

**7.82 Approving Building and Zoning Department Permit Fee Schedule Revision and Update**

**WHEREAS**, The City of Plattsburgh Building Inspector's office mission is to provide the best service for the citizens of the City of Plattsburgh ensuring property, residences and buildings are maintained safe and within New York State code; and

**WHEREAS**, The standard fee schedule for permits has not been increased for a number of years; and

**WHEREAS**, The proposed new fee schedule would reflect the departmental operational needs and allow the Building Inspector’s Office to operate in a more budget responsible manner.

**NOW, THEREFORE, BE IT RESOLVED, The Common Council Authorizes the Mayor of Plattsburgh to execute the following change to the building permit fee schedule:**

**BUILDING INSPECTOR FEE SCHEDULE**

**RESIDENTIAL FEES**

PROJECT TYPE	PROPOSED FEE	CURRENT FEE	FEE AMOUNT CHANGE
<b>RENOVATIONS &amp; STRUCTURAL ALTERATIONS</b>			
\$0-\$2000 estimated cost of project	\$35.00	\$25.00	\$10.00
Each additional \$1000 or any part thereof	\$6.00	\$5.00	\$1.00
<b>ACCESSORY STRUCTURE</b>			
Above Ground Pool	\$50.00	\$50.00	\$0.00
In-Ground Pool	\$100.00	\$50.00	\$50.00
Shed/Garage under 100 sq ft	\$25.00	\$25.00	\$0.00
Shed/garage over 100 sq ft (each 100 sq ft over 100 sq ft)	\$8.00	\$4.00	\$4.00
Fences	\$25.00	\$20.00	\$5.00
<b>PAVING</b>	\$25.00	\$25.00	\$0.00
<b>PLUMBING &amp; ELECTRICAL</b>	\$50.00	\$25.00	\$25.00
<b>DEMOLITION</b>			
Accessory Structure	\$25.00	\$25.00	\$0.00
Principal Structure	\$50.00	\$50.00	\$0.00
<b>NEW CONSTRUCTION - INCLUDING ATTACHED GARAGES AND PORCHES (PER SQ FT)</b>	\$0.18	\$0.16	\$0.02
<b>MULTI RESIDENTIAL FEES</b>			

RENOVATIONS & STRUCTURAL ALTERATIONS			
\$0-\$1000 estimated cost of project	\$50.00	\$50.00	\$0.00
Each additional \$1000 or any part thereof	\$10.00	\$7.00	\$3.00
ACCESSORY STRUCTURE			
Above Ground Pool	\$50.00	\$50.00	\$0.00
In-Ground Pool	\$100.00	\$50.00	\$50.00
Shed/Garage under 100 sq ft	\$50.00	\$25.00	\$25.00
Shed/garage over 100 sq ft (each 100 sq ft over 100 sq ft)	\$8.00	\$4.00	\$3.00
Fences	\$50.00	\$25.00	\$25.00
PAVING	\$50.00	\$25.00	\$25.00
PLUMBING & ELECTRICAL	\$50.00	\$25.00	\$25.00
1rst \$1000	\$50.00	\$25.00	\$25.00
Each additional \$1000 or any part thereof	\$5.00	\$4.00	\$1.00
DEMOLITION			
Accessory Structure	\$50.00	\$25.00	\$25.00
Principal Structure	\$100.00	\$50.00	\$50.00
NEW CONSTRUCTION - INCLUDING ATTACHED GARAGES AND PORCHES (PER SQ FT)	\$0.20	\$0.18	\$0.02
ZONING APPLICATIONS			
Class A	\$150.00	\$150.00	\$0.00
Class B	\$150.00	\$150.00	\$0.00
SUP	\$150.00	\$150.00	\$0.00
Administrative Review	\$150.00	\$150.00	\$0.00

