

**THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
CITY OPERATIONS COMMITTEE**

MARCH 8, 2021

Chairperson: Councilor Patrick McFarlin

**Members: Councilor Canales, Councilor Gibbs, Mayor Rosenquest
MINUTES**

5:00 P.M.

Present: Chairperson Councilor Patrick McFarlin, Councilor Jaime Canales, Councilor Elizabeth Gibbs,
Mayor Christopher Rosenquest

Absent: None

1. **Approval of minutes of the February 8, 2021 City Operations Committee**
By Councilor Gibbs; Seconded by Councilor Canales
(All voted in the affirmative)

At 5:42 pm Motion to enter Executive Session to discuss a matter that would imperil public safety if it was discussed publicly and invited third party vendor consultant to participate.

By Councilor Gibbs; Seconded by Councilor Canales
(All voted in the affirmative)

At 6:01 pm Motion to return from Executive Session. No action taken.

By Councilor Gibbs; Seconded by Councilor Canales
(All voted in the affirmative)

2. **IT/Mayor**
 - 2.1. **Discussion:** Managed Print Service RFP
 - 2.2. **Discussion:** Managed IT Contract update
 - 2.3. **Discussion:** Data RFP
 - 2.4. **Discussion:** Voice service RFP
3. **City Clerk**
 - 3.1. **Discussion:** City Clerk collection reports (page 1-2)
 - 3.2. **Discussion:** new Local Law Mobile food vendor licensing program

Proposed Local Law Mobile Food Vendor licensing program to be introduced at the Regular Meeting of the Common Council on March 18, 2021 and Public Hearing will be set at that meeting.

By Councilor Canales; Seconded by Councilor Gibbs
(All voted in the affirmative)

4. **Recreation/Tourism**
 - 4.1. **Draft resolution:** "Authorizing the Mayor to sign East Coast Watercross agreement."(page 3-6)
 - 4.2. **Discussion:** Venue/rental fee structure

4.3. **Discussion:** Benjamin Pomerance request to use Harborside stage

5. **Finance**

5.1. **Draft Resolution:** “Authorizing the Mayor or his designee to sign a Dependent Eligibility Verification agreement.” (page 7-13)

5.2. **Draft Resolution:** “Authorizing the Mayor to sign an addendum for grandfathered groups without preventative in BlueShield of Northeastern New York”

6. **New Business: None**

7. **Public Comment: None**

8. **Adjournment**

Motion to Adjourn by Councilor Canales; Seconded by Councilor McFarlin
(All voted in the affirmative)

MEETING ADJOURNED: 6:29 pm

CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: Feb. 2021

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	\$0.00		\$0.00
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	\$310.00		\$310.00
State Neuter/Spay Surcharge				\$52.00	\$52.00
Extract of Records	12-1255	CLERKF	\$0.00		\$0.00
Game of Chance Lic. (City)	25-2541	GAMCHN	\$0.00		\$0.00
Game of Chance Lic. (State)	1-0632	G 0632	\$0.00		\$0.00
Gas Permits	15-1540	FIRFEE	\$130.00		\$130.00
Going Out of Business Lic	25-2509				\$0.00
Hauler's License	25-2505	REFLIC	\$2,090.00		\$2,090.00
Housing Code	21-2110	ZONE			\$0.00
Impound Fees	15-1550	PUBPND	\$50.00		\$50.00
Interest Temp	1124-2401	INTERE	\$0.00		\$0.00
Jeweler's Licenses	25-2503	VNDLIC			\$0.00
Marriage Licenses	25-2545	MARRIA	\$157.50	\$202.50	\$360.00
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		\$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	\$150.00		\$150.00
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	\$5,068.00		\$5,068.00
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 \$0.00

Print & Copy

1-1410000-4431 \$1.00 \$1.00

DISBURSEMENTS:

\$7,956.50 \$254.50 \$8,211.00

NYS Dept of Health

\$202.50 Check No 1589

NYS Dept of Ag & Mkts

\$52.00 Check No 1590

TOTAL PAID OTHERS:

\$254.50

ADJUSTMENT: NONE

Shortage/Overage

Chamberlain (Spec. Deposits)

\$0.00 Check No

Chamberlain (New Revenue)

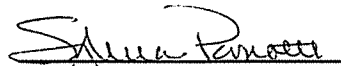
\$7,956.50 Check No 1591

Amount Due City Chamberlain:

\$7,956.50

Dated at Plattsburgh, New York

\$8,211.00


Sylvia Parrotte,
City Clerk

1-Mar-21

RESOLUTION 4.1 – 03/08/21

DRAFT RESOLUTION: Authorizing the Mayor to sign East Coast Watercross agreement.”(page 3-6)

RESOLVED: In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign an agreement with East Coast Watercross LLC and Adirondack Coast Visitors Bureau to hold an event July 31-1, 2021. Adirondack Coast Visitors Bureau will reimburse the City Fire Department for the overtime cost of approximately \$1800 for Ambulance and EMT staff.

