$0.00
Sign Permits	25-2590	SIGNPM			\$0.00
Specifications	T-30	TP300	\$0.00	\$0.00	\$0.00
Special Use Permits	21-2110	ZONE			\$0.00
Subdivision Fee	21-2110	ZONE	\$0.00		\$0.00
Subdivision Ordinance	12-1255	CLERKF			\$0.00
Taxi Operator's Licenses	25-2507	TXIPRT	\$450.00		\$450.00
Taxi Vehicle Licenses	25-2504	TXIVEH	\$240.00		\$240.00
Tree/Stump Removal License	25-2508	TREREM	\$0.00		\$0.00
Vital Statistics	16-1603	VITSTA	\$5,384.00		\$5,384.00
Zoning Ordinances	21-2110	ZONE			\$0.00
Zoning Variances	21-2110	ZONE			\$0.00
OTHER REVENUE					
Riverwalk					
1127-2753					\$0.00
Auditorium					
1127-2752		G 2752	\$100.00		\$100.00
Centennial Plaques					
1127-2705					\$0.00

Lake Champlain Memorial

1127-

RECOVERED FUNDS

Telephone

1-1410000-4414

\$0.00

Postage

1-1410000-4470

\$0.00

Print & Copy

1-1410000-4431

\$0.00

DISBURSEMENTS:

\$6,928.82    \$302.00

\$7,230.82

NYS Dept of Health

\$270.00 Check No 1545

NYS Dept of Ag & Mkts

\$32.00 Check No 1546

TOTAL PAID OTHERS:

\$302.00

ADJUSTMENT: NONE

Shortage/Overage

Chamberlain (Spec. Deposits)

\$0.00 Check No

Chamberlain (New Revenue)

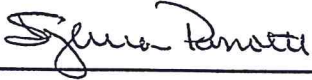
\$6,928.82 Check No 1547

Amount Due City Chamberlain:

\$6,928.82

Dated at Plattsburgh, New York

\$7,230.82



Sylvia Parrotte,  
City Clerk

6-Jan-20

STATE OF NEW YORK )  
COUNTY OF CLINTON )  
CITY OF PLATTSBURGH )

THE PEOPLE OF THE CITY OF PLATTSBURGH, NEW YORK  
TO THE CITY CHAMBERLAIN OF THE CITY OF PLATTSBURGH, NEW YORK

GREETINGS:

YOU ARE HEREBY AUTHORIZED, DIRECTED AND REQUIRED, to receive, levy and collect all taxes, in the manner provided by law, from the several persons, firms, corporations and properties named and specified in the Assessment Roll for the fiscal year 2020, to which this warrant is hereunto annexed and herewith delivered to you, in the several sums mentioned and stated thereon, being a total of \$18,753,824.13.

City Tax	\$11,533,602.00
County Tax	5,855,902.12
2019-2020 School Tax Re-levy	1,201,970.43
City Omitted Tax	37,225.94
County Omitted Tax	17,400.78
Delinquent Public Works	723.50
Delinquent Water	8,840.43
Delinquent Sewer	12,158.99
Delinquent Waste Collection	990.00
Assessment District No1 (Downtown)	71,509.96
US Oval Parking District	13,499.98
	<u>\$18,753,824.13</u>

Together with all fees, interest and penalties which may accrue thereon according to the provisions of law, collection thereof to be made in four (4) installments as provided in Section 150 of the City Charter, as amended; it being understood that such installments shall also include, in addition to one-fourth of the general taxes and Parking Lot District Taxes, those delinquent water meter charges, sewer charges and other charges of previous years not heretofore paid, together with fees and interest thereon, as provided in Section 45B and 167 of the City Charter; and 150 of the City Charter.



(2)

You are hereby authorized and directed to deposit all the monies collected for all taxes and charges on such assessment roll to the credit of the General Fund, Water or Sewer Fund, Parking Lot District Fund, as the source of revenue may determine.

In the event any taxes, water and sewer or delinquent charges, or Parking Lot District Taxes, together with fees, interest and penalties, remain unpaid on November 1, 2020, you are directed to proceed to collect the same in the manner prescribed by Article 11 of the Real Property Tax Law, as amended by Chapter 602 of the Laws of 1993, by Chapter 532 of the Laws of 1994 and Chapter 579 of the Laws of 1995.

GIVEN UNDER THE HANDS OF THE MAYOR AND CITY CLERK of the City of Plattsburgh, New York, with the seal of said City affixed hereto.