#### COMMERCIAL FEES

RENOVATIONS & STRUCTURAL ALTERATIONS			
\$0-\$1000 estimated cost of project	\$50.00	\$50.00	\$0.00
Each additional \$1000 or any part thereof	\$10.00	\$8.00	\$2.00
ACCESSORY STRUCTURE			
Pool	\$100.00	\$100.00	\$50.00
Shed/Garage under 100 sq ft	\$50.00	\$25.00	\$25.00
Shed/garage over 100 sq ft	\$100.00	\$50.00	\$50.00
Fences	\$50.00	\$25.00	\$25.00
PAVING	\$100.00	\$50.00	\$50.00
PLUMBING & ELECTRICAL	\$50.00	\$25.00	\$25.00
1rst \$1000	\$50.00	\$25.00	\$25.00
Each additional \$1000 or any part thereof	\$8.00	\$4.00	\$4.00
DEMOLITION			
Accessory Structure	\$75.00	\$25.00	\$50.00
Principal Structure	\$100.00	\$50.00	\$50.00
NEW CONSTRUCTION - EACH TENANT SPACE			

1rst 20,000 sqft/sqft	\$0.20	\$0.18	\$0.02
next 50,000 sqft/sqft	\$0.15	\$0.12	\$0.03
over 70,000 sqft/sqft	\$0.10	\$0.06	\$0.04
<b>ZONING APPLICATIONS</b>			
Class A	\$150.00	\$150.00	\$0.00
Class B	\$150.00	\$150.00	\$0.00
SUP	\$150.00	\$150.00	\$0.00
Administrative Review	\$150.00	\$150.00	\$0.00
<b>SIGNS</b>			
Residential	\$50.00	\$20.00	\$30.00
Commercial Wall	\$50.00	\$25.00	\$25.00
Commercial Free Standing	\$50.00	\$25.00	\$25.00
<b>MOBILE HOMES</b>			
Install	\$50.00	\$20.00	\$30.00
<b>AWNINGS</b>			
Residential	\$25.00	\$20.00	\$5.00
Commercial	\$50.00	\$25.00	\$25.00
<b>LETTERS OF COMPLIANCE</b>			
All	\$50.00	\$25.00	\$25.00
<b>SCHOOL INSPECTIONS</b>			
Buildings with Educational Purposes (per building)	\$150.00	\$150.00	\$0.00
Accessory school structures - Non habitable	\$50.00	\$50.00	\$0.00
Accessory school structures - Habitable	\$75.00	\$75.00	\$0.00

### **7.83 Approval of Plan Oversight Committee for Governor’s Executive Order 203**

Whereas pursuant to the Governor’s Executive Order 203, every municipality with a police force, including the City of Plattsburgh, must perform a comprehensive review of current police force deployments, strategies, policies, procedures, and practices, and develop a plan to improve such deployments, strategies, policies, procedures, and practices, for the purposes of addressing the particular needs of the communities served by such police agency and promote community engagement to foster trust, fairness, and legitimacy, and to address any racial bias and disproportionate policing of communities of color; and

Whereas, the plan was unanimously adopted and submitted to New York State Governor’s office on March 31, 2021; and

Whereas, in the Police Reform and Reinvention Collaborative plan, the Public Safety Review Panel recommended the continuation of a Public Safety Citizens’ Review Panel to continue to work with the City of Plattsburgh to assist with the development and implementation of the recommendations set forth by the panel; and

Whereas, this will be a working group of community advocates, consisting of five, self-selected members of the original Public Safety Citizens’ Review Panel, and the City of Plattsburgh will engage this group as needed during the implementation/execution of this plan and asking the group to provide regular progress reports; and

NOW THEREFORE, Be It Resolved that the Common Council, at the request of the Mayor, hereby establishes a Public Safety Plan oversight committee (“Panel”). The purpose of the Panel is to continue the plan set forth in Executive Order 203; and it is further

RESOLVED, that members of the Panel, per the nominations and selections below, will be approved by the Common Council. Each Panel member will be appointed for a one-year term, and will serve without compensation.

