

STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, January 8, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE:	Jeffrey P. Horton, Chair Joseph Tobia	Frederick G. Potter, Vice Chair (Zoom) Scott J. Van Etten	Wendy Lozo
STAFF:	Jack K. Wheeler Brenda Scotchmer Shawn Sauro John McNelis Tammy Hurd-Harvey	Christopher Brewer Tim Marshall David Sutton Brooks Baker Craig Patrick	Jennifer Prossick Noel Terwilliger James Allard Brandon Rosettie
LEGISLATORS:	Kelly H. Fitzpatrick K. Michael Hanna Robert V. Nichols	James Kuhl Hilda T. Lando Nicholas D. Pelham	Carol A. Ferratella Shannon Logsdon
OTHERS:	Mary Perham		

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and noted that Chair Fitzpatrick had granted an extraordinary exemption for Mr. Potter to attend via Zoom, and he will be participating and voting with his video and audio on.

Mr. Horton asked Mrs. Lozo to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 4, 2023, MEETING MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Public Defender

1. **Year-End Budget Transfer** – Mr. Sauro requested authorization to transfer \$150,000 from Public Defender ILS Grants (Salaries), \$45,000 from Public Defender (Salaries), and \$40,000 from Public Defender (Investigative Expenses) and transferring the total of \$235,000 to Public Defender Hurrell-Harring (Salaries).

MOTION: AUTHORIZING THE PUBLIC DEFENDER TO TRANSFER \$150,000 FROM PUBLIC DEFENDER ILS GRANTS (SALARIES), \$45,000 FROM PUBLIC DEFENDER (SALARIES) AND \$40,000 FROM PUBLIC DEFENDER (INVESTIGATIVE EXPENSES) AND TRANSFERRING THE TOTAL OF \$235,000 TO PUBLIC DEFENDER HURRELL-HARRING (SALARIES) WITHIN THE 2023 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Sheriff

1. **Accept 2023 SCAAP (State Criminal Alien Assistance Program) Grant** – Sheriff Allard requested authorization to accept the 2023 SCAAP (State Criminal Alien Assistance Program) Grant in the amount of \$324,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE 2023 SCAAP (STATE CRIMINAL ALIEN ASSISTANCE PROGRAM) GRANT IN THE AMOUNT OF \$324.00 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **End of Year Deficit Budget Adjustment** – Sheriff Allard requested authorization to transfer \$150,000 from the Jail Salaries line item to the Jail Overtime line item. He noted at this time they are holding the budget transfer for Deputies until next month. Mr. Van Etten asked why can't this be done now? Mrs. Hurd-Harvey replied the system will not let us do it as we are still working with 2023 wages. We do not yet know what that amount will be, and we can wait until next month to do that.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$150,000 FROM THE JAIL SALARIES LINE ITEM TO THE JAIL OVERTIME LINE ITEM WITHIN THE 2023 BUDGET MADE BY MRS. LOZO. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Approve Sheriff's Reimbursement for Employee Appreciation Luncheon** – Sheriff Allard requested authorization to be reimbursed \$152.19 for food he purchased as part of the Sheriff's Office employee appreciation luncheon. Mr. Horton asked do you have a receipt for this? Sheriff Allard replied yes and that will be attached to what will be submitted to the auditor. Mr. Van Etten asked why does this come to committee? Mr. Wheeler explained if a meeting has more than 50 percent of participants that are County employees, then those requests come through committee. The purpose is to avoid the gifting of tax dollars.

MOTION: APPROVING THE SHERIFF'S REQUEST TO BE REIMBURSED \$152.19 FOR FOOD HE PURCHASED AS PART OF THE SHERIFF'S OFFICE EMPLOYEE RECOGNITION LUNCHEON MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **PrimeCare** – Sheriff Allard stated Major Sutton has put together a report on the services performed by PrimeCare. This was precipitated by an audit of PrimeCare conducted by Broome County. In our contract with them, they are paid the month before services are rendered. Major Sutton stated this report shows contracted hours versus actual hours worked from January 1, 2023, through November 30, 2023. The report compares six categories and in all but one category the hours worked were less than the contracted hours. The actual hours worked for LPN's was 496.25 more than what was contracted for. These numbers do not affect the care at the Jail, and this is something that we could easily decrease the number of contracted hours to accommodate for staffing issues. For the dental portion, PrimeCare contracts with Dentrust to provide dental services to inmates and they have had staffing issues. For the past three months they have not shown up and we have not paid any invoices for dental services when they did not provide this service.

Major Sutton stated there are some hours that we are short, however, with that being said, in our contract we have one County employed nurse, and any time that she is off, then we are charged by PrimeCare. The rate is \$50.00 per hour any time PrimeCare covers and they covered 360 hours. That equates to \$18,000 and they did not bill us for that. Additionally, PrimeCare has been at the forefront of the MAT (Medication Assisted Treatment) Program that they started for us. At one point in time, we did not have a certified menu for the inmates and PrimeCare stepped in and provided a dietician at no cost to the County. We are billed on the first day of the first month prior to services being rendered.

Sheriff Allard commented we have an excellent relationship with PrimeCare, and they have indicated that they are willing to sit down with us to review the contract. He requested that Mr. Brewer come out and meet with PrimeCare with us to make sure the County is made whole and to make sure that we have appropriate staffing levels going forward. Major Sutton stated with regard to services being rendered, there has not been a time that we have not had medical staff and they also do a lot above and beyond the scope of the contract. It would be beneficial to have Mr. Brewer meet with us.

Mr. Van Etten asked has any true up occurred after the end of the year where this process would automatically happen? Mr. Sutton replied I don't believe so. Mr. Van Etten asked is that what happened in Broome County;

they contracted for more hours than they were receiving, realized it and then conducted an audit? Major Sutton stated that is my understanding. Sheriff Allard stated in Broome County, all mental health services for the Jail are provided by PrimeCare and they have no County employed nurses.

C. Emergency Services/E-911

1. **Contract Renewals**

a. *Code Red* – Mr. Marshall requested authorization to renew the contract with Code Red for the emergency notification system. The annual rate is \$23,497.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CONTRACT WITH CODE RED FOR THE EMERGENCY NOTIFICATION SYSTEM AT AN ANNUAL RATE OF \$23,497 MADE BY MRS. LOZO. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

b. *Generator Maintenance* – Mr. Marshall stated the contract for generator maintenance has expired. He requested authorization to put out a Request for Proposals.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A REQUEST FOR PROPOSALS FOR GENERATOR MAINTENANCE MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

c. *Environmental Emergency Services, Inc.* – Mr. Marshall requested authorization to renew the contract with Environmental Emergency Services for the flood warning system. The annual cost is \$8,400.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CONTRACT WITH ENVIRONMENTAL EMERGENCY SERVICES FOR THE FLOOD WARNING SYSTEM FOR AN ANNUAL COST OF \$8,400 MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

d. *Empire Access* – Mr. Marshall requested authorization to renew the contract with Empire Access for the CR 7 tower site. The annual cost is \$2,400. This will be paid for using Homeland Security Grant funds.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CONTRACT WITH EMPIRE ACCES FOR THE CR 7 TOWER SITE FOR AN ANNUAL COST OF \$2,400 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Request for RFP for Regional Flood Exercise** – Mr. Marshall requested authorization to issue an RFP to conduct a regional flood exercise. He stated they have been working with the United Way on developing a regional recovery plan. Following the flooding from 2021 in Woodhull, the United Way had plans to work on recovery efforts to include not-for-profit agencies. This will be a three-county regional exercise with Steuben, Chemung and Schuyler. Each County will contribute to the cost. We did something similar many years ago. Mr. Marshall stated we will pay for this using State Homeland Security Grant funds.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A REQUEST FOR PROPOSALS FOR THE DEVELOPMENT OF A REGIONAL FLOOD EXERCISE MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **State VFIRE Capital Grant Application** – Mr. Marshall explained the State's 2023-2024 budget included \$25 million for volunteer fire departments to upgrade their facilities and equipment. There are two funding options; first, \$20 million will be available for construction, renovations and/or facility purchase

projects and second, \$5 million will be available for the purchase of equipment. This grant is available to volunteer fire departments as well as counties. Mr. Marshall stated we are looking at our options for this grant. Originally, we wanted to put these funds toward the burn building, but that project is already budgeted for. The grant specifies that the funds are not to be used for items that have already been budgeted for. He stated they are looking at an option of building a field operations building at the training center which would allow them to house vehicles under cover. That could also include a small classroom, which would give them a separate area to do instruction while doing live burns. In order for the county to submit an application for this grant, we would have to have 60 percent sign off from the volunteer departments in the County. In Steuben County, we would need 28 volunteer departments to sign off that they agree with the County making application for this purpose. Mr. Marshall requested authorization to submit an application for these grant funds.

With your approval, we will work with the County Manager's Office to develop a plan that works for the County, within budget. The allocations from this grant will not be more than \$1 million. He noted this is a non-matching grant. Ms. Fitzpatrick asked for an explanation of needing the volunteer fire departments to sign off on this. Mr. Marshall stated essentially the departments would be supporting the fact that the project we are proposing would be beneficial to the volunteer firefighters. He noted this grant is only open to volunteer fire departments; not paid departments.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO SUBMIT AN APPLICATION FOR VFIRE GRANT FUNDS MADE BY MR. POTTER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Pinnacle Command Channel Add On** – Mr. Marshall requested authorization to spend \$20,857.76 to add an additional channel for command simulcast. This is an extra channel that would be used during large-scale incidents. We will be using State Homeland Security Grant funds to pay for this.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO ADD AN ADDITIONAL CHANNEL FOR COMMAND SIMULCAST ONTO THE PINNACLE TOWER AT A COST OF \$20,857.76 MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Budget Adjustment** – Mr. Marshall requested authorization to close out the FY18 Statewide Interoperable Communications Grant. He requested authorization to transfer \$12,081.91 from the Tower Rental line and \$29,440 from the Consultants line and transfer a total of \$41,521.91 into the Major Equipment line within that grant to pay the remaining invoices.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO TRANSFER \$12,081.91 FROM THE TOWER RENTAL LINE AND \$29,440 FROM THE CONSULTANTS LINE WITHIN THE FY18 STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT AND TRANSFER A TOTAL OF \$41,521.91 INTO THE MAJOR EQUIPMENT LINE WITHIN SAID GRANT TO PAY REMAINING INVOICES TO CLOSE OUT THE GRANT MADE BY MRS. LOZO. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

6. **EMS Plan** – Mr. Nicholas asked for an update on the status of the plan. Mr. Marshall replied that Mr. Rosettie and Mr. Wheeler will be meeting with the ambulance corps on January 11th to review the plans. We are moving forward with everything that we have talked about. We anticipate the beginning of the second quarter for staff to begin providing ambulance services.

D. County Manager

1. **2024 Contracts**

a. *Finger Lakes SPCA, Inc.* – Mr. Wheeler requested authorization to renew the agreement with the Finger Lakes SPCA for the \$10,000 retainer agreement. Any funds from this agreement that are not spent are carried over into the following year.

MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE CONTRACT WITH FINGER LAKES SPCA, INC. FOR \$10,000 FOR ANIMAL CRUELTY PREVENTION MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

b. *Inter-Municipal Agreements with City of Hornell and City of Corning* – Mr. Wheeler requested authorization to renew the Inter-Municipal agreements with the City of Hornell and the City of Corning for CAP Transportation. Total reimbursement from the two cities equates to \$25,000.

MOTION: AUTHORIZING THE COUNTY MANAGER TO RENEW THE INTER-MUNICIPAL AGREEMENTS WITH THE CITY OF HORNELL AND THE CITY OF CORNING FOR CAP TRANSPORTATION MADE BY MR. TOBIA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Horton stated that he needs to leave for an appointment, and Mrs. Lozo will Chair the remainder of the meeting.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICER'S LAW, ARTICLE 7§ 105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0 (MR. HORTON ABSENT FOR VOTE)

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. TOBIA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Monday, February 5, 2024
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, January 29, 2024**

**STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE**

Special Meeting

Monday, January 22, 2024

9:40 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

PS&C

COMMITTEE: Frederick G. Potter, Vice Chair Wendy Lozo Joseph Tobia
Scott J. Van Etten

FINANCE

COMMITTEE: Scott J. Van Etten, Chair Robert V. Nichols William A. Thew

STAFF:

Jack K. Wheeler Christopher Brewer Jennifer Prossick
Brenda K. Scotchmer Tammy Hurd-Harvey

LEGISLATORS:

Kelly H. Fitzpatrick Carol A. Ferratella K. Michael Hanna
James Kuhl Hilda T. Lando Shannon Logsdon
Nicholas D. Pelham Brian C. Schu Paul E. Van Caesele

ABSENT:

Jeffrey P. Horton, Chair Gary D. Swackhamer, Vice Chair

Secretary's Note: Mr. Potter attended via Zoom under an extraordinary circumstance exemption.

I. CALL TO ORDER

Mr. Van Etten called the meeting to order at 9:40 a.m.

II. GENERAL BUSINESS

A. Sheriff's Office

1. **Authorization to Transfer \$96,000 from Major Equipment to Minor Equipment** – Mr.

Wheeler stated in the budget we had budgeted for the replacement of weapons, specifically Glockes, in the Sheriff's Office, under Major Equipment and the total requested was \$96,000. However, the per unit price is under the \$3,000 threshold for Minor Equipment. He requested authorization to transfer \$96,000 from the Sheriff's Office Major Equipment line to the Minor Equipment line for the purchase of weapons.

MOTION: AUTHORIZING THE TRANSFER OF \$96,000 FROM THE SHERIFF'S OFFICE MAJOR EQUIPMENT LINE TO THE MINOR EQUIPMENT LINE FOR THE PURCHASE OF WEAPONS MADE BY MR. NICHOLS. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 3-0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 3-0 FINANCE.

Respectfully Submitted by

Amanda L. Chapman, Deputy Clerk
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, February 5, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE:	Jeffrey P. Horton, Chair Scott J. Van Etten	Frederick G. Potter, Vice Chair	Wendy Lozo
STAFF:	Jack K. Wheeler Brenda Scotchmer Ken Forenz Tammy Hurd-Harvey Craig Patrick	Christopher Brewer Tim Marshall Lindsay Rice Cheryl Crocker Matthew Marmour	Jennifer Prossick Brandon Rosettie Nate Alderman Noel Terwilliger
LEGISLATORS:	Kelly H. Fitzpatrick K. Michael Hanna Robert V. Nichols	James Kuhl (Zoom) Hilda T. Lando (Zoom) Nicholas D. Pelham	Carol A. Ferratella Shannon Logsdon Gary D. Swackhamer
ABSENT:	Joe Tobia		
OTHERS:	Mary Perham Natalie Abruzzo		

Secretary's Note: Joe Tobia attended via Zoom, however, not under the extraordinary exception exemption.

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and asked Mr. Van Etten to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 8, 2024, AND JANUARY 22, 2024, MEETINGS MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Probation

1. **Accepting Pretrial Services Grant Award from NYS DCJS** – Mrs. Crocker requested authorization to accept a Pretrial Services Grant Award from the NYS DCJS in the amount of \$212,571.

MOTION: AUTHORIZING THE DIRECTOR OF THE PROBATION DEPARTMENT TO ACCEPT THE PRETRIAL SERVICES GRANT AWARD FROM NYS DCJS IN THE AMOUNT OF \$212,571 MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer** – Mrs. Crocker requested authorization to transfer \$11,000 from Salaries to Minor Equipment in the 2024 budget. Mr. Wheeler clarified that he missed this during the budget process. There is enough in Salaries to cover this.

MOTION: AUTHORIZING THE DIRECTOR OF THE PROBATION DEPARTMENT TO TRANSFER \$11,000 FROM SALARIES TO MINOR EQUIPMENT IN THE 2024 BUDGET MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Emergency Services/E-911

1. **Amend Emergency Communications Major Equipment List** – Mr. Marshall requested authorization to amend the 2024 Emergency Communications Major Equipment list to change a Suburban to a less expensive Tahoe.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO AMEND THE 2024 EMERGENCY COMMUNICATIONS MAJOR EQUIPMENT LIST TO CHANGE A SUBURBAN TO A TAHOE MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Award Medical Director RFP** – Mr. Marshall stated they received four responses. He recommended awarding to Dr. Dylan Kellogg in an amount not to exceed \$18,000 annually. Mr. Wheeler explained having a medical director is a requirement in order for us to implement our plan to obtain the CON for ambulance services.

MOTION: AWARDED THE RFP FOR MEDICAL DIRECTOR SERVICES TO DR. DYLAN KELLOGG IN AN AMOUNT NOT TO EXCEED \$18,000 ANNUALLY MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Authorization to Solicit Bids for EMS Charting and EMS Billing** – Mr. Marshall requested authorization to solicit bids for EMS Charting and EMS Billing. Once we begin providing ambulance services, we will need to have a charting and billing agency.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR EMS CHARTING AND EMS BILLING MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Contracts**

a. *STN* – Mr. Marshall requested authorization to contract with STN to connect fiber from the Quackenbush tower to the Catlin tower in Chemung County. The cost for this connect will be \$103,500 and this is grant funded.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO CONTRACT WITH STN TO CONNECT FIBER FROM THE QUACKENBUSH TOWER TO THE CATLIN TOWER IN CHEMUNG COUNTY FOR A COST OF \$103,500 MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

b. *Motorola Maintenance Contract* – Mr. Marshall requested authorization to enter into the annual maintenance contract with Motorola for \$134,323.03. This is grant funded.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO ENTER INTO AN ANNUAL MAINTENANCE CONTRACT WITH MOTOROLA FOR \$134,323.03 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

c. *Lourdes Hospital* – Mr. Marshall requested authorization to renew the contract with Lourdes Hospital for laboratory and diagnostic testing services relative to autopsies. He noted the rate has increased from \$400 per case to \$500 per case. Mr. Marshall clarified Twin Tiers Pathology performs the autopsies and this is the hospital fee for those services.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CONTRACT WITH LOURDES HOSPITAL FOR LABORATORY AND DIAGNOSTIC TESTING SERVICES RELATIVE TO AUTOPSIES AT A RATE OF \$500 PER CASE MADE BY MRS. LOZO. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

d. *Village of Cohocton* – Mr. Marshall requested authorization to renew the inter-municipal lease agreement with the Village of Cohocton for the use of their water tower property for our communications tower. This will be a five-year renewal with a total cost of \$3,196.55 for 2024. Mr. Marshall noted this cost equates to the amount of property taxes on the parcel. Mr. Potter commented other municipalities are exempt from property taxes; why isn't the Village of Cohocton? Ms. Prossick explained it is because the parcel is outside of the village limits.

MOTION: AUTHORIZING THE FIVE-YEAR RENEWAL OF THE INTER-MUNICIPAL LEASE AGREEMENT WITH THE VILLAGE OF COHOCTON FOR THE USE OF THEIR WATER TOWER PROPERTY FOR THE COUNTY'S COMMUNICATION TOWER FOR A TOTAL COST OF \$3,196.55 FOR 2024 MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

C. Personnel

1. **Emergency Services/E-911** – Mr. Alderman requested authorization to appoint the Deputy 911 Director above the mid-point of Management Grade H, Step 7 at \$74,792.

Mr. Potter asked will you need to backfill a vacant position? Mr. Marshall replied yes. Currently we have four dispatch vacancies. Under the new NYS Civil Service HELP Program, we qualify for our dispatcher positions to be non-testable which means we can hire and interview without requiring an exam. With the appointment of the Deputy 911 Director, we will need to backfill a Supervisor and dispatcher position. Mr. Alderman explained under the HELP Program, NYS Civil Service looked at some of the titles that have had difficulty in recruiting across the State. There will be a one to two year grace period without testing. They are hoping not having the testing requirement will provide more candidates.

MOTION: APPOINTING THE DEPUTY DIRECTOR OF 911 ABOVE THE MID-POINT OF MANAGEMENT GRADE H, STEP 7 AT \$74,792 MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Probation** – Mr. Alderman requested authorization to reclassify one Senior Account Clerk Typist position, CSEA Grade I to a Senior Typist, CSEA Grade F.

MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE SENIOR ACCOUNT CLERK TYPIST POSITION, CSEA GRADE I TO A SENIOR TYPIST, CSEA GRADE F IN THE PROBATION DEPARTMENT MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Law Department

1. **Assigned Counsel Contingent Fund Transfer** – Ms. Prossick stated they received their ILS reimbursement, however, they will be \$90,000 short for 2023. She requested authorization to transfer \$90,000 from the 2023 Contingent Fund to the 2023 Assigned Counsel Budget.

MOTION: AUTHORIZING A TRANSFER OF \$90,000 FROM THE 2023 CONTINGENT FUND TO THE 2023 ASSIGNED COUNSEL BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

E. County Manager

1. **Bonadio Audit – Vendor at Jail** – Mr. Wheeler requested authorization to amend the contract with Bonadio to include an audit of medical services billing at the Jail. He noted the cost will not exceed \$25,000.

Mr. Van Etten stated the contract the Sheriff has for medical services at the Jail seems backwards from all of the other contracts we have as the amount is based on anticipated services instead of actual services provided. Mr. Wheeler commented that is why the data from this is very important. It is tough to know the Jail population at any given time.

MOTION: AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BONADIO TO INCLUDE AN AUDIT FOR MEDICAL SERVICES BILLING AT THE JAIL, IN AN AMOUNT NOT TO EXCEED \$25,000 MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. OTHER BUSINESS

A. *EMS Update* – Mr. Van Etten asked for an update on EMS. Mr. Wheeler replied there is a lot happening behind the scenes. We had a great meeting with EMS providers. It was a very positive meeting and they were all very supportive. A lot of the agencies feel the County's plan of building this slowly is the right way to go. They agree that this plan will be a good start and will help to fill in any gaps. The hiring of the Medical Director was a key component that we were waiting on. Another critical component is the EMS Charting and EMS billing. We anticipate that the ALS fly car will be the first service that we will be able to add. That will likely happen in the beginning of the second quarter and then BLS will happen shortly thereafter. He noted Brandon Rosettie has been doing a lot of work behind the scenes.

Mr. Van Etten asked where will the ALS and BLS be based? Mr. Wheeler replied that is an open question. The gaps we are seeing are primarily in the south central and southwest portions of the County; which would be the Woodhull and Tuscarora area. We also see some gaps in the central Steuben area which includes the Prattsburgh, Urbana and Hammondsport area.

Mr. Van Etten asked what is the status of the CON? Mr. Wheeler replied our attorney is ready to file the CON. That is also a timing issue. We are making good progress and he stated he would like to give a lot of credit to Mr. Marshall, Mr. Forenz and Mr. Rosettie for all of their work.

Mr. Potter asked will we be rebranding existing ambulances? Mr. Wheeler replied yes and the feedback from the agencies was overwhelmingly positive. The issue we have is not equipment, it is staffing. Mr. Potter stated he would like to commend everyone who facilitated the EMS meeting; you did an excellent job and there was not any negative feedback.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by Amanda L. Chapman Deputy Clerk, Steuben County Legislature

****NEXT MEETING ****

Monday, March 4, 2024 9:00 a.m.

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON February 26, 2024**

STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, March 4, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE:	Jeffrey P. Horton, Chair Scott J. Van Etten	Frederick G. Potter, Vice Chair	Wendy Lozo
STAFF:	Jack K. Wheeler Brenda Scotchmer James Allard Nate Alderman	Christopher Brewer Ken Forenz John McNelis Brandon Rosettie	Jennifer Prossick Tim Marshall Jeff Robinson Tammy Hurd-Harvey
LEGISLATORS:	Kelly H. Fitzpatrick Gary D. Swackhamer	Carol A. Ferratella	Shannon Logsdon
	K. Michael Hanna (Zoom)	James Kuhl (Zoom)	Hilda T. Lando (Zoom)
ABSENT:	Joseph Tobia (Zoom)		
OTHERS:	Mary Perham		

Secretary's Note: Mr. Tobia attended via Zoom, however, not under the Extraordinary Circumstance exemption.

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and asked Mr. Potter to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 5, 2024, MEETING MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Emergency Services/E-911

1. **Generator Maintenance Update** – Mr. Forenz explained after the committee had authorized going to bid for generator maintenance services and reviewing the existing bid, they discovered the contract is renewable for another two years. He requested the committee rescind their previous authorization to go to bid. He also requested authorization to renew the existing contract with Emergency Power Systems for \$3,650 for one year.

MOTION: RESCINDING PREVIOUS AUTHORIZATION TO GO TO BID FOR GENERATOR MAINTENANCE SERVICES AND AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CURRENT CONTRACT WITH EMERGENCY POWER SYSTEMS FOR AN ANNUAL COST OF \$3,650 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Surplus the Old Command Bus** – Mr. Marshall requested authorization to send the old USV Command Bus to auction. Homeland Security requires us to take any funds from the auction of this vehicle and apply toward a like-piece of equipment. He noted he will take the proceeds from the auction and funds from the Equipment Maintenance/Repair budget for upgrades to the current command vehicle.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO DISPOSE OF THE OLD USV COMMAND BUS IN THE SURPLUS AUCTION AND DIRECTING THAT ANY PROCEEDS FROM THE SALE OF SAID VEHICLE BE USED TOWARD UPGRADING THE CURRENT COMMAND VEHICLE MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Resolution Required.

B. Sheriff's Office

1. **Magistrate's Association** – Mr. Horton stated that he would like to make everyone aware that at the February 15, 2024, meeting of the Magistrate's Association, they presented Captain Mills with an award for his service to the Magistrate's Association. They noted that Captain Mills has attended every meeting with the exception of one, where he called in from a training. They also presented Judge Watches and Justice Horton with awards for their service. Sheriff Allard stated Captain Mills does a phenomenal job.

2. **Deputy Commendation** – Sheriff Allard stated Deputy Jeff Robinson is new to the office. He presented him with commendation in recognition of his outstanding performance on January 25, 2024, where he assisted two individuals who had attempted suicide after taking fentanyl. Both individuals survived as a result of his swift and decisive actions. *Congratulations!*

3. **STOP DWI Agreements** – Sheriff Allard requested authorization to renew the STOP DWI agreements with police agencies.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE STOP DWI AGREEMENTS FOR 2024 WITH POLICE AGENCIES IN STEUBEN COUNTY MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Approval to Purchase Body Scanner** – Sheriff Allard requested authorization to purchase a full body scanner from Tek84 in the amount of \$142,000.

MOTION: AUTHORIZING THE SHERIFF TO PURCHASE A FULL BODY SCANNER FROM TEK84 IN THE AMOUNT OF \$142,000 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Transferring Funds from Jail Fencing Project to Jail Air Handling Project** – Sheriff Allard requested authorization to transfer \$12,688.26 from the Jail Fencing Capital Project to the Jail Air Handling Capital Project. He noted this transfer is necessary as the Jail Air Handling Project requires additional SQL licensing and server licensing.

MOTION: AUTHORIZING THE TRANSFER OF \$12,688.26 FROM THE JAIL FENCING CAPITAL PROJECT TO THE JAIL AIR HANDLING CAPITAL PROJECT FOR THE PURCHASING OF ADDITIONAL SQL LICENSING AND SERVER LICENSING MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

6. **Inmate Housing Agreements** – Sheriff Allard requested authorization to renew existing inmate housing agreements for one year under the same terms and conditions.

MOTION: AUTHORIZING THE SHERIFF TO RENEW EXISTING INMATE HOUSING AGREEMENTS FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. County Manager

1. **Request to Extend Contract with Hunt Engineers, Architects & Land Surveyors, Inc.** – Mr. Wheeler explained they have a contract with Hunt Engineers for the design of the water system replacement/upgrade at the Jail. Mr. Brewer stated the draft study is out and this is a 90-day extension through April 12, 2024. Mr. Wheeler stated we believe we may be able to do some of the work in-house.

MOTION: AUTHORIZING THE COUNTY MANAGER TO EXTEND THE CONTRACT WITH HUNT ENGINEERS, ARCHITECTS & LAND SURVEYORS, INC. FOR 90-DAYS, THROUGH APRIL 12, 2024 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Monday, April 1, 2024 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON March 25, 2024**

STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE

Monday, April 1, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

- COMMITTEE:** Jeffrey P. Horton, Chair Frederick G. Potter, Vice Chair Wendy Lozo
Scott J. Van Etten

- STAFF:** Jack K. Wheeler Christopher Brewer Jennifer Prossick
Brenda K. Scotchmer Brandon Rosettie Shawn Sauro
Noel Terwilliger James Allard John McNelis
Bill Caudill Tim Marshall Tammy Hurd-Harvey
Jennifer DeMonstoy Mitch Alger Craig Patrick
Brooks Baker Nate Alderman Rob Wolverton
Brian Harrison Ryan Andrews

- LEGISLATORS:** Kelly H. Fitzpatrick K. Michael Hanna James Kuhl (Zoom)
Hilda T. Lando (Zoom) Wendy Lozo Shannon Logsdon
Robert V. Nichols Gary D. Swackhamer

- ABSENT:** Joe Tobia (Zoom)

- OTHERS:** Christopher Hoyt, Youth in Government Intern
Brian O’Neal, WLEA
Mary Perham
Natalie Abruzzo

Secretary’s Note: Mr. Tobia attended via Zoom, however, not under the Extraordinary Circumstance exemption.

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and asked Mrs. Lozo to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 4, 2024, MEETING MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REQUESTS

A. Sheriff’s Office

Sheriff Allard asked everyone to keep Chemung County Investigator Mike Theetge in their prayers as he was critically injured in a hit and run incident in Big Flats.

1. **Commendation** – Sheriff Allard presented a commendation to Deputy Brian Harrison and Deputy Ryan Andrews for their quick actions in assisting with the tractor trailer accident that occurred on the I-390 overpass in the Town of Avoca on March 4th which resulted in the truck hanging off the overpass. He noted these deputies had not been specifically called out, but they responded as they were closest to the scene of the accident. *Congratulations!*

2. **Agreement with DCJS** – Sheriff Allard requested authorization to enter into an agreement with NYS DCJS to establish a fingerprint escrow account. With our Livescan equipment we have the ability to send

Sheriff's Office pre-employment fingerprint checks directly to DCJS for a cost of \$75.00 per set of prints. DCJS is requiring an escrow account to draw from for each submission, with the initial deposit to be \$2,812.50 which is based on the number of prints to be submitted on a monthly basis multiplied by the required fee.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A CONTRACT WITH NYS DCJS TO ESTABLISH A FINGERPRINT ESCROW ACCOUNT WITH AN INITIAL DEPOSIT OF \$2,812.50 MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

B. District Attorney's Office

1. **2023 Driver Diversion Update** – Mr. Terwilliger provided the committee with the 2023 Diversion Annual Report. In 2023 the Diversion Program collected \$631,895.24. Expenditures included \$175,362.30 disbursed to local municipalities, \$83,789.50 for contracted services, \$6,747.10 for expenses for National Active Shooter Training, and \$113.85 for maintaining office needs. That leaves a balance of \$365,882.49. During 2023, the Public Safety & Corrections Committee had discussed possible equipment needs for this year's expenditures. Those include a request from the Village of Bath for the purchase of cameras for the bus stop, and the purchase of active shooter kits. The NYSP have also requested the purchase of two ballistic shields as the State does not provide those. Additionally, the Corning City Police Department had requested assistance in purchasing a drone. Mr. Terwilliger stated the Drug Initiative could also use a mobile radio that would be shared between two covert surveillance vehicles. Mr. Terwilliger stated page three of the report breaks down the municipal disbursement by Legislative District. He noted District 7 received the highest allocation totaling \$43,671.15.

Mr. Van Etten asked are these official requests? Mr. Wheeler stated these requests were part of the discussion that the Public Safety & Corrections Committee had in December, prior to Mr. Malter leaving the Board. We had, at that time, talked about the possibility of amending the local law to increase the percent allocated to the municipalities. We also had a discussion regarding establishing a grant program and putting some guidelines around that and having a more formalized system in place for processing these requests, however, there are some complications with that. Mr. Van Etten stated he is in favor of using these funds for law enforcement related expenses. He also agrees that we should have a more formal process to do that.

Mr. Baker commented there is also an issue with Axon. A few years ago, Corning, Inc. had given us a grant for three years to purchase body cameras. For the District Attorney's Office, the company, Axon, had indicated access to their portal would always be free. Three years have gone by, and we are now locked in. Axon has decided access to the system is no longer free. We have until the end of March to enter into good faith negotiations or access to the portal will close. We did begin good faith negotiations and on Friday there was a meeting between New York's upstate District Attorneys and Axon and they agreed to engage in negotiations and included the Governor's Office. Axon's sales representative agreed that if we could get a group of 500 employees, then they would negotiate as a group. We all agreed to negotiate as a group and we will be going back to the NYS District Attorney's Association to encourage everyone to negotiate as a group, rather than individually. Mr. Baker stated at this time he does not know what the price point will be. There has been discussion regarding three different pricing proposals which range from \$500 per user plus a start-up fee, all the way up to \$1,100 per user. Based on those proposals, we would be looking at an annual cost of \$30,000 - \$60,000 for our office. The upside is that a higher-end program could save a lot of time as it would talk to our program better and be less labor intensive. He noted the Sheriff also uses the Axon body cameras. If Axon shuts the portal down, we will likely lose our old data and we would not be able to get body camera footage from anyone.

Mr. Van Etten asked is there a single fee for all employees? Mr. Baker replied you are already paying for the Sheriff. Corning Inc. covered the cost for the first three years. We knew that we were going to be paying for law enforcement use of the system. Axon wants us to have a commitment by the end of the year. They did say they would give us a free trial for six to eight weeks. Mr. Baker stated the Sheriff owns his camera footage data. We had originally thought about having our own server, but that is cost prohibitive and manpower intensive.

Mr. Horton asked what are you looking for from the committee? Mr. Baker stated I am just putting you on notice that this will be something we will need to act on. Mr. Van Etten commented this is a state approved contract and it is disappointing that they are strongarming the users. Mr. Baker stated it is very disappointing to us as well. We have contacted the Governor's Office, and they are upset about this as well. Axon has guaranteed they will not shut the portal down until at least September.

Secretary's Note: A copy of the 2023 Diversion Annual Report is on file with the official minutes in the Clerk of the Legislature's Office.

2. **Update on Staffing and Recruitment** – Mr. Baker stated we are short one-full time ADA, and we have another part-time ADA that is leaving the office today. We are having a difficult time recruiting; however, we do have a third-year law student that we did hire. He commented that he knows the County is doing a salary study now. Schuyler County is paying their Deputy \$20,000 more than my deputy is making, and they have another ADA that they are paying more than we are currently paying our deputies in the District Attorney's Office or the Public Defender's Office. Mr. Baker stated he has a Senior ADA who will be retiring in August. We have recruitment and retention money available, and we need to pay our attorneys more. Almost every District Attorney's Office in the State is actively recruiting.

Mr. Van Etten asked does the salary study include the attorneys? Mr. Wheeler replied yes, and the consultant has begun that work.

Mr. Baker stated with Discovery requirements our workload is dramatically more than it was previously. Regarding the number of attorneys on staff, we are comparable to Ontario County; they have 18 – 19 attorneys. Currently we have 14 attorneys, including me.

3. **Contract Services with Finger Lakes Paralegal Services** – Mr. Baker stated we had a contract with Finger Lakes Paralegal Services (Pam Aini) for training, but that contract has lapsed. Ms. Aini provides training across the State, and we had been sending staff to trainings, but after talking with Mr. Wheeler, he is requesting authorization to enter into a contract with Finger Lakes Paralegal Services.

Mr. Wheeler explained they discussed this with the Auditor and the dollar amount for sending staff to training was triggering the Purchasing requirement for quotes. The request is to authorize a contract with Finger Lakes Paralegal Services contingent upon approval of the Purchasing Director.

Mr. Van Etten asked what is the amount of the contract? Mr. Baker stated we can have her submit a proposal. She trains members of the District Attorney's Association across the State. Mr. Wheeler stated the maximum for quotes is \$10,000.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO ENTER INTO A CONTRACT WITH FINGER LAKES PARALEGAL SERVICES (PAM AINI), CONTINGENT UPON APPROVAL OF THE PURCHASING DIRECTOR MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Emergency Services/E-911

1. **Livingston County Inter-Municipal Agreement** – Mr. Marshall requested authorization to renew the Inter-Municipal Agreement with Livingston County for the County Line Road Tower. This was initially a five-year agreement with no cost to the County. He noted that Allegany County is hoping to connect further west into Livingston County and that will give us a full fiber ring completion.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE INTER-MUNICIPAL AGREEMENT WITH LIVINGSTON COUNTY FOR FIVE YEARS FOR THE COUNTY LINE ROAD TOWER MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
Resolution Required.

