



Plattsburgh Police Department
45 PINE STREET
Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

January 11, 2019

Mayor Colin L. Read
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for December 2018.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "L. Ritter", written over a faint circular stamp.

Chief Levi J. Ritter
Plattsburgh Police Department

PARKING VIOLATIONS BUREAU

Monthly Report for December 2018

	<u>Dec 2018</u>	<u>Dec 2017</u>
TICKETS ISSUED:	11	45
TICKETS COLLECTED:	96	29
REVENUE FOR MONTH:	\$4,120.50	\$1,320.25

YEAR TO DATE TOTALS:

	<u>Dec 2018</u>	<u>Dec 2017</u>
TICKETS ISSUED:	720	648
TICKETS COLLECTED:	626	581
REVENUE:	\$23,755.50	\$20605.75
COMPARISON:	Parking tickets issued for Dec. 2018: DOWN 34 Parking tickets collected for Dec. 2018: UP 67 Revenue for Dec. 2018: UP \$2,800.25 Amount Dismissed: \$0.00	



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January 11, 2019

Mayor Colin L. Read
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval to sign the attached contract for Animal Control Services for 2019. The annual cost of \$25,000.00 for 2019 is at the same rate as 2018.

If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

A handwritten signature in black ink, appearing to read "L. Ritter", is written over the typed name.

Chief Levi Ritter
Plattsburgh Police Department

**CITY OF PLATTSBURGH
CONTRACT AGREEMENT
FOR NUISANCE ANIMAL CONTROL**

This Agreement made and entered into the ___ day of _____, 2019, by and between THE CITY OF PLATTSBURGH, New York, a municipal corporation with offices at City Hall, 41 City Hall Place, Plattsburgh, New York, hereinafter referred to as the "CITY" and James R. Burgess, an individual doing business as Nuisance Wildlife Control, at PO Box 426, Saranac Lake, New York 12983, hereinafter referred to as the "Contractor".

WITNESSETH, that the Contractor and the CITY for the considerations stated herein mutually agree as follows:

Article 1. STATEMENT OF WORK

The Contractor is JAMES R BURGESS. This contract may not be assigned to another person without the City's written consent.

The contractor shall furnish all transportation, services, equipment and supplies necessary to perform the work. The work is described in exhibit A.

The contractor shall also provide the following insurances, licenses and certifications.

1. General Liability Insurance with the CITY as Names Insured for no less than \$1 million Dollars.
2. Proof of Workers Compensation Insurance Coverage for all employees, (if any).
3. For all vehicles used in the performance of the work, proof of automobile liability insurance coverage with limits of not less that 500,000/1,000,000.
4. A valid Nuisance Wildlife Control Officer license issued by the NYDEC.

Article 2. THE CONTRACT PRICE

The CITY will pay the Contractor a lump sum price of Twenty Five Thousand Dollars (\$25,000.00) for the performance of the work during the year 2018. The contract price will be paid in monthly installments at the end of each month. Payment vouchers shall be submitted to the Police Department for approval and transmitted by the Police Department to the Chamberlain for payment.

Article 3. THE CONTRACT TERM

This contract shall commence on the ____ day of January 2019, and terminate on ____ day of January, 2020.

Article 4. STATUTORY COMPLIANCE

The Contractor shall comply with all applicable laws in the performance of the services, including the New York State Agriculture & Markets Law and City Code.

Article 5. TERMINATION

This contract may be terminated by either party on 30 days written notice to the other. If during the term of this contract, the Contractor fails to respond to three calls for service without just cause, the CITY may terminate the contract on 24 hours notice to the Contractor. The parties agree that if either of them has any concerns about the scope or manner of performing the services they will meet, discuss and attempt to resolve their concerns.

Article 6. JURISDICTION; WAIVER OF JURY TRIAL

Any action or legal proceeding arising out of this Agreement shall be heard in a court of competent jurisdiction in Clinton County, New York. Both parties waive the right to a trial by jury of any claim arising out of this contract.

Article 7. CONTRACTOR STATUS

The Contractor represents to the CITY that he is engaged in the business of animal control; that he has other clients for whom he provides such services; that he has and will supply all tools, equipment and supplies necessary to perform the work; that he is an independent contractor and the compensation paid to him will not be subject to tax or other withholding. The CITY acknowledges and agrees that the CITY will have no control or supervision over the means or methods the Contractor uses to perform the work except to insure that the Contractor is in compliance of the law.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hand and seals and have executed this Agreement the day and year first above written.

ATTEST:

JAMES R. BURGESS
(CONTRACTOR)

CITY OF PLATTSBURGH
(OWNER)

By: _____

By: _____

Title: _____

Title: _____

Street: _____

Street: _____

City: _____

City: _____

ATTACHMENT: EXHIBIT A; SCOPE OF SERVICES

EXHIBIT A; SCOPE OF SERVICES

The Contractor shall provide the following services to the City of Plattsburgh and perform such incidental tasks as are necessary to accomplish the work.

- 1) Assisting the City of Plattsburgh Police Department by conducting investigations related to dogs running at large, habitually barking, causing damage, chasing or harassing a person, biting or causing physical injury to a person, being unlicensed, or whose owner fails to remove feces;
- 2) Assisting the City of Plattsburgh Police Department by apprehending and transporting dogs to a designated shelter;
- 3) Assisting the City of Plattsburgh Police Department with investigations related to any complaint alleging a vicious or dangerous dog;
- 4) Investigating and responding to nuisance wildlife complaints concerning nuisance species listed by NYDEC, such as skunks, wood chucks and raccoons. Nuisance wildlife, when possible, shall be trapped with a "have a heart" trap and relocated, but all means of capture and disposal shall comply with DEC laws and regulations.
- 5) Humane euthanization of severely injured animals and disposal of their carcasses according to the New York State Health Department rules and guidelines.
- 6) The Contractor shall endeavor to respond to calls concerning sick or injured animals within 20 minutes.
- 7) Where a domesticated or wild animal does not appear to have sustained a life threatening injury, the Contractor shall: a) in the case of a domestic animal, contact the Police Department for authorization to obtain treatment at a veterinarian; b) in the case of a wild animal, transport the sick, injured or orphaned animal to a wild life rehabilitation center.
- 8) The Contractor shall not be responsible for paying the cost of animal shelter or veterinarian services; such costs to be invoiced and paid by the City of Plattsburgh.
- 9) The Contractor shall submit monthly reports in a form provided by the Police Department which will include information about complaints received, animals captured, euthanized, impounded, or transported for veterinary care.
- 10) Participation in court proceedings.



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

53 Green Street
Plattsburgh, NY 12901
Phone: 518-536-7519

ruffj@cityofplattsburgh-ny.gov

January 22, 2019

To: Mayor Read and Members of the Common Council

Fr: Jonathan Ruff

Re: WRRF Mitigation Project
Type II SEQR Determination

The work associated with the above project is considered a Type II Action under SEQR. With Type II Actions, normally all that is required is to document the determination in the project file and no formal resolution is necessary. However, Environmental Facilities Corporation (EFC) is used to receiving a SEQR resolution so they can check it off their list of requirements. EFC seems to be struggling to advance the financing process due to the lack of a resolution. The simplest way to resolve the issue is for the Council to formally declare the project a Type II SEQR Action by resolution and provide it to EFC. Therefore:

It is respectfully requested that the Common Council make a determination that the "WPCP Upgrades" CWSRF Project No. C5-5502-01-00 is a Type II Action under SEQR and no further action is required.

Attached are letters from Corporation Counsel and CDM Smith supporting this determination.

Please contact me if you have any questions.



11 British American Blvd, Suite 200
Latham, New York 12110
tel: 518 782-4500

May 23, 2017

Mr. Jonathan Ruff, P.E.
Environmental Manager
City Hall
41 City Hall Place
Plattsburgh, New York 12901

Subject: WPCP Upgrades – SEQR Review

Dear Mr. Ruff:

The upgrade project at the Water Pollution Control Plant (WPCP) including; primary clarifier, dewatering equipment, odor control system and aeration system upgrades; relocation of the septage receiving station; and WPCP façade enhancements was reviewed for compliance with the State Environmental Quality Review Act (SEQRA).

Based on section 617.5(c)(2) of SEQR "replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part;" is a Type II action. This applies to the primary clarifier, dewatering equipment and odor control system upgrades as well as the WPCP façade enhancements.

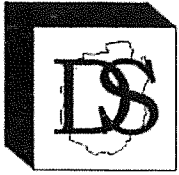
Based on section 617.5(c)(7) of SEQR "construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities;" is a Type II action. This applies to the anticipated footprint of the new septage receiving and aeration blower building.

Therefore, this project is a Type II action. The City should keep this letter in the project files to document that a review of SEQR requirements was performed and no further action is required. Please don't hesitate to contact me at (518) 782-4507 with any questions.

Sincerely,

Greg Bold, P.E., BCEE
Associate
CDM Smith





LAW OFFICES OF
DEAN C. SCHNELLER

121 Bridge Street | www.schnellerlaw.com
Plattsburgh, NY 12901 | Phone: (518) 647-8877
Fax: (518) 647-8316
Dean@schnellerlaw.com

Corporation Counsel City of Plattsburgh

July 20, 2017
VIA EMAIL AND REGULAR MAIL

New York State Environmental Facilities Corporation
625 Broadway, #7
Albany, NY 12207

SUBJECT: WATER POLLUTION CONTROL PLANT UPGRADES – SEQR Review

To Whom it May Concern:

Please be advised that I represent the City of Plattsburgh as their Corporation Counsel. Based on discussions with John Ruff, the Environmental Manager for the City of Plattsburgh, regarding the above referenced project, I would like to set forth the City's position regarding the necessary review under SEQRA. Specifically, based on the plain language of the SEQRA, we believe this Water Pollution Control Plant upgrades project is a Type II Action under SEQRA which does not require any further review.

As you are aware, Type II actions are those actions, or classes of actions which have been found categorically to not have significant adverse impacts on the environment, or actions that have been statutorily exempted from SEQR review. They do not require preparation of an EAF, a negative or positive declaration, or an EIS. The SEQRA regulations describe several types of Type II actions including: 617.5(c)(2) "replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part;" and 617.5(c)(7) "construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities." Based upon my discussions with Mr. Ruff, and my understanding of this project, the Water Pollution Control Plant upgrades fits squarely within the Type II actions as defined by 617.5(c)(2) and 617.5(c)(7). Accordingly, as this project is deemed a Type II action, no further review under SEQRA is required.

If you have any questions or concerns, please do not hesitate to contact my office.

Respectfully,

Dean C. Schneller

DCS/lw

Cc: Jon Ruff
City file



Building and Zoning Department
41 City Hall Place
Plattsburgh, NY 12901
Ph: 518-563-7707
Fax: 518-563-6426

January 22, 2018

Mayor Colin Read
And
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

**Ref: Northern Adirondack Code
Enforcement Officials Annual
Training**

Dear Mayor Read and Councilors:

Permission is hereby requested for Building Inspector Joseph McMahon, Housing inspector Kyle Burdo, and Municipal Code Inspector James Welch to attend the "24th Annual Northern Adirondack Continuing Education Conference Promoting The Code Officials Role as a "First Preventer." This conference will be held at the Crowne Plaza Resort, 101 Olympic Drive, Lake Placid, NY on March 3 – March 7, 2019 at a cost not to exceed \$ 915.00. This codes education conference provides mandatory training hours to retain Code Enforcement Certification.

Sufficient funds are available in the 2019 Building Inspector Training and Education Budget, 3620-000-4461

Sincerely,

Joseph McMahon
Building Inspector

/lb

CC: City Chamberlain



Plattsburgh Police Department
45 PINE STREET
Plattsburgh, New York

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518-566-9000 (FAX)

LEVI J. RITTER
Chief of Police

January 17, 2019

Mayor Colin L. Read
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval to send two Police Department employee's to Oriskany, NY for the "Homeland Security Initial Response to Active Shooters Training", which is being held January 28-29, 2019, with a travel day of January 27, 2019. The total cost should not exceed \$276.00, as the registration and the lodging will be paid for by the Department of Homeland Security, and will be expensed out of the Asset Forfeiture Fund. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

A handwritten signature in cursive script that reads "L Ritter". To the right of the signature is a circular stamp containing the initials "LJR".

Chief Levi Ritter
Plattsburgh Police Department