Approved by the **CITY OPERATIONS COMMITTEE** at its meeting on **MARCH 8, 2021**

Motion by Councilor Canales; Seconded by Councilor McFarlin

Discussion: None

Roll Call: All voted in the affirmative

Absent: None

Motion carried

DISCUSSION ITEM 4.2 – 03/08/21

DISCUSSION: Venue/rental fee structure

On November 26, 2019, the following rate structure was adopted:

PROPOSED CRETE CENTER TURF FIELD RATES

ITEM	CURRENT RATE	PROPOSED RATE
FULL FIELD SOCCER COMPETITIVE TEAM REGISTRATION (SEASON)	\$675	\$975
FULL FIELD SOCCER RECREATIONAL TEAM REGISTRATION (SEASON)	\$625	\$875
HALF FIELD SOCCER TEAM REGISTRATION (SEASON)	\$475	\$700
ADULT FOOTBALL TEAM REGISTRATION (SEASON)	\$450	\$700
HALF FIELD RENTAL PER HOUR	\$35	\$65
FULL FIELD RENTAL PER HOUR	\$70	\$100
CITY INDIVIDUAL REGISTRATION (SEASON)	\$45	\$75
NON-CITY INDIVIDUAL REGISTRATION (SEASON)	\$50	\$90

PROPOSED CRETE CENTER EVENT RATES

ITEM	CURRENT RATE	PROPOSED RATE
EVENT DAY(S) RATE	\$1,500 PER DAY	\$1,500 PER DAY
NON-EVENT DAY(S) CITY LABOR RATE FOR SETUP / TAKEDOWN	\$70 PER PERSON PER HOUR	\$100 PER PERSON PER HOUR
EVENT FLOOR – PUT DOWN CHARGE	\$875 CHARGE	\$1,000 CHARGE
EVENT FLOOR – TAKEUP CHARGE	\$875 CHARGE	\$1,000 CHARGE
USE OF EVENT FLOOR – SURCHARGE RATE	\$250 PER ACTUAL EVENT DAY	\$500 PER ACTUAL EVENT DAY
CITY STAGE USE	\$10 PER SECTION	\$10 PER SECTION
CITY TABLES USE	\$2 PER TABLE	\$2 PER TABLE
CITY CHAIRS USE	\$0.50 PER CHAIR	\$0.50 PER CHAIR
ELECTRIC/WATER	NO CHARGE	NO CHARGE
MISCELLANEOUS EXPENSES	FEES AT DISCRETION OF CD DIRECTOR	SAME

RESOLUTION 5.1 – 03/08/21

DRAFT RESOLUTION: AUTHORIZE THE MAYOR TO ENTER INTO SERVICE AGREEMENT FOR DEPENDENT ELIGIBILITY VERIFICATION SERVICES (PAGE 7-13)

WHEREAS, The City (the Plan Sponsor) maintains a group health program (the Plan); and

WHEREAS, The Plan Sponsor has established specific eligibility criteria for participation in the Plan; and

WHEREAS, The Plan Sponsor wishes to engage Part D Advisors (PDA) in verifying dependents and the associated eligibility criteria of the Plan; and

WHEREAS, The Plan Sponsor (or its designee(s) other than PDA) shall serve as the administrator, fiduciary and primary decision maker for the Plan, with all of the rights and responsibilities for administering the Plan, and PDA shall have no such authority or responsibility except as may be specifically provided herein.

NOW THEREFORE, in consideration of the request therefore, the Mayor or his designee is authorized to sign a Service Agreement for Dependent Eligibility Verification with PDA to allow PDA to conduct a Dependent Eligibility Verification on behalf of the Plan Sponsor as per the contractual conditions specified in the agreement, which is to be made part of the minutes for this meeting.

Contractor:	Part D Advisors
Service:	Health Plan Dependent Verification
Rate:	N/A
Mileage:	N/A
Contract Amount:	\$10,000 (or \$12.71 per dependent, whichever number is greater)
City Cost:	\$10,000 (or \$12.71 per dependent, whichever number is greater)
Period:	18 months from time of agreement
New/Renewal:	NEW
Previous Year's Cost:	N/A
Previous Year's City Cost:	N/A

Approved by the **CITY OPERATIONS COMMITTEE** at its meeting on **MARCH 8, 2021**

Motion by Councilor Canales; Seconded by Councilor Gibbs

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 5.2 – 03/08/21

DRAFT RESOLUTION: AUTHORIZING THE MAYOR TO SIGN AN ADDENDUM FOR GRANDFATHERED GROUPS WITHOUT PREVENTATIVE IN BLUESHIELD OF NORTHEASTERN NEW YORK

WHEREAS, the inforce traditional health plan has “grandfathered” status which excludes preventive care type services from being covered; and

WHEREAS, the COVID vaccine is ultimately billed under a preventive care type visit; and

WHEREAS, if authorized by the City, the traditional plan can cover the COVID vaccine; and

WHEREAS, the federal government pays for the COVID vaccine at 100% and the plan only pays for the administration which typically runs from \$20 to \$44 per vaccine administered.

NOW THEREFORE, in consideration of the request, the Mayor is authorized to sign an Addendum For COVID-19 Vaccinations For Grandfathered Groups Without Preventative with BlueShield of Northeastern New York, a copy of which is made a part of the minutes of this meeting.

Approved by the **CITY OPERATIONS** at its meeting **on MARCH 8, 2021**

Motion by Councilor Canales; Seconded by Councilor Gibbs

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried