

08/06/2019 14:16  
1427lbee

CITY OF PLATTSBURGH  
COMPLAINTS/VIOLATIONS REPORT

P | 1  
plcvlrpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/31/19 TO 08/06/19



COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
Building Code Violation	2
GARBAGE	1
GRASS	1
HEDGE LAW VIOLATION	3
PROPERTY MAINTENANCE	1
DEPARTMENT TOTALS	8
REPORT TOTALS	8

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

08/06/2019 14:16  
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CITY OF PLATTSBURGH  
COMPLAINTS/VIOLATIONS REPORT

P 2  
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DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/31/19 TO 08/06/19

REFERENCE LOCATION

AREA SOURCE

RESPONSIBLE PARTY SEVERITY

CREATED COMPLETED

COMPLAINT/VIOLATION

COMMENT

1754 105 BEEKMAN ST

PHONE CALL 0  
AREA JAMES VANARMAN

COMPLY BY COMPLETED

07/31/2019

VIOLATION Building Code Violation  
POSSIBLE PEOPLE LIVING IN CAMPER IN DRIVEWAY. POSSIBLE BUSINESS BEING RUN OUT OF RESIDENTIAL HOME.

6 DAYS OPEN

STEPS INITIAL INSPECT  
NOTICE FOLLOW UP  
ORDER REMEDY  
APPEARANCE TICKET

ACTION TYPE INSPECTION  
NOTICE INSPECTION  
NOTICE

STATUS NEW  
NEW  
NEW  
NEW

NOTICE SCHEDULED STARTED COMPLETED  
08/02/19

FEE AMOUNT .00  
.00

INSPECTION COMPLAINT  
COMPLAINANT NICK WALKER  
NICK WALKER

REQUESTED 08/02/19  
SCHEDULED 08/02/19

RESULTS FEE AMOUNT .00  
.00

COMPLAINT/VIOLATION TOTALS

.00

1757 118 SAILLY AVE

92 COURT HOLDING LLC  
0

08/06/2019

VIOLATION PROPERTY MAINTENANCE  
MOTOR IN CRAWLSPACE RUNNING ALL NIGHT LONG.

SEVERITY 0  
SHAKES/VIBRATES ALL LOWER LEVEL APARTMENTS UNITS WHEN RUNNING.

COMPLY BY COMPLETED

STEPS INITIAL INSPECT  
NOTICE FOLLOW UP  
ORDER REMEDY  
APPEARANCE TICKET

ACTION TYPE INSPECTION  
NOTICE INSPECTION  
NOTICE

STATUS NEW  
NEW  
NEW  
NEW

NOTICE SCHEDULED STARTED COMPLETED  
08/08/19

FEE AMOUNT .00  
.00

INSPECTION COMPLAINT  
COMPLAINANT NICK WALKER  
NICK WALKER

REQUESTED 08/08/19  
SCHEDULED 08/08/19

RESULTS FEE AMOUNT .00  
.00

COMPLAINT/VIOLATION TOTALS

.00

1755 18 CLINTON ST

LJUBOMIR TOT  
0

08/01/2019

VIOLATION GARBAGE  
OWNER OF 18 CLINTON ST COMPLAINS OF OTHER PEOPLE DUMPING TRASH/JUNK/GARBAGE ON HER PROPERTY. SHE HAS LOCKED GARBAGE CONTAINER FOR HER TRASH.

SEVERITY 0  
OTHER PEOPLE DUMPING TRASH/JUNK/GARBAGE ON HER PROPERTY. SHE HAS LOCKED GARBAGE CONTAINER

COMPLY BY COMPLETED

STEPS INITIAL INSPECT  
NOTICE REINSPECT  
ORDER PICK UP

ACTION TYPE INSPECTION  
NOTICE INSPECTION  
OTHER

STATUS NEW  
NEW  
NEW  
NEW

NOTICE SCHEDULED STARTED COMPLETED  
08/02/19

FEE AMOUNT .00  
.00

COMPLAINT/VIOLATION TOTALS

.00



08/06/2019 14:16  
14271bee

CITY OF PLATTSBURGH  
COMPLAINTS/VIOLATIONS REPORT

REPORTING PERIOD: 07/31/19 TO 08/06/19



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picv1rpt

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

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT  
COMPLAINT JIM WELCH 08/02/19 08/02/19 .00  
COMPLAINT JIM WELCH .00  
COMPLAINT/VIOLATION TOTALS .00

1756 193 MARGARET ST THOMAS R KELSH  
PHONE CALL 0 COMPLY BY COMPLETED 08/05/2019

VIOLATION SEVERITY  
Building Code Violation 0  
City Police Dept. put in a complaint that there are not any smoke detectors at 193 Margaret Apt. 4  
1 DAYS OPEN

STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED  
INITIAL INSPECT NEW NOTICE 08/07/19  
NOTICE NEW  
FOLLOW UP NEW INSPECTION  
ORDER REMEDY NEW LETTER  
APPEARANCE TICKET OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT  
COMPLAINT NICK WALKER 08/07/19 08/07/19 .00  
COMPLAINT NICK WALKER .00  
COMPLAINT/VIOLATION TOTALS .00

1752 5460 PERU ST PAUL M LAMORA  
PHONE CALL 0 COMPLY BY COMPLETED 07/31/2019

VIOLATION SEVERITY AREA COMPLY BY COMPLETED  
HEDGE LAW VIOLATION 0  
SHRUBS/HEDGES AT CORNER OF HAMILTON/PERU STREET STILL HAVE NOT BEEN ADDRESSED. CAUSING PROBLEMS WITH VISIBILITY FOR CARS/PED  
ESTRIANS. 6 DAYS OPEN  
COMPLAINT/VIOLATION TOTALS .00

1758 69 MILLER ST APZAL RANA  
PHONE CALL 0 COMPLY BY COMPLETED 08/06/2019

VIOLATION SEVERITY AREA  
GRASS 0  
Grass not being mowed.

STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED  
INITIAL INSPECT NEW INSPECTION 08/08/19  
NOTICE NEW  
FOLLOW UP NEW INSPECTION  
ORDER REMEDY NEW LETTER  
APPEARANCE TICKET OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT  
COMPLAINT NICK WALKER 08/08/19 08/08/19 .00  
COMPLAINT NICK WALKER .00  
COMPLAINT/VIOLATION TOTALS .00

08/06/2019 14:16 CITY OF PLATTSBURGH  
 14271bee COMPLAINTS/VIOLATIONS REPORT

P 4  
 picvi rpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 07/31/19 TO 08/06/19

REFERENCE CASE	LOCATION	COMMENT	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	CREATED COMPLETED
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COMPLAINT/VIOLATION TOTALS .00

1753	72 BRINKERHOFF ST			CALCOM PROPERTIES LLC 0	07/31/2019
	VIOLATION	SEVERITY	AREA	COMPLY BY COMPLETED	
	HEDGE LAW VIOLATION	0			6 DAYS OPEN
	COMPLAINT THAT WEEDS/VINES ARE STILL BLOCKING SIDEWALK AT CORNER OF NORTH CATHERINE AND BRINKERHOFF STREET (72 BRINKERHOFF STREET (PROPERTY))				PR
COMPLAINT/VIOLATION TOTALS .00					

1759	92 COURT ST			BLUEFIN PROPERTIES INC PHONE CALL 0	08/06/2019
	VIOLATION	SEVERITY	AREA	COMPLY BY COMPLETED	
	HEDGE LAW VIOLATION	0			
	Hedge is less than 7' in height.				
COMPLAINT/VIOLATION TOTALS .00					

DEPARTMENT TOTALS  
 COMPLAINT/VIOLATION ACTIVITY 07/31/19-08/06/19: 8 COMPLAINTS/VIOLATIONS 0 COMPLETED .00

REPORT TOTALS  
 COMPLAINT/VIOLATION ACTIVITY 07/31/19-08/06/19: 8 COMPLAINTS/VIOLATIONS 0 COMPLETED .00

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





# 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:** August 6, 2019

**RE:** Fire and Ambulance Responses

For this week's period: Tuesday, July 30, 2019 to Monday, August 5, 2019  
our Department has responded to the following:

**Fire Calls**

**12**

- 2 EMS assist initiated patient care prior to transport ambulance
- 4 alarm activation with investigation of cause
- 2 building fires
- 1 person in distress water rescue
- 1 MVA with patient care and hazardous mitigation
- 1 cooking fire
- 1 defective elevator with no occupant

**Ambulance Calls**                      **59**

**Mutual Aid by CVPH**                      **8**



ARREST RECORDS FOUND MATCHING CRITERIA

Arrest No.	Date	Location of Arrest	Defendant
AR-00362-19	07/29/2019	DURAND ST, PLATTSBURGH, NEW YORK 12901	JOSEPH J FULLER DOB: 04/30/1989
	Offenses:	PL 140.15 01 - CRIMINAL TRESPASS 2ND	
		PL 145.05 02 - CRIM MISCHIEF 3:PROPERTY> \$250	
AR-00363-19	07/29/2019	BRIDGE ST, PLATTSBURGH, NEW YORK 12901	ERNEST J ELLIOTT DOB: 06/02/1963
	Offenses:	CO 120-3 B - POSSESSION OF OPEN CONTAINER	
AR-00365-19	07/31/2019	BROAD ST, PLATTSBURGH, NEW YORK 12901	Adam D Westover DOB: 01/12/1993
	Offenses:	VTL 1192 04 - OPER MV IMPAIRED BY DRUGS 1ST	
AR-00364-19	07/31/2019	MILLER ST, PLATTSBURGH, NEW YORK 12901	MARK L CHARTER DOB: 05/24/1970
	Offenses:	PL 155.25 - PETIT LARCENY	
AR-00366-19	08/02/2019	43 MCGAULLEY AVE, PLATTSBURGH, NEW YORK 12901	ALEXANDER S WOOD DOB: 05/01/1997
	Offenses:	PL 140.10 0F - CRIM TRESPASS 3RD:PUB HOUS VIO	
AR-00367-19	08/02/2019	43 MCGAULLEY AVE, PLATTSBURGH, NEW YORK 12901	NICHOLAS A OBERT DOB: 08/19/1992
	Offenses:	PL 140.10 0F - CRIM TRESPASS 3RD:PUB HOUS VIO	

Total Records Matching Criteria: 6

**BLOTTER ACTIVITY REPORT**

By Time of Day

FOR DATE RANGE OF 07/28/2019 00:00 TO 08/04/2019 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	0	0	0	0	0	1	0	0	0	1	1	0	3
ABC VIOLATIONS	0	2	0	0	0	0	0	0	0	0	0	0	1	3
ABSCONDED	0	0	0	1	0	0	0	0	0	0	0	0	0	1
ADMINISTRATIVE	0	1	0	0	0	0	0	0	0	0	0	0	0	1
AIDED MEDICAL	0	0	4	0	0	0	0	1	2	0	2	0	1	10
ALARM	0	0	0	2	0	1	0	0	0	2	1	0	0	6
ANIMAL DOMESTIC	0	1	0	0	0	0	0	0	1	0	0	1	1	4
ANIMAL WILD	0	3	0	0	0	0	0	0	0	0	0	0	0	3
ASSAULT	0	0	1	0	0	0	0	0	0	0	0	0	0	1
BAD CHECK	0	0	0	0	0	0	0	1	1	0	0	0	0	2
BEAT MONITORING	0	2	1	0	0	0	0	0	0	0	0	0	0	3
BURGLARY	0	0	1	0	0	0	0	0	0	1	1	1	3	7
CITY CODE VIOLATION	0	0	0	0	0	0	0	0	0	0	0	1	0	1
CRIMINAL MISCHIEF	0	0	0	0	1	1	0	0	1	1	0	0	0	4
DISORDERLY PERSONS	0	1	1	0	0	2	1	0	0	0	0	1	5	11
DOMESTIC	0	1	2	0	0	0	0	1	1	1	1	0	2	9
DOOR UNLOCKING	0	0	0	0	0	0	0	0	0	3	1	1	1	6
DRUG INVESTIGATION	0	0	1	0	0	0	0	0	0	1	2	0	1	5
EMOTIONALLY DISTURB PERSN	0	0	1	0	0	0	0	0	1	2	0	0	1	5
FINGERPRINTING	0	0	0	0	0	0	0	1	0	0	0	0	0	1
FIRE	0	0	0	0	0	0	0	0	0	1	0	0	0	1
FOOT PATROL	0	4	3	1	0	0	1	0	0	1	0	2	2	14
HARASSMENT	0	1	0	0	0	0	2	0	3	2	1	1	1	11
INSECURE PROPERTV	0	0	3	0	0	0	0	0	0	0	0	0	0	3
JUVENILE	0	0	0	0	0	1	0	1	0	0	0	1	0	3
LARCENY	0	1	1	1	0	3	2	0	1	3	5	2	0	19
LOST AND FOUND	0	0	1	0	0	0	0	0	0	2	1	0	0	4
M/V ACCIDENT	0	0	0	0	0	1	2	3	2	1	2	0	0	11

M/V OFFENSE	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	1	0	1	4
MEDIATION-NO OFFENSE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	1	2
MISC CALLS	0	3	2	0	0	0	0	0	0	0	2	2	3	3	1	1	0	1	6	3	0	3	25
MISC OFFENSES	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	1	0	0	0	0	2	
NARCO INTEL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	
NEIGHBOR CRISIS	0	0	0	0	0	0	0	0	0	0	1	1	1	1	0	0	0	0	0	0	0	3	
NOISE VIOLATION	0	0	1	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	1	0	2	6	
OUTSIDE AGENCY ASSIST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	2	
PARKING VIOLATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
PAROLE NOTIFICATION	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	
PRISONER TRANSPORT	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	
PROPERTY RETRIEVAL	0	0	0	0	0	0	0	0	0	0	0	0	2	1	1	1	1	1	0	0	0	5	
REPOSESSION	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
SERVICES	0	1	0	2	4	13	16	2	1	0	2	1	0	1	0	1	1	0	1	0	0	41	
SEX CRIMES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	
SEX OFFENDR REGISTRATION	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	1	
SICK LEAVE	0	0	0	2	0	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	4	
SUSPICIOUS ACTIVITY RPT	0	0	2	1	1	0	0	1	1	0	1	0	1	1	0	1	1	1	1	0	3	10	
TRAFFIC STOP	0	8	4	2	0	3	0	1	1	0	1	1	1	0	1	0	1	17	18	1	18	55	
TRESPASSING	0	2	0	0	0	0	1	3	0	0	3	0	0	0	0	0	1	1	1	1	1	8	
WARRANT	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	
WELFARE CHECK	0	0	1	0	0	4	3	3	5	4	3	5	0	4	5	0	5	2	5	2	2	27	
Totals:	0	33	31	12	6	32	33	22	28	28	30	48	53	356									



CITY OF PLATTSBURGH, NEW YORK  
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: July19

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	\$265.17		\$265.17
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	\$315.00		\$315.00
State Neuter/Spay Surcharge				\$50.00	\$50.00
Extract of Records	12-1255	CLERKF			\$0.00
Game of Chance Lic. (City)	25-2541	GAMCHN			\$0.00
Game of Chance Lic. (State)	1-0632	G 0632			\$0.00
Gas Permits	15-1540	FIRFEE	\$135.00		\$135.00
Going Out of Business Lic	25-2509				\$0.00
Hauler's License	25-2505	REFLIC			\$0.00
Housing Code	21-2110	ZONE			\$0.00
Impound Fees	15-1550	PUBPND	\$0.00		\$0.00
Interest Temp	1124-2401	INTERE	\$2.18		\$2.18
Jeweler's Licenses	25-2503	VNDLIC			\$0.00
Marriage Licenses	25-2545	MARRIA	\$630.00	\$810.00	\$1,440.00
Notary Fees	12-1255	CLERKF			\$0.00
Peddler/Vendor License	25-2503	VNDLIC	\$0.00		\$0.00
Returned Check Charges	12-1255	CLERKF			\$0.00
Sign Permits	25-2590	SIGNPM			\$0.00
Specifications	T-30	TP300	\$0.00	\$60.00	\$60.00
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	\$400.00		\$400.00
Taxi Vehicle Licenses	25-2504	TXIVEH	\$0.00		\$0.00
Tree/Stump Removal License	25-2508	TREREM	\$0.00		\$0.00
Vital Statistics	16-1603	VITSTA	\$6,252.00		\$6,252.00
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	\$0.00		\$0.00
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:

\$7,999.35    \$920.00

\$8,919.35

NYS Dept of Health

\$810.00 Check No 1529

NYS Dept of Ag & Mkts

\$50.00 Check No 1530

TOTAL PAID OTHERS:

\$860.00

ADJUSTMENT: NONE

Shortage/Overage

Chamberlain (Spec. Deposits)

\$60.00 Check No 1531

Chamberlain (New Revenue)

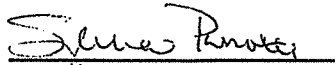
\$7,999.35 Check No 1532

Amount Due City Chamberlain:

\$8,059.35

Dated at Plattsburgh, New York

\$8,919.35




Sylvia Parrotte,  
City Clerk

2-Aug-19



**Richard A. Marks**  
City Chamberlain

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

DATE: August 1<sup>st</sup>, 2019  
MEMO TO: Mayor Read  
FROM: Richard Marks   
RE: Budget Adjustments – General, Water & Sewer Funds

It is being requested to adjust the 2019 General, Water & Sewer Fund budgets, as follows:

Increase: General Fund – PW Snow & Ice SC Materials/Supplies	15142000-4310	\$87,000.00
Increase: General Fund - Assigned Appropriated Fund Balance	1-0599	\$87,000.00

To adjust the budgeted amount for sand and salt costs to include additional purchases during the second half of the 2019 budget year for adding to the 2019 materials ending inventory.

Increase: Sewer Fund – General Fund Admin Transfers	59510000-9000	\$ 861.00
Increase: General Fund – Sewer Inter-fund Revenues	00001228-2817	\$ 861.00
Decrease: General Fund – Water Inter-fund Revenues	00001228-2816	\$19,646.00
Decrease: Water Fund – General Fund Admin Transfers	49510000-9000	\$19,646.00

To adjust the 2019 administrative cost transfers from the Water & Sewer Funds to the General Fund as inter-fund revenue cost recoveries based on the revised analysis of the 2018 General Fund actual costs.

Thank you for your attention to this request.

Cc: Jon Ruff  
Barbara Phillips  
Lynda Mulcahy

GF Transfer Justification.xls						
7/30/2019						
2018						
<u>Budget Area</u>	<u>Amount (with benefits)</u>	<u>Water % Distributed</u>	<u>Water \$ Distributed</u>	<u>Sewer % Distributed</u>	<u>Sewer \$ Distributed</u>	<u>Support Description</u>
Mayor	\$ 184,580	5%	\$9,229	5%	\$9,229	Oversight, management meetings, executive guidance and budgeting confirmed as the general support level by the Mayor.
Council	\$ 66,476	4%	\$2,659	5%	\$3,324	Oversight, budgeting, purchasing, capital confirmed as the general support level by the Mayor.
Finance/Data Processing	\$ 978,861	4.88%	\$47,801	6.41%	\$62,742	Direct charges of \$236,427 for 2018 customer service, billing and collection services - \$116,899 water and \$119,528 sewer. Additional direct charges for bill paying, payroll, HR, financing and budgeting/reporting are included as below.
Corp. Counsel	\$ 260,679	3%	\$7,820	3%	\$7,820	After review of 6 months of detailed hours billings, there was one reference to the Compost Plant for \$105.00 charged during 2008- very limited involvement in compliance, personnel, general legal consult for both funds but he is available for support.
Human Resources	\$ -	10%	\$0	7%	\$0	New director and department costs eliminated in 2017, while HR functions transferred to the Finance Office. Additional time requirements from Finance for water & sewer personnel.
City Clerk/Municipal Bldgs.	\$ 272,718	3.0%	\$8,182	3.0%	\$8,182	Bidding, general municipal assistance, administrative support confirmed as the general support level by the City Clerk.
Engineer	\$ -	42%	\$0	42%	\$0	Employee department costs eliminated in 2017, while engineering functions transferred to the other departments of DPW and CD. Additional time requirements from those for water & sewer personnel.
Building Inspector	\$ 453,359	15%	\$68,004	15%	\$68,004	Backflow prevention, service provision and sizing - need to be verified by Joe McMahon.
Police	\$ 7,175,061	0.31%	\$22,137	1.00%	\$71,731	Meade Dam patrol, Hammond Lane tanks and filtration plant patrol, WPCP building assessment for tax levy allocation. (see below)
Fire	\$ 6,048,592	0.48%	\$29,262	1%	\$72,301	Water hydrant flow testing, WPCP confined space review for rescue, WPCP hazmat material training, WPCP building assessment for tax levy allocation (see below)
Community Development	\$ 345,608	5%	\$17,280	5%	\$17,280	Engineering functions transferred from that closed department to DPW and CD for Infrastructure Division planning.
Recreation	\$ -	0%	\$0	0%	\$0	n/a
Library	\$ -	0%	\$0	0%	\$0	n/a
City Hall	\$ -	0%	\$0	0%	\$0	n/a
	<b>\$ 15,785,935</b>	<b>1.35%</b>	<b>\$212,374</b>	<b>2.03%</b>	<b>\$320,613</b>	<b>General Fund Transfer Totals</b>
<b>Finance Details</b>						

Bill Paying/Cash Accounting Support	Water and sewer actuals versus total City = \$3,359,579 and \$5,346,596, of \$55,818,890	\$3,359,579 water / \$55,818,890 total = .0602 x \$93,162.19	\$ 5,608.36	\$5,346,596 sewer / \$55,818,890 total = .09578 x \$93,162.19	\$ 8,923.07	A/P personnel cost - see columns to the right
Payroll	38 employees - 22 water & 16 sewer out of 230 ave. base	22 employees / 230 base = .095652 x \$80,552.81	\$ 7,705.04	16 employees / 230 base = .069565 x \$80,552.81	\$ 5,603.66	Payroll personnel cost - see columns to the right.
Workers' Compensation / Risk Management	38 employees - 22 water & 16 sewer out of 230 ave. base	22 employees / 230 base = .095652 x \$80,552.81	\$ 7,705.04	16 employees / 230 base = .069565 x \$80,552.81	\$ 5,603.66	Human Resources costs - see columns to the right.
Financing and Budgeting/Reporting	Water and sewer actuals versus total City = \$3,359,579 and \$5,346,596, of \$55,818,890	\$3,359,579 water / \$55,818,890 total = .0602 x \$222,444.97	\$ 13,391.19	\$5,346,596 sewer / \$55,818,890 total = .09578 x \$222,444.97	\$ 21,305.78	Financing and budgeting/reporting personnel costs - see columns to the right.
Capital Project Accounting	Water and sewer actuals versus total City = \$3,359,579 and \$5,346,596, of \$55,818,890	\$3,359,579 water / \$55,818,890 total = .0602 x \$222,444.97	\$ 13,391.19	\$5,346,596 sewer / \$55,818,890 total = .09578 x \$222,444.97	\$ 21,305.78	Capital project personnel costs - see columns to the right.
<b>Police Details</b>						
Meade Dam Patrol	4 patrols per week @ 30 minutes per = 104 hrs.	One or two people - say 1.5 per patrol = 156 total hrs. @ \$45.23	one patrol car @ \$75 per hour for 104 hours	Employee rate includes benefits	\$ 14,856.26	Items all verified with Lieutenant LaJoy of the PD.
Water Plant/Tank Patrol (Hammond Lane)	10 patrols per week @ 5 minutes per = 44 hrs.	Two people per patrol = 88 total hrs. @ \$45.23	one patrol car @ \$75 per hour for 44 hours	Employee rate includes benefits	\$ 7,280.46	

Tax Levy Analysis - WPCP building security	WPCP value assessed at \$29,583,800 as wholly exempt.	Total assessed value of \$1,453,102,261 in City including wholly exempt.	Total Police budget including benefits is \$7,175,061 out of \$23,166,689 (General Fund) or 30.97%	Tax rate per thousand for City total assessed value is \$11,376,542 / 1,453,102,261 X 1000 or \$7.829141	Value of Police protection as 30.97% of tax rate times value of WPCP assessed value of \$29,583,800 / 1000 X \$7.829141	\$71,731.40
<b>Fire Details</b>						
Hydrant testing	300 total hours @ \$64.21 total cost per hour	Includes 3 people	1 truck @ \$100 per hour for 100 hours	Employee rate includes benefits	\$ 29,262.26	Items all verified with Fire Chief Williams of the FD.
Confined Space Review	84 total hours - 4 shifts for 3 hours @ \$64.21	Includes 7 people per shift	2 trucks @ \$100 per hour for 12 hours	Employee rate includes benefits	\$ 6,593.43	
Hazmat Training	Assumed cost				\$ 2,500.00	
Tax Levy Analysis - WPCP building fire protection	WPCP value assessed at \$29,583,800 as wholly exempt.	Total assessed value of \$1,453,102,261 in City including wholly exempt.	Total Fire budget including benefits is \$6,048,592 out of \$22,166,689 (General Fund) or 27.29%.	Tax rate per thousand for City total assessed value is \$11,376,542 / 1,453,102,261 X 1000 or \$7.829141	Value of Police protection as 30.97% of tax rate times value of WPCP assessed value of \$29,583,800 / 1000 X \$7.829141	\$63,207.94
<b>Transfer Analysis:</b>						
2019 Level of Transfers		1	\$232,020		\$319,752	\$551,772
Support Calculation Above		2	212,374		320,613	532,987
Unsupported Amount		3	19,646		-861	18,785
Adjustment from 2019 to supported for 2020		4	19,646		(861)	18,785
2020 Level of Transfer (#1 minus #4)		5	\$212,374		\$320,613	\$532,987



# Plattsburgh, New York

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Plattsburgh, NY 12901  
Phone: 518-536-7519

Jonathan P. Ruff, P.E.  
Environmental Manager

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August 6, 2019

To: Mayor Read and Members of the Common Council

Fr: Jonathan Ruff

Re: Lyon Mountain Wastewater Treatment Plant  
Town of Dannemora

The Lyon Mountain wastewater treatment plant is in need of certified operator services and has asked if the City can assist. It is expected that the City will only supply an operator for three days per week but the scheduling is expected to be somewhat flexible.

Benefits to the City of such an arrangement include:

- Further developing our technical staff by providing them with more varied work experience and responsibility. This will help with training and succession planning.
- Generating revenue to offset budget expenses.
- Protecting regional water quality.
- Further establishing the City as a North Country leader in protecting the environment.

The general scope of services will be:

Check Over System Daily
Complete and Submit Monthly DMR Report to DEC
Collect Samples
Fill tanks
Adjust rates
Advise of any maintenance needed.

Our operators bill at about \$38.50 per hour including benefits so the charges would be about:

<u>Hrs/day</u>	<u>Days/wk</u>	<u>Wk/yr</u>	<u>Hr/yr</u>	<u>\$/hr</u>	<u>\$/yr</u>
3	3	52	468	38.5	18,018
		<u>R/T</u>	<u>\$/mile</u>	<u>\$/day</u>	<u>\$/yr</u>
	Mileage:	56	0.58	32.48	5,066.88
				Total:	23,084.88

Dean is developing a formal contract agreement for the arrangement; therefore,

**It is respectfully requested that the Common Council authorize entering into a “Wastewater Treatment Plant Operating Agreement” per the scope and reimbursement described in this memo subject to the final contract approval of the Mayor and City Attorney.**

Please contact me if you have any questions.

ec: Dean Schneller  
Richard Marks