2. **Request to go to Bid on Burn Building** – Mr. Marshall requested authorization to solicit bids for the Burn Building.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR THE BURN BUILDING MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Awarding RFP for Regional Flood Exercise** – Mr. Marshall recommended awarding the RFP for the Regional Flood Exercise to RPG Pro, LLC for an amount not to exceed \$10,000. He noted this will be paid for with Homeland Security grant funds.

MOTION: AWARDING THE RFP FOR THE REGIONAL FLOOD EXERCISE TO RPG PRO, LLC FOR AN AMOUNT NOT TO EXCEED \$10,000 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **EMS Update**

a. *EMS Charting Bid* - Mr. Marshall stated last month we had put out a bid for EMS Charting and EMS Billing. The bid for EMS Charting came back high; one vendor responded with a price of \$110,000. After we reached out to the vendors, we found out that we were asking for more in the bid than what we need. He requested authorization to reject the bids and to rebid for EMS Charting. He also requested to do a quick turnaround and to have a Special PS&C Committee prior to the Legislative Meeting on April 22nd to award the bid.

MOTION: REJECTING THE BIDS FOR EMS CHARTING AND AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY, IN CONJUNCTION WITH THE PURCHASING DIRECTOR TO REBID MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

b. *EMS Billing Bid* – Mr. Marshall stated they received three bids. He recommended awarding to QuickMed Claims out of Pittsburgh, PA at a rate of 5.95% on net collections with a \$10.00 charge on medical claims. Mr. Rossetti stated we have a process in place to go for secondary collections and it depends on how aggressive we want to be with that.

MOTION: AWARDING THE BID FOR EMS BILLING TO QUICKMED CLAIMS AT A RATE OF 5.95% ON NET COLLECTIONS WITH A \$10.00 CHARGE ON MEDICAL CLAIMS MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

c. *Municipal CON* – Mr. Marshall requested the committee authorize the municipal CON for the County for BLS and ALS ambulance services. Mr. Wheeler commented we will first be putting a paramedic on the road to get started. We have discussed starting with a temporary part-time and then likely transition to a permanent part-time, or possibly full-time.

Mr. Van Etten asked are we still getting calls from local municipalities? Mr. Potter stated he has been receiving calls from all the towns in his district. I need an update on where we are and where we are going. A lot of the ambulance services are bowing out of the City of Hornell contract as it is expensive. Mr. Wheeler stated we have another meeting scheduled with EMS providers coming up this month. The first rollout of the paramedic will be the end of April, beginning of May. We will slowly bring on BLS. Basically, the only calls we have heard about are coming from the towns in Mr. Potter's district. We are talking with Woodhull and other municipalities about getting agreements in place to utilize their rigs for BLS.

Mr. Potter stated with the contract with the City of Hornell; the towns are paying the City through the contract and the City is then charging the patients. If I am understanding correctly, the residents should not be expecting those services to be free. Mr. Wheeler replied that is correct. We had talked with the municipal agencies at the last EMS meeting. In some towns, the residents don't think their insurance will

be billed. We will be billing them, and it is time to start spreading that word. This will be a change for some of the towns; however, most are used to a billing structure.

Mr. Potter stated that while the EMS agencies are attending meetings, there has been no communication between the EMS agencies and the Town Board. Mr. Wheeler stated we can draft up a communication to send to the Town Supervisors and the Town Clerks. We were very clear that this was supplemental coverage. Mr. Potter stated two agencies in his district have dropped service with the City of Hornell because the contract was too expensive. Mr. Wheeler stated we have been very clear that the County is not providing full service.

MOTION: APPROVING THE MUNICIPAL CERTIFICATE OF NEED FOR STEUBEN COUNTY TO PROVIDE BLS AND ALS AMBULANCE SERVICES MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

D. County Manager

1. **Driver Diversion Program Local Law** – Mr. Wheeler stated we have received requests for Driver Diversion funds from the Village of Bath and the City of Corning. The committee had a conversation in December on how to handle those requests. At that time there was a desire to increase the percentage to municipalities; however, the issue is the area of population. An increase in percentage to the City of Corning would result in an extra \$200 because of the tickets on the highway and that would be the same for Bath and the City of Hornell.

There are a few options. The Driver Diversion Program funds could go into the General Fund, and you could have allocations from the General Fund for these purposes. He stated he is not prepared to provide a recommendation to the committee today. You could set up a process similar to what we have done in Public Works for municipal demolitions; set a certain number per year, and then set a maximum amount per award. Since our discussion in December, we have received additional requests. Mr. Van Etten stated he would be fine with setting a maximum amount per year and then a maximum amount per award. It does not need to have a limit on the number of requests. Mr. Horton stated he agrees with Mr. Van Etten. If we are setting up a grant formula, and we wanted the Towns and Villages to have skin in the game, could we require a 20 or 25 percent match? Mr. Wheeler stated that is a good point. Mr. Horton stated he thinks there should be some kind of a match and then at least the Town or Village Boards know about it.

Mr. Van Etten stated hypothetically, if you were to allocate \$100,000 per year, you could have it that any award up to \$5,000 would not require a match and then from there you could increase the scale of the match requirement. Mr. Baker stated he likes Mr. Van Etten's idea. We would want to take care in setting that annual amount due to the issues with Axon and staffing. Mr. Wheeler stated this applies to outside agency requests. When we last discussed this, the committee had indicated a limit of \$50,000. If that is still the sense of the committee, we can work on how to do that and bring it back to committee.

2. **ILS Requirements/Assigned Counsel** – Mr. Wheeler stated that he recently met with Mr. Sauro, Ms. Prossick and Mr. Brewer to discuss ILS Grants. Previously, for Assigned Counsel administration, we contracted with David Wallace and Joe Pelych. We did bring Assigned Counsel administration in-house and we were able to do that under ILS because the Law Department does not have any DSS attorneys. Ms. Prossick stated we took over that program after we had put out an RFP for Assigned Counsel Administration services and no responses were received. Mr. Wheeler stated now that Hurrel-Harring is maturing, ILS is now up to full staff, and they are going to every county to establish uniformity in how this is handled. They like our strategy; however, they want to standardize the process and are asking us to separate out our Assigned Counsel. Ms. Prossick commented ILS, through their grants, has offered \$95,000 toward salary and fringe costs for an Assigned Counsel Administrator. Mr. Wheeler stated we looked at doing an RFP or hiring someone to do these services and they would report to my office. Ms. Prossick stated to do that, we would have to amend the Charter to create a new Assigned Counsel Program department, and then it would also need to be approved by the Steuben County Bar Association. It would be a two-month process to create the department. There are two options; to find an independent attorney in private practice or create a new department. Mr. Wheeler stated if we have to hire

internally and create a department, it might not hurt to put out an RFP to see if there were an independent attorney that would want to do this.

Mr. Sauro stated historically ILS and the NYS Defender's Association have been keen on making sure that the Assigned Counsel Program was autonomous and that it would be an entity unto itself. We have been lucky in a certain sense. ILS grants 6, 7 and 8 have contract amendments to Hurrel-Harring and we have seen more representation frequently and in person. ILS is pushing to revisit the idea that we should do whatever we can to put the Assigned Counsel Program back to its purest form. Mr. Sauro stated ILS has come up with additional funding for Public Defender's Offices and Assigned Counsel, and that is money that we had not anticipated. For the first time ever, we have funding and that has required an adjustment in my budget to support paying for this position. One of the options to get these additional funds is if we enter into an Inter-Municipal Agreement with another County, specifically Chemung County. He stated that he does not feel that will happen as we have not heard anything from Chemung County. Mr. Saura stated that he thinks ILS favors more of the contract route.

Mr. Wheeler stated regarding a contract, one thing we had discussed is because of the funding level and the type of work, we may be in a position to hire a paralegal or a senior account clerk. Mr. Sauro stated that he already has funding to create a position with the Assigned Counsel Program for a Senior Typist and we can have that available relatively quickly.

Mr. Van Etten asked can you explain the difference between Assigned Counsel and a Conflict Defender? Mr. Sauro replied at one point in time in the County we had three layers of defense. A Public Defender is not permitted to represent co-defendants for the same arrest. The Public Defender could keep one of the co-defenders and the other was kicked over to the Conflict Defender. That was designed to keep cases from going to the Assigned Counsel Program where we have to pay an hourly rate. We no longer have the Conflict Defender Office. Now if we have co-defendants on the same case, one goes to Assigned Counsel where they find a private attorney in the community and ask if they will represent the individual. The panel of Assigned Counsel attorneys is very small.

MOTION: AUTHORIZING THE COUNTY MANAGER, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE AN RFP FOR AN ASSIGNED COUNSEL ADMINISTRATOR AND CONTINUE TO EXPLORE THE POSSIBILITY OF CREATING AN ASSIGNED COUNSEL PROGRAM DEPARTMENT MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Monday, May 6, 2024

9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Monday, April 29, 2024

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, May 6, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE:	Jeffrey P. Horton, Chair Joseph Tobia	Frederick G. Potter, Vice Chair Scott J. Van Etten	Wendy Lozo
STAFF:	Jack K. Wheeler Brenda Scotchmer Tammy Hurd-Harvey Shawn Sauro	Christopher Brewer Tim Marshall Stacy Housworth Brooks Baker	Jennifer Prossick Noel Terwilliger Nate Alderman Craig Patrick
LEGISLATORS:	Kelly H. Fitzpatrick James Kuhl (Zoom) Robert V. Nichols	Carol A. Ferratella Hilda T. Lando Nicholas D. Pelham	K. Michael Hanna Shannon Logsdon Gary D. Swackhamer
OTHERS:	Mary Perham		

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and led the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 1, 2024, AND APRIL 22, 2024, MEETINGS MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Emergency Services / E-911

1. **Tyler CAD Contract Extension** – Mr. Marshall stated we are in the process of the new CAD implementation and installation. The current contract expired at the end of April, and we are only halfway through the project. We anticipate turning on the new CAD system in October 2024. He requested authorization to extend the contract through December 31, 2024.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO EXTEND THE CONTRACT WITH TYLER FOR THE IMPLEMENTATION AND INSTALLATION OF THE NEW CAD SYSTEM THROUGH DECEMBER 31, 2024, MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Dispatch Now Contract Extension** – Mr. Marshall requested authorization to extend the contract with Dispatch Now, which is the CAD system we have been using, for an additional six months. This is not budgeted for as we had anticipated being cut over to the new system by August. He requested authorization to extend the contract for an additional six months for a cost of \$132,650.60. This is equivalent to a half-year's cost.

Mr. Horton asked where will the money come from to pay for the extension? Mr. Wheeler stated his recommendation would be to fund this from the Contingent Fund. Mr. Van Etten stated so we are extending the contract with the current provider six months; we are extending the contract with the new provider for the same six month period even though the new system has not been turned on yet? Mr. Marshall replied for the new CAD system, we are just extending the contract for the same six-month period as the system will not be ready to turn on until October. Mr. Wheeler stated we can bring this back to committee when the CAD system is up and running.

The implementation cost will stay the same, and my understanding is that is what we are extending. There should be an off-set in cost. Mr. Marshall stated payments are based on milestones.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO EXTEND THE CONTRACT WITH CENTRAL SQUARE FOR THE DISPATCH NOW CAD SYSTEM FOR AN ADDITIONAL SIX MONTHS AT A COST OF \$132,650.60 AND AUTHORIZING THE TRANSFER OF \$132,650.60 FROM THE CONTINGENT FUND TO PAY FOR SAID EXTENSION MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Priority Dispatch Agreement** – Mr. Marshall stated he realized that he does not have a current contract with Priority Dispatch. This is the contract for the dispatch card sets the dispatchers use. We have received a quote for \$3,465 annually.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO ENTER INTO A CONTRACT WITH PRIORITY DISPATCH FOR THE DISPATCH CARD SETS FOR AN ANNUAL COST OF \$3,465 MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Budget Transfer – FY20 SICG** – Mr. Marshall requested authorization to transfer, within the FY20 Statewide Interoperable Communications Grant, \$41,135 from the Major Equipment account to the Tower Lease account to pay an outstanding tower lease invoice.

MOTION: AUTHORIZING THE TRANSFER, WITHIN THE FY20 STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT, OF \$41,135 FROM THE MAJOR EQUIPMENT ACCOUNT TO THE TOWER LEASE ACCOUNT TO PAY AN OUTSTANDING TOWER LEASE INVOICE MADE BY MR. VAN ETTEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

5. **Generator Maintenance Bid** – Mr. Marshall stated a couple of years ago we had gone out to bid for generator maintenance, and then there were issues with the contractor. Now we again need to bid out the generator maintenance. Mr. Horton stated due to the changes in the *Administrative Code*, this no longer requires committee approval.