RESOLVED, that the following individuals will be appointed to the Panel:

Bonnie Black  
Wil Brewer  
Hilary Rogers  
Amanda Allen  
Jaime Douthat

RESOLVED, that the Panel shall vote to elect their Chair and Vice Chair and shall establish their agenda and schedule for meetings at their first meeting; and it is further

RESOLVED, that the Panel shall comply with the New York Open Meetings Law and the New York Freedom of Information Act.

**7.84 Approval of addition to Capital project H5110.79 “2021 Equipment Purchase” - a light duty truck for the Fire Department**

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

**WHEREAS**, the Infrastructure Division established a 2021 Equipment Purchase project for items included in the Public Service Equipment category of the Capital Expenditure Plan adopted January 7<sup>th</sup>, 2021, and

**WHEREAS**, the cost of the 2021 Equipment Purchase project has been estimated by the Infrastructure Division for the costs of the planned expenditures to purchase items included in the expenditure plan for 2021, and is being revised, as follows:

	<b>2021 Capital Cost</b>	<b>2021 Estimated Cost</b>	<b>2021 Revised Cost</b>	<b>2021 Revised Cost</b>
Heavy duty service truck	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Ground penetrating radar	22,000	22,000	22,000	22,000
Excavator forestry attachment	20,000	20,000	20,000	20,000
Light Duty Utility Truck – FD	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
Total	<u>\$ 147,000</u>	<u>\$ 147,000</u>	<u>\$ 147,000</u>	<u>\$ 197,000</u>

**Project Funding:**

Water Fund	\$ 41,667	\$ 41,667	\$ 49,000	\$ 49,000
Sewer Fund	41,667	41,667	49,000	49,000
General Fund	41,666	41,666	49,000	99,000
CHIPS	<u>22,000</u>	<u>22,000</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 147,000</u>	<u>\$ 147,000</u>	<u>\$ 147,000</u>	<u>\$ 197,000</u>

Now therefore,

**BE IT RESOLVED**, by the Common Council of the City of Plattsburgh, New York, this 6<sup>th</sup> day of May 2021, as follows:

- 1) That, the amount of One Hundred Ninety-seven Thousand and 00/100 (\$197,000.00) Dollars is hereby appropriated for the capital project **2021 Equipment Purchase (H5110.79)** for the revised cost of the equipment listed above and is hereby authorized to be expended for such purpose.
- 2) That, Forty-nine Thousand and 00/100 (\$49,000.00) Dollars of such appropriation be provided by the Water Fund.
- 3) That, Forty-nine Thousand and 00/100 (\$49,000.00) Dollars of such appropriation be provided by the Sewer Fund.
- 4) That, Ninety-nine Thousand and 00/100 (\$99,000.00) Dollars of such appropriation will be provided by the General Fund.
- 5) That, this resolution takes effect immediately.

**7.85 Authorizing revising Capital project H5110.77 – Street resurfacing**

**WHEREAS**, the Capital Expenditure Plan adopted January 7<sup>th</sup>, 2021, includes a Street Resurfacing & Improvements category, and

**WHEREAS**, the Infrastructure Division established a 2021 Street Resurfacing project for items included in the Street Resurfacing & Improvements category of the Capital Expenditure Plan adopted January 7<sup>th</sup>, 2021, and

**WHEREAS**, the cost of the 2021 Street Resurfacing project has been estimated by the Infrastructure Division for the costs to implement the planned improvements included in the street expenditure plan during 2021, and is being revised and further revised for 2021, as follows:

	<b>2021 Capital Plan</b>	<b>2021 Estimated Cost</b>	<b>2021 Revised Cost</b>	<b>2021 Revised Cost</b>
Beekman Street (design)	\$ 200,000	\$ 200,000	\$ 136,000	\$ 136,000
Maryland Road (design)	-	-	25,000	25,000
South Peru Street (design)	-	-	19,000	19,000
New York Road (design)	-	-	20,000	20,000
Palmer Street	52,000	52,000	52,000	52,000
White Street	25,000	25,000	25,000	25,000
George Street/Water Alley	36,000	36,000	36,000	36,000
Standish Street	44,000	44,000	44,000	44,000
Riley Avenue	55,000	55,000	55,000	55,000
Cogan Ave. – Cornelia-Park	-	-	-	1,517,950
Miscellaneous Paving	25,000	25,000	25,000	25,000
Misc. sidewalks & ADA improve.	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Total	<u>\$ 487,000</u>	<u>\$ 487,000</u>	<u>\$ 487,000</u>	<u>\$ 2,004,950</u>
Project Funding:				
General Fund	\$ 302,000	\$ 302,000	\$ 302,000	\$ 1,519,950
CHIPS – NYS Funding	<u>185,000</u>	<u>185,000</u>	<u>185,000</u>	<u>485,000</u>
Total	<u>\$ 487,000</u>	<u>\$ 487,000</u>	<u>\$ 487,000</u>	<u>\$ 2,004,950</u>

Now therefore,

**BE IT RESOLVED**, by the Common Council of the City of Plattsburgh, New York, this 6<sup>th</sup> day of May 2021, as follows:

- 1) That, the amount of Two Million Four Thousand Nine Hundred Fifty and 00/100 (\$2,004,950.00) Dollars is hereby appropriated for the capital project **2021 Street Resurfacing (H5110.77)** for the cost of the revised project items listed above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of one Million Five Hundred Nineteen Thousand Nine Hundred Fifty and 00/100 (\$1,519,950.00) Dollars of such appropriation be provided by an advance from the General Fund to be reimbursed by a BAN or serial bonds issued by the City of Plattsburgh as permanent funding for the project.
- 3) That, the amount of Four Hundred Eight-five Thousand and 00/100 (\$485,000.00) Dollars of such appropriation be provided by funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) sponsored by New York State.



**7.86 Authorizing Budget Adjustment for Temporary Office Staff**

WHEREAS, the 2021 General, Water and Sewer Fund budgets do not make sufficient appropriations for DPW temporary office staff expenses; and

WHEREAS, DPW has requested to provide for temporary office staff costs for approximately three months in 2021;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General, Water and Sewer Fund budgets, as follows:

Increase: Water Fund – Trans. & Dist. Contract Services	48340000-4430	\$ 6,000.00
Increase: Sewer Fund – Sanitary Sewer Contract Services	58120000-4430	\$ 6,000.00
Decrease: General Fund – Street Admin. Regular Payroll	15010000-1100	\$ 4,000.00
Decrease: Water Fund – Water Admin. Regular Payroll	48310000-1100	\$ 4,000.00
Decrease: Sewer Fund – Sewer Admin. Regular Payroll	58110000-1100	\$ 4,000.00

To provide for unbudgeted appropriations for temporary employee services in the Public Works office in the interim of hiring a permanent office clerical staff position. The budget adjustment reduces the General Fund budget for 2021 by \$4,000, and increases the Water and Sewer Fund budgets for appropriations by \$2,000 each in 2021.

**7.87 Authorizing Budget Adjustment to General Fund Municipal Buildings Capital outlay**

**WHEREAS**, the 2021 General Fund budget does not make appropriations for the repair of the City Hall Place information building to return it to service in 2021; and

**WHEREAS**, the City Chamberlain is requesting to appropriate for the unbudgeted costs in the Capital Outlay account in the Municipal Buildings department costs for the fiscal year 2021;

**NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:**

Increase: General Fund – Municipal Buildings	11620000-3000	\$15,000.00
Increase: General Fund – Appropriated Fund Balance	1-0599	\$15,000.00

To provide for an unbudgeted appropriation for repair of the City Hall Place information building through an increase to the Municipal Buildings budget of the General Fund. The adjustment increases the General Fund budget for appropriations in 2021 by \$15,000.

**7.88 Authorizing award of the construction phase of the Riley Avenue Extension Water Line Project.**

Resolution awarding the construction phase of the Riley Avenue Extension water line project to Steven E. Fuller Excavation, Inc. for a lump sum total of \$124,900.00.

**7.89 Authorizing Bond Issuance to pay for Infrastructure Improvements**

A RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,519,950 BONDS OF THE CITY OF PLATTSBURGH, CLINTON COUNTY, NEW YORK, TO PAY A PORTION OF THE COST OF THE RECONSTRUCTION AND RESURFACING OF STREETS, THROUGHOUT AND IN AND FOR SAID CITY. (PROJECT NO H5110.77)

**7.90 Authorizing Street closure –Brinkerhoff (Marion to Margaret)**

Request from Strand Center for the Arts to close Brinkerhoff Street (from Marion to Margaret Street) for a Mother's Day Market. The requested date is Saturday, May 8, 2021 from 9am to 2:30pm.

### **7.91 Authorizing Right of Entry property license agreement**

Request that the Mayor is authorized to sign a “Right of Entry Property License Agreement” with Lake Forest Senior Living Community Inc to enter the City of Plattsburgh property located on Ohio Avenue and Nevada Oval adjacent to the property owned by Lake Forest to perform Vegetation Maintenance Work. The intent is to create window views of the lake while avoiding clear cutting and also avoiding removing any trees which may cause erosion of the lake shore area, banks, or impact the structural integrity of the rail lines.

**7.92 Authorizing the Mayor to sign Fishing Tournament agreement**

**RESOLVED:** In accordance with the request therefore the Common Council approves that the Mayor is authorized to sign an agreement with Bass LLC and Adirondack Coast Visitors Bureau to host “2021 Bassmaster Elite Series” from July 8-11, 2021.

**7.93 Authorizing Agreement with Hydrosorce Associates**

**WHEREAS**, The City is in the process of developing a well field near Mead Dam; and

**WHEREAS**, Further development requires approval from regulatory agencies and assistance with drilling services; and

**BE IT RESOLVED**, The Common Council Authorizes the Mayor of Plattsburgh to execute all necessary documents for a contract amendment with HydroSource Associates:



**7.94 Authorizing Budget Adjustment – Water Fund Activated Carbon Purchase**

**WHEREAS**, the following resolution was adopted on May 6<sup>th</sup>, 2021; and

**WHEREAS**, the 2021 Water Fund budget has not made appropriations for the cost of the purchase of activated carbon; and

**WHEREAS**, the Common Council approved the purchase of the material for water processing at the April 15<sup>th</sup>, 2021 meeting;

**NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the Water Fund Budget, as follows:**

Increase: Water Fund – Appropriated Fund Balance	4-0599	\$ 78,960.00
Increase: Water Fund – Materials and Supplies	48330000-4330	\$ 78,960.00

To provide for an increase in total appropriations and appropriated fund balance for the Water Fund for the unbudgeted cost of purchasing activated carbon for the water purification processes. The budget adjustment increases the Water Fund budget for appropriations and appropriated fund balance in 2021 by \$78,960.00. The acquisition of the material was approved in resolution number 7.63 dated April 15<sup>th</sup>, 2021, by the Common Council.

## **7.95 Authorizing Memorandum of Understanding with Maui North**

**WHEREAS**, the City of Plattsburgh is undertaking a number of placemaking efforts downtown; and

**WHEREAS**, the Clinton County Health Department is offering a “Lighter, Quicker, Cheaper” grant opportunity to build upon community placemaking efforts; and

**WHEREAS**, the City has identified the need and desire to build upon placemaking efforts by installing artistic bike racks to highlight our region’s art scene and increase walkability within downtown and would like to partner with a long standing downtown outdoor recreation business to collaborate and apply for grant funds to install bike racks within the downtown footprint; and

**WHEREAS**, Maui North was awarded an \$8,000 grant from the CCHD to purchase custom bike racks within the downtown; and

**RESOLVED**, that the City of Plattsburgh enter into a Memorandum of Understanding with the Maui North to collaborate and provide recreational and cultural benefits to City residents along with multitudes of visitors; and further be it

## **7.96 Authorizing Northern Border Regional Commission Grant**

**WHEREAS**, the City of Plattsburgh is pursuing a grant opportunity to increase downtown walkability in support of complete streets; and

**WHEREAS**, the extension of the sidewalk on Cumberland Avenue towards North Margaret St. has been identified as an opportunity to complete pedestrian access along the Empire State Trail, thus supporting both complete streets initiatives and regional tourism; and

**WHEREAS**, the City is applying for grant funds from the Northern Border Regional Commission (NBRC) State Economic & Infrastructure Development Investment Program; and

**NOW, THEREFORE, BE IT RESOLVED**, the Common Council supports the NBRC grant application and authorizes the Mayor to sign and authorize all NBRC application materials and investment documents.

**7.97 Authorizing Budget Adjustment – General Fund Rec Complex (City Beach**

**Dog park) WHEREAS,** the following resolution was adopted on May 6<sup>th</sup>, 2021; and

**WHEREAS,** the 2021 Rec Complex Fund budget does not make appropriations for the expansion of the dog park at the City beach site; and

**WHEREAS,** the City Chamberlain is requesting to appropriate for the unbudgeted costs in the Rec Complex Fund budget for the fiscal year 2021;

**NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:**

Increase: General Fund – Transfer Rec Complex	19151000-9000	\$10,700.00
Decrease: General Fund – Appropriated Fund Balance	1-0599	\$10,700.00
Increase: Rec Complex Fund – Crete Capital Outlay	27220000-3000	\$ 10,700.00
Increase: Rec Complex Fund – Inter-fund Revenues General	00002228-2810	\$10,700.00

To provide for unbudgeted appropriations for the Rec Complex Fund in 2021 for expanding the dog park at the City Beach which will be partially funded by contributions made through the CCBR. The budget adjustment increases the General Fund Budget for 2021 by \$10,700.00 for transfers to the Rec Complex Fund and the Rec Complex Fund budget for estimated revenues and appropriations will both increase in 2021 by \$10,700.00.

**7.98 Approval of change orders 3, 4, 5 for Farmers Market Relocation project**

**NOW, THEREFORE, BE IT RESOLVED, the Common Council authorizes the Mayor of Plattsburgh to sign Change Orders #3, #4, and #5 to the Plattsburgh Farmers' and Crafters' Market relocation project construction contract with Murnane Building Contractors, Inc. in the total amount of \$7,872.99. Funding to be provided by the General Fund.**

**7.99 Authorizing Access Agreement with Landry Simulation for installation of Farmers Market signage**

**WHEREAS**, the Plattsburgh Farmers' and Crafters' Market (PFCM) will be operating from a new location on Green Street during their upcoming season; and

**WHEREAS**, effective wayfinding signage directing the PFCM's customers to the new location will be an important part of the PFCM's continued success; and

**WHEREAS**, Landry Simulation owns 83 Bridge Street which contains an ideal location facing Green Street for the installation of new wayfinding signage.

**NOW, THEREFORE, BE IT RESOLVED**, the Common Council authorizes the Mayor to sign an access agreement with Landry Simulation LLC in a form acceptable to Corporation Counsel to allow the City to install wayfinding signage for the PFCM.