---

Colin Read, Mayor

DATED: January 9<sup>th</sup>, 2020

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Sylvia Parrotte, City Clerk



# Plattsburgh, New York

Kristofer Gushlaw  
Chief Plant Operator  
Water Resource Recovery Facility

53 Green Street  
Plattsburgh, NY 12901  
Phone: 518-536-7519  
Fax: 518-563-6083  
gushlawk@cityofplattsburgh-ny.gov

January 7, 2020

Honorable Mayor Colin Read  
and Members of the Common Council  
41 City Hall  
Plattsburgh, NY 12901

**RE: Surpass Chemical Company, Inc.  
Contract #2019-01  
15% Sodium Hypochlorite (Bleach) for the City of Plattsburgh- Contract Extension (1st)**

Dear Mayor Read and Councilors:

The above referenced contract expires on February 14, 2020. The contract includes an option for extending the period of service for an additional year (up to two times): Surpass Chemical has requested that the first one-year extension option be utilized. It is requested that authorization be given to extend the period of service to February 14, 2021 without any changes to the existing contract (\$0.862 per gallon). A copy of the confirming email is attached for your convenience.

Best Regards,

**Kristofer Gushlaw**  
Chief Plant Operator



# Plattsburgh, New York

Kristofer Gushlaw  
Chief Plant Operator  
Water Resource Recovery Facility

53 Green Street  
Plattsburgh, NY 12901  
Phone: 518-536-7519  
Fax: 518-563-6083  
gushlawk@cityofplattsburgh-ny.gov

January 7, 2020

Honorable Mayor Colin Read  
and Members of the Common Council  
41 City Hall  
Plattsburgh, NY 12901

**RE: Chemtrade Chemicals US LLC  
Contract #2019-02  
Liquid Aluminum Sulfate (Alum) for the WRRF - Contract Extension (1st)**

Dear Mayor Read and Councilors:

The above referenced contract expires on March 13, 2020. The contract includes an option for extending the period of service for an additional year (up to two times). Chemtrade has requested that the first one-year extension option be utilized. It is requested that authorization be given to extend the period of service to March 13, 2021.

There is a slight increase in price: \$458/dry ton to \$488/dry ton. This price is still lower than the second lowest amount from last year's bid (\$532.68/dry ton). This would be an estimated sum of \$23,668 and we have budgeted \$24,000 for 2020.

The letter from Chemtrade is attached for your convenience.

Best Regards,

**Kristofer Gushlaw**  
Chief Plant Operator



Richard A. Marks  
City Chamberlain

Department of Finance  
41 City Hall Place  
Plattsburgh, NY 12901  
518-563-7704 TEL  
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held January 9<sup>th</sup>, 2020, the following resolution was adopted:

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

**WHEREAS**, the following resolution was adopted on January 9<sup>th</sup>, 2020, and

**WHEREAS**, the Capital Expenditure Plan adopted December 12<sup>th</sup>, 2019, includes a Water Distribution System category, and

**WHEREAS**, the Public Works Department is establishing a 2020 Water System Improvements project that includes all of the projects listed in the Water Distribution System category in the Capital Expenditure Plan that was adopted December 12<sup>th</sup>, 2019, and

**WHEREAS**, the cost of the 2020 Water System Improvements project has been estimated by the Public Works Department for the costs of the planned expenditures during 2020, as follows:

	<b>2020 Capital Plan</b>	<b>2020 Estimated Cost</b>
Cogan water work	\$ 400,000	\$ 400,000
Ohio Ave. – Nevada to Tennessee	210,000	210,000
Riley Ave. – Miller to Saily	60,000	60,000
Replace laterals before paving	50,000	50,000
Water meter reading system	75,000	75,000
Hydrant replacement plan	<u>24,000</u>	<u>24,000</u>
Total	<u>\$ 819,000</u>	<u>\$ 819,000</u>
 Project Funding:		
Water Fund Bonds	<u>\$ 819,000</u>	<u>\$ 819,000</u>
Total	<u>\$ 819,000</u>	<u>\$ 819,000</u>

Now therefore,



**BE IT RESOLVED**, by the Common Council of the City of Plattsburgh, New York, this 9<sup>th</sup> day of January 2020, as follows:

- 1) That, the amount of Eight Hundred Nineteen Thousand and 00/100 (\$819,000.00) Dollars is hereby appropriated for the capital project **2020 Water System Improvements (H8320.80)** for the cost of the improvements listed above and is hereby authorized to be expended for such purpose.
- 2) That, Eight Hundred Nineteen Thousand and 00/100 (\$819,000.00) Dollars of such appropriation be provided by advances from the Water Operating Fund but that such advances are to be repaid to the Water Fund by year end through funding of this project with Bond Anticipation Notes or Serial Bonds.
- 3) That, this resolution takes effect immediately.