6. **Major Equipment Change** – Mr. Marshall stated they had listed a Chevy Tahoe on their Major Equipment list, however, they are unavailable to order as they are being retooled. He requested authorization to change the Chevy Tahoe to a Ford Expedition.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO AMEND THE MAJOR EQUIPMENT LIST TO CHANGE A CHEVY TAHOE TO A FORD EXPEDITION MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. District Attorney's Office

1. **Budgetary Concerns**- Mr. Baker informed the committee he is anticipating an increase in need for expert witnesses, as well as an increase in trials for the coming year. We have several cases requiring a mental health expert, a trial that has been assigned a special prosecutor, etc. He stated that at some point he may need to come back to committee to request additional funds for these purposes.

Mr. Van Etten asked how much do you have budgeted for expert witnesses? Mr. Wheeler replied we typically budget between \$5,000 - \$10,000. Mr. Van Etten asked what do you anticipate our exposure to be? Mr. Baker stated costs could be upwards of \$50,000.

2. **Investigator Salaries** – Mr. Baker explained we have created part-time investigator positions and have set the salary at what retired police officers are allowed to make without any reduction to their retirement; which is \$35,000 - \$36,000. That amount has not been increased by statute. The problem is that we have two part-time investigators who have cars assigned to them which takes the monetary value over the \$35,000 limit and they are facing a possible reduction in their retirement. He would like to pursue a permanent 211 Waiver which

would allow them to earn more. We have a temporary waiver in place. There is legislation being proposed to increase the income earnings for retired police officers to \$65,000. Obviously, we cannot afford to pay our part-time investigators \$65,000, but he is proposing increasing their salary.

Mr. Alderman stated currently the part-time investigators are at Management Grade F and are near the top of that grade. Increasing their salary \$2,000 would put them at Management Grade G at \$42,098, which would be the top step. Our request is to change the grade for part-time investigators to Management Grade G and appoint them at the higher step. Mr. Baker stated this is still a lot less than what a Sheriff Investigator earns. We need two and a half positions to comply with the requirements of the Child Advocacy Center grant. This salary increase would be part of the 211 Waiver application process.

Mr. Horton asked what are the odds of getting the permanent waiver? Mr. Baker replied they are pretty good, but the waiver only goes to the individual. Mr. Alderman explained in New York State, when we apply for a 211 Waiver, they want us to advertise for qualified candidates that are not retired.

Mr. Wheeler stated if we change the grade, we will need to change the salary within that new grade and we do not have that information just yet. Today we are just looking to see if the committee is comfortable with doing this. The committee was in agreement.

3. **Personnel** – Mr. Baker stated last year we took an 80 percent position and reclassified that to a 50 percent position. He requested authorization to reclassify a vacant part-time Assistant District Attorney position to a full-time Assistant District Attorney position and set the salary above the mid-point of Management Grade J, Step 9, at \$95,885.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A VACANT, PART-TIME ASSISTANT DISTRICT ATTORNEY POSITION, TO A FULL-TIME ASSISTANT DISTRICT ATTORNEY POSITION AND SETTING THE SALARY ABOVE THE MID-POINT OF MANAGEMENT GRADE J, STEP 9 AT \$95,885 MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **Diversion Program First Quarter Payment to Municipalities** – Mr. Terwilliger presented the report of the first quarter payments to municipalities. The budget is on track for the previous year, and we may see a slight uptick.

C. County Manager

1. **Driver Diversion Program** – Mr. Wheeler stated that historically we have seen excess funding from the Driver Diversion Program go to the General Fund. He recommended the committee establish a framework for a law enforcement grant program which would not exceed \$50,000. Each year, five applications could be awarded, with a \$10,000 maximum per application. This program would allow outside law enforcement agencies to request funding. Under this framework, letters requesting funding would be sent to the County Manager's Office and then would go through the Public Safety and Corrections Committee, Finance Committee and Full Legislature for allocation. This would only be for external law enforcement agency requests. We would need to amend the budget to create a new line item for this. He recommended transferring \$50,000 from the General Fund Balance to fund this program initially. This would also require inter-municipal agreements with the agencies upon approval. Any internal requests would come back to the committee separately.

Mrs. Lando asked what are we currently spending on these resources? Mr. Wheeler replied really nothing. We have had one or two external allocations outside of the municipal allocations. We have two or three outside requests that have been received. Mr. Swackhamer asked what have the requests been for? Mr. Wheeler replied we received a request from the Village of Bath for a camera at the bus stop and received a request from the City of Corning to assist with the purchase of a drone.

Mr. Van Etten stated he likes having a format and capping the amount of money available for each request. He also likes that the law enforcement agencies/municipalities will have skin in the game.

MOTION: AUTHORIZING THE TRANSFER OF \$50,000 FROM THE GENERAL FUND FOR THE CREATION OF A NEW LAW ENFORCEMENT GRANT PROGRAM ALLOWING FOR FIVE APPLICATIONS PER YEAR, NOT TO EXCEED \$10,000 PER APPLICATION, AND AUTHORIZING INTER-MUNICIPAL AGREEMENTS WITH AGENCIES UPON APPROVAL OF AWARD MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Assigned Counsel** – Mr. Wheeler stated they received one response to the RFP for Assigned Counsel Administration from Hampsey Law Firm, LLC out of Penn Yan. The cost will be \$150,000 for the first year. Mr. Wheeler stated if we did this work internally, we would have to hire two staff; an attorney and a paralegal/clerk and the cost for salaries plus benefits would be over \$150,000. If we were to hire an attorney to oversee the program, it would be difficult to find a part-time attorney and we may have significant retention issues as the work is more of an administrative process of processing assignments.

Ms. Prossick stated in other counties where they have hired an attorney to oversee the program, they last a year or two and then leave as the work is very monotonous, and attorneys want to be attorneys. Mr. Wheeler stated he would recommend awarding and we will be working to get this fully funded by the State. Ms. Prossick stated Hampsey is the part-time Public Defender in Yates County, so he does have some familiarity with ILS and the grants. She stated that she is also familiar with his paralegal and she is very competent.

MOTION: AWARDING THE RFP FOR ASSIGNED COUNSEL ADMINISTRATOR SERVICES TO HAMPSEY LAW FIRM, LLC FOR A FIRST YEAR COST OF \$150,000 MADE BY MR. TOBIA. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Memorializing Resolution** – Mr. Wheeler presented a memorializing resolution urging the Governor and State Legislature to support, and enact, the New York State Association of Counties (NYSAC) “Rescuing Local Emergency Medical Services (EMS) Package”. We had expected this to be passed in conjunction with the budget, but it did not. NYSAC still thinks this has legs and they are encouraging counties to support this.

MOTION: URGING THE GOVERNOR AND STATE LEGISLATURE TO SUPPORT, AND ENACT, THE NEW YORK STATE ASSOCIATION OF COUNTIES (NYSAC) “RESCUING LOCAL EMERGENCY MEDICAL SERVICES (EMS) PACKAGE” MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Monday, June 3, 2024

9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office

NO LATER THAN NOON

****PLEASE NOTE CHANGE** Tuesday, May 28, 2024 **PLEASE NOTE CHANGE****

STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

STEUBEN COUNTY FINANCE COMMITTEE

Special Joint Meeting

Monday, May 20, 2024

9:55 a.m.

Legislative Chambers, 3rd Floor, Annex Building

Bath, New York

****MINUTES****

PS&C

COMMITTEE: Jeffrey P. Horton, Chair Frederick G. Potter, Vice Chair Wendy Lozo
Joseph Tobia

FINANCE

COMMITTEE: Gary D. Swackhamer, Vice Chair Jeffrey P. Horton Robert V. Nichols
William A. Thew

STAFF:

Jack K. Wheeler Christopher Brewer Jennifer Prossick
Brenda Scotchmer

LEGISLATORS:

Kelly H. Fitzpatrick Carol A. Ferratella James Kuhl
Hilda T. Lando Shannon Logsdon Nicholas D. Pelham
Brian C. Schu

ABSENT:

Scott J. Van Etten (Finance Chair/PS&C Member)

OTHERS:

Mary Perham

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:55 a.m.

II. GENERAL BUSINESS

A. Assigned Counsel – Mr. Wheeler stated this is in reference to Resolution #13 on the Legislative Agenda. The Public Safety & Corrections and Finance Committees approved awarding the RFP for Assigned Counsel Administrator and this resolution is the funding for that. He requested authorization to transfer \$90,000 from the Contingency Fund which will fund the contract for about a half a year. These funds would go into the Public Defender Assigned Counsel account. He also requested anticipating \$71,250 in revenue that we will be receiving from ILS. Mr. Wheeler explained this is less expensive than trying to do in-house as you would have the salary and fringe benefits for a part-time attorney and a full-time paralegal. Additionally, we also have concerns that we would not have been able to find and retain an attorney to do this.

Mr. Potter asked will we need to hire someone to oversee the claims that will be paid? Mr. Wheeler stated the firm and the paralegal with this firm are very experienced and we have good confidence going forward with them. Ms. Prossick stated everything should go well if they can continue with the processes that we have started. Mr. Kuhl asked was there any type of exclusivity clause included when we hired this firm? Mr. Wheeler replied there is no exclusivity with this contract. Ms. Prossick stated this firm is owned by an attorney who is the part-time Public Defender in Yates County. He really would not be able to take on another County and we are one of the last counties to contract this out as we had difficulty finding someone. She noted he has two other office staff that will be backup and will be cross trained to do this. Mr. Wheeler stated we will certainly keep you updated.

MOTION: AUTHORIZING THE TRANSFER OF \$90,000 FROM THE CONTINGENCY FUND TO THE PUBLIC DEFENDER ASSIGNED COUNSEL ACCOUNT AND ANTICIPATING \$71,250 IN REVENUE FROM ILS INTO THE PUBLIC DEFENDER ASSIGNED COUNSEL ACCOUNT MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, June 3, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE:	Jeffrey P. Horton, Chair Joseph Tobia	Frederick G. Potter, Vice Chair Scott J. Van Etten	Wendy Lozo
STAFF:	Jack K. Wheeler Lindsay Rice Tim Marshall John McNelis Nate Alderman Shawn Sauro	Christopher Brewer Jennifer DeMonstoy Noel Terwilliger David Sutton Tammy Hurd-Harvey Craig Patrick	Jennifer Prossick Brandon Rosettie James Allard Dre Simpson Ken Forenz Brooks Baker
LEGISLATORS:	Kelly H. Fitzpatrick K. Michael Hanna Robert V. Nichols	James Kuhl Hilda T. Lando Nicholas D. Pelham	Carol Ferratella (Zoom) Shannon Logsdon
OTHERS:	Mary Perham Brian O’Neil, WLEA/WVIN/WABH Mike Sweet, Mayor, Village of Bath Colin Taft, Chief, Village of Bath Police Department		

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and led the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 6, 2024, AND MAY 20, 2024, MEETINGS MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Sheriff’s Office

1. **Commendation** – Sheriff Allard introduced Dre Simpson, a Corrections Officer in the Jail. On March 22nd, Officer Simpson prevented the attempted suicide of an inmate. He presented Officer Simpson with a certificate of commendation for his actions.

2. **MOU with Arkport Central School** – Sheriff Allard requested authorization to enter into an MOU (Memorandum of Understanding) with Arkport Central School for satellite office space. This space will not be used to process individuals and there will be no cost to the County. He noted the school approached him as they were looking to have a permanent Sheriff’s Deputy presence in the district. Mr. Van Etten asked have they indicated a minimum number of hours that they want someone present? Sheriff Allard replied no.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO AN MOU (MEMORANDUM OF UNDERSTANDING) WITH ARKPORT CENTRAL SCHOOL TO USE THE SCHOOL AS SATELLITE OFFICE SPACE MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **DCJS Technology Grant** – Sheriff Allard requested authorization to accept a \$665,000 DCJS Technology Grant. These funds will be used to purchase a Forensic Crime Scene Laser Scanner, License Plate Reader System including 3 mobile License Plate Readers, replacement of aging drone units, and the purchase of Axon in-car cameras with LPR capability for all marked patrol cars to include five-year maintenance and five-year storage.

