

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

April 4, 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 March 28, 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 3, 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 March 19 – April 1, 2019
- Report from the City Clerk's Office of all monies received during the month of March 2019 in the total amount of \$9,786.86
- Minutes from the Public Safety Committee held on March 28, 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 5, 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:

A. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign an amendment to the professional services agreement between the City of Plattsburgh and KAS, Inc. to include preparation of a bid specification and associated services for the selection of a qualified contractor for asbestos abatement and demolition of the Glens Falls National

Bank building and associated structures for a cost not to exceed \$3,355.00 Payment shall be made from the Parking 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 that the Mayor is authorized to sign a Memorandum of Understanding with Meadowbrook Health Care (MHC) that would permit MHC the temporary use and occupancy of the Crete Center in the event of an emergency during which MHC could not shelter their residents on site.

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 Beekmantown Middle School 7th grade students to hold a 5k and 1 mile Fun Run/Walk on May 18, 2019 at 8am on US Oval to benefit the North Country Honor Flight. Request to close inside lane only of US Oval, Insurance certificate is required.

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. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign a consulting contract with the Finch Network for Grant Services involving Consolidated Funding Applications (CFAs) in an amount not to exceed \$15,000 to be expensed out of the Community Development Office budget.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

E. RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign a letter of intent with Sheep Dog Response, a National Self Defense organization, to hold a series of “Sheepdog Response courses October 16, 17, 19 and 20, 2019 at the Recreation Center. Sheep Dog Response will pay \$495 to use the facility and Insurance proof is required.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

F. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to establish a 2019 Equipment Purchase capital project, H5110.66, in the amount of \$205,000 for purchase of a loader and a plow truck for DPW.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

G. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to establish a 2019 Street Resurfacing capital project, H5110.67, in the amount of \$1,015,000 for improving various streets with the City of Plattsburgh

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

H. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H8320.68, 2010 Mead Dam Design and Bidding Work, by increasing the cost by \$250,000 to a new total of \$950,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

I. RESOLVED: In accordance with the request therefore the Common Council approves the City of Plattsburgh and the Community Earth Day Planning Group to hold an Earth Day event at the Farmers Market Building on Saturday, April 27, 2019 from 10:00am to 12:00pm. Educational and Informational tables will be set up, Earth walk on sidewalks to the Samuel de Champlain monument, and cleanup of area near river.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

J. THE GOVERNANCE, STRATEGY & CITY OPERATIONS COMMITTEE SELECTS 11 MEMBERS (LISTED BELOW) TO SERVE A 3 MONTH TERM ON THE LIVABLE COMMUNITY ADVISORY COMMITTEE TO BEGIN ON APRIL 5, 2019 AND EXPIRING JULY 5, 2019:

- | | |
|----------------------|---|
| Jeff Moore | Councilor Ward 6 Representative from the Council |
| Peter Ensel | Councilor Ward 4, Representative from the Council |
| Patrick Rascoe | SUNY Police Chief, Representative for the College |
| George Wurster | Ward 2 |
| Art de Grandpré | Ward 6 |
| Joan Janson | Ward 3 |
| Michael Stetz | Student |
| Frances Wright | Ward 6 |
| Jane Desotelle | Ward 5 |
| Sarah Belser-Ehrlich | Ward 4 |

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

K. WHEREAS, the City of Plattsburgh has three different programs that offer low interest loans from the City’s loan funds to best serve our low and moderate income residents and maintain the character of our downtown; and

WHEREAS, the Housing Development Revolving Loan Program/Fund (HRLF) offers rehabilitation of existing owner-occupied homes in the City of Plattsburgh through available New York State housing assistance grant programs and the housing revolving loan program; and

WHEREAS, the Economic Development Revolving Loan Program/Fund (EDRLF) is dedicated to creating new employment opportunities for low or moderate-income residents of the City by assisting new and expanding businesses; and

WHEREAS, the goals of the City’s Façade Loan Program are:

1. To provide a positive visual impact on and to enliven the downtown district.
2. To preserve and enhance the historic fabric and architectural character of the historic buildings and the district.
3. To enhance the commercial viability of the downtown through the restoration of, or where appropriate, provision of new viable storefronts having good visibility and access, quality signage, and good lighting.
4. To provide needed repairs and maintenance to restore the buildings to good condition thus aiding in their preservation and improving their durability for the near future.
5. To provide contemporary design interventions, where appropriate, which have a positive visual impact and signal forward progress for the downtown; and

WHEREAS, each of these programs has an application review process prescribed by guidelines approved by the Common Council; and

WHEREAS, the Lake City Local Development Corporation—which previously made loan recommendations—has disbanded and is unable to provide loan recommendations; and

WHEREAS, it is in the best interests of the City for the review process for all three programs to be standardized and for all loan applications to be processed as expeditiously as prudence permits; and

WHEREAS, the primary responsibility of a Loan Review Committee would be to review loan requests under the three programs listed above and to make formal recommendations to the City’s Common Council pursuant to their established guidelines, as amended.

NOW THEREFORE IT IS HEREBY RESOLVED, that the City of Plattsburgh establishes a three-member Loan Review Committee consisting of one staff member from the City’s Community Development Office appointed by the Director of Community Development, one staff member from the

City's Finance Department appointed by the Chamberlain, and one member from the banking industry appointed by the Mayor. The members of the Loan Review Committee shall serve for two (2) year renewable terms; and it is further

RESOLVED, that the Loan Review Committee shall familiarize themselves with the loan review guidelines as established by the Common Council and then meet periodically to review submitted loan applications and make formal recommendations to the Common Council to approve, approve with modifications or conditions, or deny the loan request; and it is further

RESOLVED, that the establishment and authority of the Loan Review Committee shall supersede and replace any prior loan review committee established by the Common Council and shall be reflected in any future revisions to the program guidelines for the HRLF, the EDRLF, and the Façade Loan Program, all of which shall be subject to approval by the Common Council; and it is further

RESOLVED, that since there are no members of a public body and due to the confidential nature of the material to be reviewed, the meetings and deliberations of the Loan Review Committee shall not be subject to the open meeting statute; and it is further

RESOLVED, that the Common Council retains the authority to make all final decisions on loan applications.

By Councilor _____; Seconded by Councilor _____

Discussion:

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

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

L. INTRODUCE LOCAL LAW P-4 OF 2019: A local law to provide for the codification of the local laws, ordinances and certain resolutions of the City of Plattsburgh into a Municipal Code to be designated the "Code of the City of Plattsburgh."

By _____

Public Hearing Date set by Mayor: _____

8. TRAVEL REQUEST: None

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: _____