On Roll Call,

**CERTIFIED A TRUE COPY**

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**CITY CLERK**



December 10, 2019

Andrew Durrin  
Engineering Technician  
City of Plattsburgh Public Works  
215 Idaho Avenue  
Plattsburgh, NY 12903

RE: Riley Avenue Water Line Replacement & Reconstruction  
City Plattsburgh

Dear Mr. Durrin:

As requested, please find below a cost estimate for engineering services with respect to the above referenced project:

Engineering Services

Development of construction documents for the water line replacement and reconstruction of Riley Avenue from the intersection of Saily Avenue to Margaret Street, approximately 460 linear feet.

Subject	Unit	Unit Price	Qty.	Extension
Development of schematic Design Drawings	Lump Sum	2,400.00	1	2,400.00
Design of utility upgrades to existing water and storm system	Lump Sum	2,550.00	1	2,550.00
Preparation of Final Construction Documents for bid	Lump Sum	3,790.00	1	3,790.00
Administrative Assistance during construction	Hours (PE)	125.00	40	5,000.00
Not to Exceed Total Price:				\$ 13,940.00

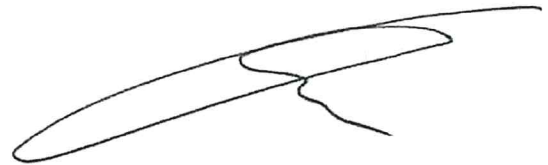
Above cost includes all necessary labor, equipment, and expenses to perform the required tasks as outlined in your scope of services. Price based on all survey work provided by others. City to provide standard front end specifications and standard construction details in electronic format.

Please note that payment in full is expected within 30 days of invoice date, unless other arrangements have been previously negotiated. Interest will be added to bills past 30 days at a 1.5% rate per month. Client is responsible for collection costs on bills past 90 days including all reasonable legal fees.

The above costs are based on final deliverables being in electronic form, any hard copies will be billed separately at cost plus 10%.

We thank you for the opportunity to provide your company with this proposal, and if you have any further questions, please feel free to contact our office.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Aaron J. Ovios', with a long horizontal stroke extending to the right.

Aaron J. Ovios, P.E.

Prior City Streets reconstruction projects designed by RMSPC for the City of Plattsburgh

Portions of or totality of:

Durkee Street  
South Platt Street  
South Catherine  
Wall Street  
Rugar Street  
Weed Street  
Mildred Boulevard  
Broad Street  
Holland Avenue  
Dorchester Drive  
Carlton Street  
Jay Street  
Sailly Avenue  
Kelvin Lane  
Maple Street  
Park Avenue  
Underwood Avenue  
Prospect Avenue  
McKinley Avenue  
East Gate  
Plant Street  
Drapper Avenue  
Healey Avenue  
Jerry Drive  
Veterans Lane  
Steltzer Avenue  
Sharron Avenue  
Protection Avenue

In addition, RMSPC has performed countless other surveys and engineering services for the City over the past 40 years.





January 7, 2019

Andrew Durrin  
Engineering Technician  
City of Plattsburgh Public Works  
215 Idaho Avenue  
Plattsburgh, NY 12903

RE: Ohio Avenue Water Line Replacement  
City Plattsburgh

Dear Mr. Durrin:

As requested, please find below a cost estimate for engineering services with respect to the above referenced project:

Engineering Services

Development of construction documents for the water line replacement along Ohio Avenue from the intersection of Nevada Oval to the north entrance to Lake Forest, approximately 1,000 linear feet.

Subject	Unit	Unit Price	Qty.	Extension
Development of schematic Design Drawings	Lump Sum	2,100.00	1	2,100.00
Design of utility upgrades to existing water system	Lump Sum	2,050.00	1	2,050.00
Preparation of Final Construction Documents for bid	Lump Sum	3,790.00	1	3,790.00
Administrative Assistance during construction	Hours (PE)	125.00	40	5,000.00
Not to Exceed Total Price:				\$ 12,940.00

Above cost includes all necessary labor, equipment, and expenses to perform the required tasks as outlined in your scope of services. Survey estimate based on prevailing wage rates. Price based on all survey work provided by others. City to provide standard front end specifications and standard construction details in electronic format.

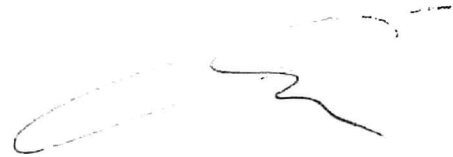
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Aaron J. Ovios, P.E.