**7.100 Authorizing Budget Adjustment – General Fund Rec Complex (Marina**

**WHEREAS**, the following resolution was adopted on May 6<sup>th</sup>, 2021; and

**WHEREAS**, the 2021 Rec Complex Fund budget does not make sufficient appropriations for the marina and P, C & L insurance coverage; and

**WHEREAS**, the City Chamberlain is requesting to appropriate for the under budgeted costs in the Rec Complex Fund budget for the fiscal year 2021;

**NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:**

Increase: General Fund – Transfer Rec Complex	19151000-9000	\$12,500.00
Decrease: General Fund – Appropriated Fund Balance	1-0599	\$12,500.00
Increase: Rec Complex Fund – Unallocated Insurance	21910000-4420	\$ 12,500.00
Increase: Rec Complex Fund – Inter-fund Revenues General	00002228-2810	\$12,500.00

This entry is to provide appropriations for the Rec Complex Fund for under budgeted insurance coverage for the marina, as a separate policy, and for sharing of the City’s annual P, C & L coverage. The budget adjustment increases the General Fund Budget for 2021 by \$12,500.00 for transfers to the Rec Complex Fund and the Rec Complex Fund budget for estimated revenues and appropriations will both increase in 2021 by \$12,500.00.

### **7.101 Authorizing MLD to Advertise for Bids**

**BE IT RESOLVED**, in accordance with the request therefore the MLD Board approves MLD to advertise for bids for PMLD Bid #2021-4-1 “NERC Testing of Electric Relays and Equipment at St. Lawrence 1 and 2 Substations”. Bid opening date is June 2, 2021 at 11 am in the Common Council Chambers.



**7.102 Authorizing MLD to Write-off Unpaid Final Bills as required by the New York Department of Public Service.**

**1. BE IT RESOLVED**, in accordance with the request therefore the MLD Board approves MLD to write-off unpaid final bills from January 2020 in the total amount of \$7,932.72. The percentage of write-offs for this period is .34%. The recovered amount for this period is \$ 871.87.

**2. BE IT RESOLVED**, in accordance with the request therefore the MLD Board approves MLD to write-off unpaid final bills from February 2020 in the total amount of \$4,194.77. The percentage of write-offs for this period is .18%. The recovered amount for this period is \$456.55.

**3. BE IT RESOLVED**, in accordance with the request therefore the MLD Board approves MLD to write-off unpaid final bills from March 2020 in the total amount of \$4,841.16. The percentage of write-offs for this period is .23%. The recovered amount for this period is \$293.62.

**4. BE IT RESOLVED**, in accordance with the request therefore the MLD Board approves MLD to write-off unpaid final bills from April 2020 in the total amount of \$5,995.86. The percentage of write-offs for this period is .34%. The recovered amount for this period is \$0.00.

### 7.103 Authorizing Travel Requests for MLD Personnel for the Year 2021

**BE IT RESOLVED**, in accordance with the request therefore the MLD Board approves the following MLD travel requests for 2021:

1. Line Helper Apprentices John Corrow and Kellen Clukey to attend the required 1st year of Lineman Training to be held in Fairport, NY at an estimated cost of \$1,590 for each of the following travel dates; May 10-14, 2021, September 6-10, 2021, and October 4-8, 2021.
2. Line Helper Apprentices Tony Bushey and Michael Rushford to attend the required 2nd year of Lineman Training to be held in Fairport, NY at an estimated cost of \$1,590 for each of the following travel dates; May 17-21, 2021, September 13-17, 2021, and October 11-15, 2021.
3. Finance Officer Kelly Clookey to attend the Accounting & Finance Workshop in East Syracuse, NY from November, 2021. Total \$490.
4. Bill Treacy to attend the following meetings:

Annual MEAU Meeting	Celoron, NY	August 31- September 3, 2021	
			total \$1000.00

Engineering Workshop	East Syracuse, NY	December, 2021	total \$ 490
Annual NYMPA Mtg.	East Syracuse, NY	May 25-26, 2021	total \$ 65
Semi-Annual NYMPA Mtg.	East Syracuse, NY	October, 2021	total \$ 320

The money is funded out of line item M7852100 4461 Employee Safety Training in the MLD Budget. This line item currently has a \$54,015.39 balance.