Mr. Van Etten asked what is the required retention for camera data? Sheriff Allard replied it depends on the data. Typically, we save everything for a minimum of three years. If the footage is not earmarked for an arrest or for a complaint, then those will be deleted sooner. Footage from murder scenes are kept forever.

Mr. Tobia asked what are drones used for? Sheriff Allard replied we use drones for everything; traffic reconstruction, suspicious fire investigations and search and rescue. All of our drones are operated by licensed pilots; almost all of our evidence technicians are drone pilots. Mr. Tobia asked what is the range for a drone? Sheriff Allard stated it depends on the drone; however, FAA regulations require they have to be within sight of the pilot.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DCJS TECHNOLOGY GRANT IN THE AMOUNT OF \$665,000 MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **DWI Trailer** – Mrs. Lando asked if the Sheriff could provide an update on the status of the trailer. Sheriff Allard stated in 2020/2021 we received a grant in the amount of \$18,000 from All State Insurance to purchase a large trailer that can be used as an education tool for proms and graduations. We have the vehicle from the fatality in Pulteney that killed four students, which will be enclosed in the trailer. Additionally, there will be information detailing a number of crashes that have killed/injured youth, drone footage from the accident scenes, along with a video loop that George Kasthuber of WETM will be producing and will include interviews with the parents, first responders, survivors. This will play on TV's that will be mounted in the trailer. This will be very similar to the Amy Stock trailer. Sheriff Allard stated everything for the trailer is done, we are just waiting for the recording to test it. This has been a collaborative effort of many people and many agencies to make this happen. He stated that he expects to have it available at this year's County Fair.

5. **Jail Fencing** – Mr. Van Etten asked with regard to the attempted suicide, we had put fencing up on the second level because of previous attempts. Is there going to be anything done now to prevent them from going up the stairs? Sheriff Allard replied the only way we could do that would be with access control and a gate somewhere on the stairs and I don't think that is something the Commission of Corrections would be agreeable to. What the fencing did was make the stairs the only place that the inmate could jump from. The fencing has already had an impact.

B. Emergency Services/E-911

1. **Budget Adjustment for EMS Staffing** – Mr. Marshall requested authorization to transfer, within the EMS Budget, \$500,000 from the Fringe Benefits Unspecified line (398902.5.88000) to the Wages EMT/Paramedics line (398902.5.11305).

MOTION: AUTHORIZING THE TRANSFER, WITHIN THE EMS BUDGET, OF \$500,000 FROM THE FRINGE BENEFITS UNSPECIFIED LINE (398902.5.88000) TO THE WAGES EMT/PARAMEDICS LINE (398902.5.11305) MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **NICE Recorder Contract Renewal** – Mr. Marshall requested authorization to renew the maintenance contract with Wilmac Technologies for the NICE Recorder in the amount of \$29,020.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE MAINTENANCE CONTRACT WITH WILMAC TECHNOLOGIES FOR THE NICE RECORDER IN THE AMOUNT OF \$29,020 MADE BY MR. VAN ETTEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Schuler-Haas Change Order** – Mr. Marshall requested approval of a change order with Schuler-Haas in the amount of \$28,451.46 for the DC Power Plant Project to include the addition of one tower site.

Mr. Potter asked how is this being funded? Mr. Marshall replied this is being funded by the Homeland Security Grant. Ms. Fitzpatrick asked where will this additional tower be? Mr. Marshall replied this will be at the Quackenbush site as that tower was in need of an upgrade.

MOTION: APPROVING A CHANGE ORDER WITH SCHULER-HAAS IN THE AMOUNT OF \$28,451.46 FOR THE ADDITION OF ONE TOWER SITE MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Budget Adjustment – Homeland Security Grant FY19** – Mr. Marshall stated as part of the approval of the change order with Schuler-Haas, he requested authorization to transfer, within the FY19 Homeland Security Grant, a total of \$64,565.03 from the Tower Rental (\$14,565.03) and Consultants (\$50,000) line items to the Major Equipment line item.

Mr. Van Etten asked why are you transferring \$64,000 when the change order was only for \$28,000? Mr. Marshall replied with the Homeland Security Grants, we move money around as we need it for projects. We had extra money in the Tower Rental and Consultants line items that we could move into Major Equipment to be able to complete this project. I believe this will also close out that grant.

MOTION: AUTHORIZING A TRANSFER, WITHIN THE FY19 HOMELAND SECURITY GRANT, A TOTAL OF \$64,565.03 FROM THE TOWER RENTAL (\$14,565.03) AND CONSULTANTS (\$50,000) LINE ITEMS TO THE MAJOR EQUIPMENT LINE ITEM MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Acceptance of the Motorola Regional Radio Proposal** – Mr. Marshall explained this is part of the Homeland Security targeted grant for the regional radio project with Allegany, Schuyler, and Chemung counties. We received a proposal from Motorola in the amount of \$4,700,000 for the initiation of the project. This will be paid for using Homeland Security grant funds. Mr. Wheeler commented that we have been working on exploring a regional radio project for the last 15 years.

Mr. Potter asked will this eliminate the time delays for 911 calls in my region since they are going to Pennsylvania? Mr. Marshall stated this project does not have anything to do with the cell phones; this is all of our radio communications with our internal law enforcement, fire and EMS. He stated that he can work with his partners in Pennsylvania to identify the tower that is picking up those calls and see if we can get that adjustment made to push those calls from Troupsburg to us. Mr. Potter stated there is a significant time delay. Mr. Marshall stated we are having conversations with Tioga County, PA about shared services and are also looking at doing that with Allegany County as well.

Mr. Horton asked since this is a multi-county agreement, which county houses the funds and distributes them? Mr. Marshall stated each county was funded separately. The allocations are Steuben - \$5.8 million; Allegany - \$6 million; Chemung - \$3 million; and Schuyler - \$4 million. We are just tying it all together and using the same vendor.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO ACCEPT THE MOTOROLA REGIONAL RADIO PROPOSAL IN THE AMOUNT OF \$4,700,000 MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

6. **OSHA 1910.156 Standard** – Mr. Marshall explained OSHA is in the process of updating a 40-year-old fire brigade standard. Right now, OSHA 1910.156 is out for public comment through July 21, 2024. The Fire Service has concerns and local authorities should also have concerns. They have taken 23 different NFPA standards (guidelines) and put them as part of the new standards which will require fire service agencies to have to come into compliance with those guidelines. These proposed regulations will put more administrative costs on fire departments. It is estimated that it will take an additional 173 annual hours of training to operate and stay within the new standards, which equates to \$27.00 per hour for an annual cost of \$4,800 per year. They are adding training requirements and now the Chief Officer would have to train to a Fire Officer III standard, which is not even taught in New York State. If you look at all the details of this, the training hours are going from 124 hours to 256 hours for local volunteer firefighters. This would also require travel outside of New York State to get the Level III training.

Mr. Marshall stated this is a 600-page document and the fire service is looking at pushing the standard out, getting public comment and working with OSHA to come up with a standard that will work for local departments. We are not against updating the standards, but this is way out of line for our volunteer fire service. He asked the committee to consider a resolution requesting OSHA to hold off on this regulation.

Mr. Horton stated three departments in his district came to him about this. With their turnout gear, they would need two sets for each person. They were complaining about the cost to the department. Mr. Potter stated the timing of this is not great as there is already a shortage of volunteers in fire departments, and this will only exacerbate the problem. Mr. Nichols stated in his opinion, this is a plan by the government to force full-time employment and get rid of volunteers. With these requirements, some fire departments will be put out of business.

MOTION: OPPOSING PROPOSED OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) 1910.156 REFORMS FOR FIREFIGHTERS IN NEW YORK STATE MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

C. Personnel

1. **Authorization to Appoint a Senior Assistant Public Defender Above the Mid-Point** –

Mr. Alderman requested authorization to appoint a Senior Assistant Public Defender above the mid-point of Management Grade K, at \$96,588.

MOTION: APPOINTING A SENIOR ASSISTANT PUBLIC DEFENDER ABOVE THE MID-POINT OF MANAGEMENT GRADE K, AT \$96,588 MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Manager

1. **EMS Lease and Licenses** – Mr. Wheeler informed the committee that they are close to being operational for supplementing EMS services and we are actively recruiting. We do not lack ambulances in the County; we lack people, and we have been having conversations with the municipalities. He stated the Woodhull Fire District is willing to let us use one of their ambulances. Pursuant to Department of Health regulations, we have to have a lease with them and then we will put a decal on the ambulance for Steuben County EMS. He requested authorization to enter into an Inter-Municipal and Lease Agreement with the Woodhull Fire District to lease one of their ambulances and to stage staff at the Woodhull Fire Station. This will start us with our first BLS unit. Mr. Marshall stated we will use the fire station and facility to house our staff when they are on duty. Ms. Prossick stated everything is spelled out in the agreement and with the lease of the vehicle, Woodhull has to carry insurance and the County does as well. Mr. Wheeler stated we copied Chenango County in terms of the lease payment. We are leasing the vehicle for \$10,000 annually. Under this scenario, Woodhull would be responsible for upkeep, maintenance, repairs, and replacement. Mr. Horton asked what about fuel? Mr. Wheeler replied we will fuel the vehicle when we are using it.

Mr. Potter asked what is the status of the Certificate of Need (CON)? Mr. Rosettie stated it has been filed with New York State and we just need to set up a time for the Department of Health Inspection. We are still tying up some loose ends. The earliest date we can go live with the electronic billing is June 25th. We anticipate being operational at the end of June or early July.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO AN INTER-MUNICIPAL AND LEASE AGREEMENT WITH THE WOODHULL FIRE DISTRICT FOR THE USE OF ONE AMBULANCE AT AN ANNUAL COST OF \$10,000 AND THE USE OF THE FIRE STATION TO HOUSE COUNTY EMS STAFF WHILE ON DUTY MADE BY MR. TOBIA. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Cannabis Enforcement Local Law** – Mr. Wheeler stated New York State has put out information regarding recent State laws that were passed with regard to giving additional local authority for enforcement of unlicensed cannabis. He stated he wanted to get a sense if the committee would like to move forward with that. We have a webinar tomorrow with the State and NYSAC on this. We expect to get a template for everyone to use. If you agree, he can bring this back next month for discussion.

Mr. Potter stated he is definitely in favor of doing so. Mr. Van Etten stated an example local law was forwarded to us a couple of weeks ago and that referenced civil penalties? Ms. Prossick stated this will be a civil procedure and that is what we will be learning about tomorrow. She stated that she has been working her way through it, but it is about 75 pages, and nobody has compiled it yet into what it has amended. Hopefully they will have that for us tomorrow. It provides for restraining orders and injunctions to shut them down. It will be similar to zoning; you basically will go in and see if they have the right licensing and if they don't, you can file for an injunction and a restraining order by a court order. Then you can shut them down and for every day they remain open, there is a fine. Mr. Van Etten stated he is in favor, but we need to be aware of any additional costs to County operations. Mr. Wheeler stated yes, we will take a look at that, and I think that will be a part of the conversation with the Office of Cannabis Management tomorrow.

Ms. Fitzpatrick asked why is this a civil act rather than a criminal act? Ms. Prossick replied marijuana is legal, but the sticker store is not because they do not have the proper licensing. So, it is a regulatory/zoning issue. Ms. Fitzpatrick asked how long before the local law would take effect? Ms. Prossick stated every local law takes two months to get adopted. I cannot guarantee that I will have it for next month. It will depend on if NYSAC has anything for us to work with and we want to make sure that it is in a format that the Attorney General's Office will accept. Additionally, we want to make sure that it is worded correctly so that the State Police can assist with regulation. Everyone has to act in coordination with one another. This can only be done at the City or County level; towns and villages cannot do it.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Monday, July 1, 2024

9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Monday, June 24, 2024

**STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE**

Special Meeting

Monday, June 24, 2024

9:55 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

PS&C

COMMITTEE:	Jeffrey P. Horton, Chair Joseph Tobia	Frederick G. Potter, Vice Chair Scott J. Van Etten	Wendy Lozo
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FINANCE

COMMITTEE:	Scott J. Van Etten Robert V. Nichols	Gary D. Swackhamer William Thew	Jeffrey P. Horton
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STAFF:

Jack K. Wheeler Brenda K. Scotchmer	Christopher Brewer	Jennifer Prossick
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LEGISLATORS:

Kelly H. Fitzpatrick Hilda T. Lando Nicholas D. Pelham	Carol A. Ferratella Shannon Logsdon Brian C. Schu	K. Michael Hanna Wendy Lozo
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I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:58 a.m.

II. GENERAL BUSINESS

A. County Manager

1. **Award County Law Enforcement Grant** – Mr. Wheeler stated the Village of Bath is requesting \$5,401.65 for the purchase of two cameras plus ancillary connection costs. These cameras will be placed at the bus stop. This award will also require an intermunicipal agreement with the Village.

MOTION: AWARDING A COUNTY LAW ENFORCEMENT GRANT IN THE AMOUNT OF \$5,401.65 TO THE VILLAGE OF BATH FOR THE PURCHASE OF TWO CAMERAS, PLUS ANCILLARY CONNECTION COSTS AND AUTHORIZING THE COUNTY MANAGER TO ENTER INTO AN INTERMUNICIPAL AGREEMENT WITH THE VILLAGE OF BATH FOR THIS PURPOSE MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PSC AND 5-0 FINANCE. Resolution Required.

2. **Bonadio Contract Amendment** – Mr. Wheeler stated he is recommending, based on some questions that have arisen, and with being transparent, that we amend the contract with Bonadio to include an audit of the STOP-DWI Fund in an amount not to exceed \$25,000. We think the cost will be much lower than that and next month he will bring a budget transfer for approval.

Mr. Van Etten asked will they be auditing specific years? Mr. Wheeler stated they will be auditing the last three years; 2021, 2022 and 2023. Mrs. Lando asked why are we spending money for this when we could use the State Comptroller's Office for free? Ms. Prossick stated the State Comptroller's Office conducts random audits. They typically only conduct audits when there is a potential crime, or when it is scheduled. Mr. Potter commented based on his experience at the town, they have a limited number of auditors and they do not come unless there is a problem.

MOTION: AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BONADIO TO INCLUDE AN AUDIT OF THE STOP-DWI FUNDS FOR THE YEARS 2021, 2022 AND 2023 AT A COST NOT TO EXCEED \$25,000 MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PSC AND 5-0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PSC AND 5-0 FINANCE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, July 1, 2024

9:30 a.m.

Legislative Chambers

3rd Floor Annex Building

Bath, New York

MINUTES

Committee:	Jeff Horton, Chair	Frederick Potter, Vice Chair	Joe Tobia	Scott Van Etten
Staff:	Jack Wheeler Timothy Marshall Lindsay Rice James Allard Dave Sutton Deputy Butler	Christopher Brewer Nathan Alderman Rochelle Casselbury John McNelis Lieutenant Logsdon	Jennifer Prossick Shawn Sauro Stacy Housworth Noel Terwilliger Investigator Brown	Craig Patrick Jennifer DeMonstoy Yvonne Erway Brooks Baker Deputy Saltsman
Legislators:	Kelly Fitzpatrick Nick Pelham Robert Nichols	Gary Swackhamer Shannon Logsdon	Carol Ferratella Hilda Lando	K. Michael Hanna James Kuhl
Other:	Mary Perham	Natalie Abruzzo	WLEA	
Absent:	Wendy Lozo			

I. CALL TO ORDER

The meeting was called to order by Mr. Horton at 9:04 a.m. He asked Mr. Potter to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JUNE 3, 2024, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Defender

1. **Grants** – Mr. Sauro requested authorization to accept the 2023/2024 Aid to Defense for Discovery Reform Grant and the Aid to Defense Supplemental Grant, both in the amount of \$235,960. These deal with helping to offset the services related to discovery reform occurring on or after 2023. In the past, Aid to Defense for Discovery has always been a small grant. The Supplemental grant was just introduced and it's a block grant. Many counties have already received the check. He believes there's some interesting things we can do with these funds, including purchasing the Justice Text program.

Mr. Wheeler stated he anticipates that once this funding is in the State Budget, it is tough for them to take it out but if there's one bad budget year, they could remove it. Mr. Sauro indicated he believes it will continue.

Mr. Van Etten stated this covers expenses back to April 2023, but you indicated you might purchase something with the funds? Mr. Sauro stated he had already started looking at Justice Text and had budgeted for it. This money wasn't anticipated, so he thinks it would be tricky to go back and see what items were considered a discovery expense in the previous year.

MOTION: ACCEPTING THE AID TO DEFENSE FOR DISCOVERY REFORM GRANT IN THE AMOUNT OF \$235,960 AND THE AID TO DEFENSE – SUPPLEMENTAL GRANT IN THE AMOUNT OF \$235,960 FROM THE NYS DIVISION OF CRIMINAL JUSTICE SERVICES MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

B. Sheriff

1. **Commendations** – Sheriff Allard called forward Lieutenant Logsdon, Investigator Brown, Deputy Saltsman and Deputy Butler. Also being recognized today is Lieutenant Kennedy, who was unable to be present today.

Sheriff Allard stated you may all recall the incident regarding the woman who was accused of murdering her 3 roommates in Virginia. There was a big manhunt for her coming towards Steuben County and the information they were receiving indicated the person was armed and dangerous.

Lt. Brian Logsdon was alerted by New York State Police of a pursuit of the subject initiated in Allegany County approaching Steuben on I-86. Lt. Logsdon then deployed deputies Joseph Saltsman and Matthew Butler at strategic locations on I-86 with tire deflation devices, which caused the vehicle to exit the highway and come to a stop. Upon crashing, she laid down on the front seat of the vehicle with nothing in her hands and was the sole occupant of the vehicle. Lt. Logsdon then set up units in a perimeter and contacted Lt. Chris Kennedy for a SWAT response, which included the use of a drone to gather information on the driver of the vehicle. County Inv. Brandon Brown, a member of the SWAT team, detailed an extraction plan to safely remove the operator, which included approaching the vehicle utilizing a ballistic shield and a distraction device, and safely took the operator from the vehicle and into custody. A pistol was recovered from the interior of the vehicle near the suspect's position. The suspect was then turned over to the New York State Police as the initiating agency. Sheriff Allard commended the men for their professionalism, leadership and service. He stated he often speaks about how professional training tactics and tools make the difference. This is an example of it. He commended them all, indicating they displayed a quick and effective evaluation, stopped a fleeing person and took them into custody without incident and minor injuries. *Congratulations!*

Sheriff Allard stated he would also like to present a commendation to Undersheriff McNelis. In the first 6 months of this year he has successfully brought in over \$1.2 million in grants to the Sheriff's Office. The grants not only serve the Sheriff's Office, but every police department in the county, and regional agencies as well. These grants were not previously established; they were received as a result of the Undersheriff's ingenuity, communication and research abilities. The Undersheriff was essential in the department's four-year effort to develop the "Emilee's Challenge" trailer, used to deter not only intoxicated driving, but also the decision to ride with an intoxicated, impaired or distracted driver.

The Undersheriff's accomplishments, as well as his oversight of a recent homicide investigation and his daily duties and responsibilities, only begin to give the full picture of his commitment and professionalism as a leader. Sheriff Allard stated Undersheriff McNellis successfully completes every task assigned to him and engages in multiple extra projects which have a positive affect not only on our Office, but all of Steuben County. Thank you for your continued professionalism, integrity, leadership and service to the citizens of Steuben County. *Congratulations!*

2. **DCJS Law Enforcement Grant** – Sheriff Allard requested authorization to accept \$601,102 in grant funds from the Division of Criminal Justice Services for a countywide records management system for policing in Steuben County. Ever since the Emergency Services Office purchased the Tyler Technologies CAD system, we've been discussing a similar system for policing. Undersheriff McNelis requested a grant from DCJS for this purpose, and it was awarded. Currently the systems used by the Cities of Hornell and Corning police departments aren't supported. Additionally, the Canisteo, Hammondsport, Painted Post and Addison Village police departments are all on the SJS platform and are no longer supported by the state. We have these agencies without the ability to purchase a new program and their information isn't accessible by other police agencies. This funding will provide them all with this system and they'll only be responsible for the annual maintenance. He requested authorization to accept and appropriate this funding to a capital project to be used for this purpose.

Mrs. Lando asked how much will the annual maintenance cost? Sheriff Allard stated the cost is per license, so it depends on how many users they wish to have access to the program.

MOTION: ACCEPTING THE DCJS LAW ENFORCEMENT GRANT IN THE AMOUNT OF \$601,102 FOR A COUNTYWIDE POLICE RECORDS MANAGEMENT SYSTEM AND APPROPRIATING THE SAME TO A CAPITAL PROJECT FOR THIS PURPOSE MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Budget Adjustment** – Sheriff Allard stated there were funds remaining after purchasing the body scanner. He requested authorization to transfer \$20,000 from the Major Equipment line to Minor Equipment to purchase pistol sights and holsters for the Glocks.

MOTION: AUTHORIZING THE TRANSFER OF \$20,000 FROM THE JAIL MAJOR EQUIPMENT LINE TO THE SHERIFF’S MINOR EQUIPMENT LINE TO PURCHASE PISTOL SITES AND HOLSTERS FOR THE NEW GLOCKS MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Donations** – Sheriff Allard requested authorization to accept a \$6,000 donation from the Sheriff’s Foundation to obtain supervisor training for every Sergeant and Lieutenant in the organization. He also requested authorization to accept \$50 from a Corning Police Department Dispatcher for the K-9 account.

MOTION: ACCEPTING A \$6,000 DONATION FROM THE SHERIFF’S FOUNDATION TO BE USED FOR SUPERVISOR TRAINING AND A \$50 DONATION FROM A PRIVATE INDIVIDUAL FOR THE K-9 PROGRAM MADE BY MR. VAN ETTEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **School Resource Officer Contracts Renewals** – Sheriff Allard requested authorization to renew the School Resource Officer contracts with the school districts. Mr. Tobia asked do all the schools in the county have SRO’s? Sheriff Allard stated yes, but they are not all full time and not all of them are provided by the County. Our stance is if the local police department can provide the service, please do. Mr. Van Etten asked, has the dollar amount changed? Sheriff Allard stated we wanted to raise it this year but with all the state aid issues for the schools, we decided it wasn’t a good idea at this time. Mr. Potter stated Jasper Troupsburg has one SRO, but they share it between the elementary and high school, and that’s a concern because the buildings are 8 miles apart. Sheriff Allard stated the school district wants another one, but we don’t have the staff to provide it. We have 20 SRO’s right now.

MOTION: AUTHORIZING THE RENEWAL OF THE SCHOOL RESOURCE OFFICER CONTRACTS BETWEEN THE SHERIFF’S OFFICE AND VARIOUS SCHOOL DISTRICTS THROUGHOUT STEUBEN COUNTY MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Hornell Police Department Transfer** – Sheriff Allard requested authorization to pay \$16,327 to the City of Hornell for an employee transfer. We have an agreement with local police agencies that if there is a lateral transfer between agencies within 3 years of the employee completing academy training, the agency losing the employee can be reimbursed a portion of their training costs. The City of Hornell sent us a bill for that fully trained deputy.

Mr. Van Etten stated he doesn’t remember this ever occurring since he’s been here. Have we been paid when our people leave? Sheriff Allard stated yes.

MOTION: AUTHORIZING THE PAYMENT OF \$16,327 TO THE CITY OF HORNELL FOR A LATERAL TRANSFER OF A HORNELL POLICE OFFICER TO THE COUNTY SHERIFF’S OFFICE MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Aged Invoice Payment** – Sheriff Allard stated we have Tyler Technologies Softcode in the Civil Office and for the past three years they’ve been sending the bill for the maintenance contract to the Finance Office and we never received it in our office. He believes it was sent to Finance because Tyler Technologies also provides the County’s MUNIS program. He requested authorization to transfer \$19,608.03 from the salaries/wages line to the maintenance line to pay for three years of maintenance on this program. Mr. Van Etten asked if they were ever paid by Finance for this maintenance? Sheriff Allard stated no.

MOTION: AUTHORIZING THE TRANSFER OF \$19,608.03 FROM THE SALARIES/WAGES LINE TO THE MAINTENANCE LINE TO COVER THE AGED INVOICE FROM TYLER TECHNOLOGIES FOR THE CIVIL OFFICE SOFTCODE PROGRAM MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Emergency Services/E911

1. **Wilmac Annual Maintenance Correction** – Mr. Marshall stated Wilmac made an error on the quote they gave us for the annual maintenance. The quote was for \$29,020 and the correct amount is \$34,120; the money is budgeted.

MOTION: CORRECTING THE AMOUNT OF THE ANNUAL MAINTENANCE CONTRACT WITH WILMAC FROM \$29,020 TO \$34,120 MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Intrado Contract** – Mr. Marshall stated this is for our phone service. We are in year 3 of a 7-year contract. He requested authorization to extend the contract for \$42,693.85. The money has been budgeted.

MOTION: EXTENDING THE CONTRACT WITH INTRADO FOR \$42,693.85 MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Tyler Change Order** – Mr. Marshall stated this is for the CAD project. He requested approval of a change order in the amount of \$29,000 for retention of our premise data (archives). This process would bring those records over so it is part of the Tyler CAD. This funding would come from the capital project.

MOTION: APPROVING A CHANGE ORDER FOR \$29,000 FROM TYLER TECHNOLOGIES FOR THE CAD PROJECT (ARCHIVES) TO BE PAID FOR FROM THE CAD CAPITAL PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Budget Transfer** – Mr. Marshall stated they need to purchase 8 tablets for the EMT’s to use as part of their charting. He requested authorization to transfer \$11,500 from unspecified fringe benefits to the minor equipment line within the EMS budget.

MOTION: AUTHORIZING THE TRANSFER OF \$11,500 FROM THE UNSPECIFIED FRINGE BENEFITS LINE TO THE MINOR EQUIPMENT LINE WITHIN THE EMS BUDGET TO BE USED FOR THE PURCHASE OF 8 TABLET MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Budget Transfer – Vehicle** – Mr. Marshall stated we need an additional \$5,000 to complete the purchase of the Ford Expedition. He requested authorization to transfer it from fringe benefits unspecified to major equipment.

MOTION: AUTHORIZING THE TRANSFER OF \$5,000 FROM THE FRINGE BENEFITS UNSPECIFIED LINE ITEM TO THE MAJOR EQUIPMENT LINE ITEM WITHIN THE EMS BUDGET TO COVER THE DIFFERENCE IN THE ORIGINAL EMS VEHICLE QUOTE MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Horton stated the County Magistrates Association toured the 911 center and were extremely impressed. If you haven’t toured the facility yet, you really should.

Mr. Potter asked, is EMS up and running? Mr. Marshall stated the DOH will be here this morning to inspect the vehicles so hopefully we'll be up and running this afternoon. He noted Mr. Rossettie has done an excellent job getting this program going.

D. Personnel Officer

1. **Public Defender** – Mr. Alderman stated they are requesting authorization to reclassify an Assistant Public Defender to Senior Assistant Public Defender. Mr. Sauro stated he has been coming to you for many months about this leadership program, Gideon's Promise, which is an intensive 2-week program. He's heavily invested in this and it is transformative of what we can do to bring our department to another level. He has been running with 2 Senior Assistant Public Defenders and now he only has one. Due to his attempts to implement the teachings from Gideon's Promise, he would like another Senior Assistant on the criminal side to provide more training and education to our attorneys. We have new people coming in and they need mentorship. He also needs help collecting and coordinating the statistical reports that go back to the state.

MOTION: RECLASSIFYING AN ASSISTANT PUBLIC DEFENDER POSITION TO SENIOR ASSISTANT PUBLIC DEFENDER, MANAGEMENT GRADE K MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

IV. NEW BUSINESS

A. District Attorney – Mr. Baker stated he just returned from the NYSDA's conference and at the board of directors meeting, they had people from DCJS and the Governor's Office speak with us about working with the NYSP to prosecute the sticker stores as soon as possible. He stated he doesn't know where we are at with the local law process but he wanted to let you know that.

Mr. Potter commented the state dragged their feet on this for years and now they want us to put a rush on it. It's very frustrating.

MOTION TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS LAW §105.1.H. ACQUISITION OF REAL PROPERTY MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVEN IN REGULAR SESSION MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION TO ADJOURN MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully submitted by,
Brenda K. Scotchmer
Clerk of the Legislature

**NEXT MEETING SCHEDULED FOR
Monday, August 5, 2024
9:00 a.m.**

**Please send agenda items to the
Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, July 29, 2024**

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Special Meeting

Monday, July 22, 2024

9:40 a.m.

Legislative Chambers, 3rd Floor, Annex Building

Bath, New York

****MINUTES****

COMMITTEE: Jeffrey P. Horton, Chair Frederick G. Potter, Vice Chair (Zoom) Wendy Lozo
Joseph Tobia Scott J. Van Etten

STAFF: Jack K. Wheeler Christopher Brewer Jennifer Prossick
Brenda Scotchmer Tim Marshall

LEGISLATORS: Kelly H. Fitzpatrick James Kuhl Carol A. Ferratella
K. Michael Hanna Hilda T. Lando Shannon Logsdon
Robert V. Nichols Nicholas D. Pelham Brian C. Schu
William Thew

OTHERS: Mary Perham Natalie Abruzzo

Secretary's Note: Legislator Potter attending via Zoom under the extraordinary circumstance exemption.

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:40 a.m.

II. GENERAL BUSINESS

A. Emergency Services / E-911

1. **Contract** – Mr. Marshall requested the committee ratify a contract with Guthrie for ambulance service pharmaceuticals.

MOTION: RATIFYING A CONTRACT BETWEEN THE OFFICE OF EMERGENCY SERVICES / E-911 AND GUTHRIE FOR AMBULANCE SERVICE PHARMACEUTICALS MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MRS. LOZO. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEUBEN COUNTY AGRICULTURE, INDUSTRY & PLANNING COMMITTEE**

Joint Special Meeting

Monday, July 22, 2024

9:40 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

PS&C

COMMITTEE: Jeffrey P. Horton, Chair Frederick G. Potter, Vice Chair (Zoom) Wendy Lozo
Joseph Tobia Scott J. Van Etten

FINANCE

COMMITTEE: Scott J. Van Etten, Chair Jeffrey P. Horton Robert V. Nichols
William Thew

STAFF: Jack K. Wheeler Christopher Brewer Jennifer Prossick
Brenda Scotchmer Tim Marshall

LEGISLATORS: Kelly H. Fitzpatrick James Kuhl Carol A. Ferratella
K. Michael Hanna Hilda T. Lando Shannon Logsdon
Nicholas D. Pelham Brian C. Schu

ABSENT: Gary D. Swackhamer, Vice Chair

OTHERS: Mary Perham Natalie Abruzzo

Secretary's Note: Legislator Potter attended via Zoom under extraordinary circumstance exemption.

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:45 a.m.

II. GENERAL BUSINESS

A. County Manager

1. **Local Law Tentatively No. Two of 2024 – Relative to Cannabis** – Mr. Wheeler stated Ms. Prossick did an outstanding job drafting this proposed local law. We sent this draft to the Office of Cannabis Management (OCM) and their comment to us was they thought everything looked in order. If you adopt this, we would be on the cutting edge as there are not many counties that are this far ahead in the process. OCM indicated that it would be August before they would get their draft model local law out, but our draft seems to be in order.

Mr. Wheeler explained the process is to present the local law as drafted this month, with a Public Hearing to be held at the August meeting and final adoption.

Mr. Tobia asked who is overseeing the criminal part? Ms. Prossick stated there really is no criminal part, and that is being addressed toward the end of the local law. The process will be we notify a business that they need to shut down and stop doing what they are doing. Weights & Measures will go and check on the business in 10 days and if it still is not shut down, then we will go to court to get a court order to shut the business down. That is the point when the criminal aspect could potentially start. The local law gives

the business the opportunity to close down on their own. If they do not, then the court gets involved, and if after that they still don't shut down, then law enforcement is involved.

Mr. Tobia asked when law enforcement is involved, will that be the Sheriff? Ms. Prossick stated it depends on where the business is. It could be a local municipality, the Sheriff or the State Police. We have drafted the local law in a way where you could have any or all.

Mr. Wheeler stated Weights & Measures will be conducting the inspections and is willing to take that on. That is a civil process. If when inspected, they are found not to be compliant, then those fines will be the hammer; the fines are \$10,000 per day if there is a violation. Ms. Prossick stated there is a coordination aspect to all of this as we have to include OCM. We have to let OCM know before we proceed.

Mr. Tobia asked didn't the Sheriff indicate that he wanted to take control over this? Mr. Wheeler stated the draft local law we were sent had the Sheriff's Office in control of that. OCM has stated that the local law that the Sheriff's Association drafted was "very heavy-handed in law enforcement, and this is a civil process". Mr. Wheeler stated the Sheriff's Office does not do civil inspections. We have to view this as a health inspection; this is a civil inspection to determine if they are operating legally. Ms. Prossick stated this is just not something the Sheriff does. This function is very parallel to what Weights & Measures already does. Mr. Wheeler stated that he has posed the question on his list serve to see if any county has designated the Sheriff and he has not received any responses. Most counties are designating code enforcement or their health department for this purpose.

Ms. Fitzpatrick stated if Weights & Measures has the ability to go in and inspect, and finds they are not operating legally, then this opens the door to starting the court process. Mr. Tobia stated he agrees that Weights & Measures should do the inspections, but my thought is the Sheriff wants to take ownership of the criminal aspect, rather than having the local police departments. There is a gray area when you say there is coordination between OCM, etc. Could we specify in the local law that the Sheriff is the law enforcement agency? Ms. Prossick replied that would pigeonhole us. We left it general. Mr. Wheeler commented there could be an instance where OCM would want the State Police to go in. Mr. Horton stated he thinks it would make it quicker to have the Sheriff be the responding agency. Mr. Tobia asked why would we put this on the local police departments when the Sheriff is willing to do it? Ms. Prossick stated the City of Corning and the City of Hornell could preempt us with their own local law if they choose.

Mrs. Lando asked where does the District Attorney fit into this process? Ms. Prossick stated if after every effort has been made to encourage the business to be in compliance, but it is closed and padlocked, then the District Attorney is notified. They are also notified if the padlock is broken.

Mr. Kuhl commented if there were conditions, for example the potential sale of products to a minor is witnessed, or weapons or anything like that; those could be referred by Weights & Measures to the Sheriff's Office or the District Attorney. If you put law enforcement in the position of doing the inspections and then they see a crime; they are in there for a civil reason, but they need probable cause and saw it for themselves. You then put law enforcement in a bad position of being the arresting agency and then you have to use affidavits because they used the civil law as a prerequisite to gain entry. If Weights & Measures does the inspection and they see something, they can then do an affidavit for the Sheriff's Office and/or the District Attorney, who can then get a warrant because there is probable cause with an eyewitness and law enforcement is then not tangled up being an eyewitness.

Mrs. Lando stated she read somewhere that OCM will be targeting the owners of the property. Do we have anything in our local law about the property owners? Ms. Prossick stated there are new laws with regard to evictions. If the business is a tenant of the property, then you can go after the landlord. That is in Real Property Law, Article 7. The State has amended that so you can go after the owner if they are not

doing their job and we have some sort of finding against a tenant. The owner of the property also then gets fined as well as the tenant.

Mr. Van Etten stated there is a distinction between civil law and criminal law. This proposed local law is civil, and what we had been told previously does not fit this type of law. Because it is civil law, that then needs to be handled by Weights & Measures. He asked, is Weights & Measures comfortable doing this? Mr. Wheeler replied yes. We had a lengthy discussion with Weights & Measures, and they can take it on. At the moment, we are just talking about a handful of these stores.

Mr. Kuhl stated there are other pieces that go along with this. It is not just the local law. We need to be able to respond right away to the submittal of a complaint. Mr. Wheeler and Ms. Prossick have already taken the steps of getting the mechanisms in place for how a County resident can submit a suspicious store for investigation. Is there training or other information that OCM that can be made available to Weights & Measures by OCM? Mr. Wheeler stated yes. Mr. Kuhl stated things have already been started and are underway. It is on us to say the local law is going to do what we want, which is eventually to shut down those stores without a license. This will be the way to shut those stores down. He stated that he commends Mr. Wheeler and Ms. Prossick for getting this ready and being the first one in the State.

Mr. Wheeler stated thank you. We are putting the wheels in motion behind the scenes so that if you adopt the local law at the August Legislative Meeting, Weights & Measures will be ready to roll that day. Ms. Prossick stated the biggest roadblock will be the responsiveness of OCM as we have to give them 10 days-notice. The local law will go into effect ten days after adoption. Mr. Wheeler stated they do have a contact name and number at OCM, so if we should have something, we will be able to reach out and give them proper notice.

Mr. Tobia asked could the State change the wording of the local law? Ms. Prossick stated they could. She stated when she drafted the local law, she cut and pasted the language in the statute. About 70 percent of this is their language; I just inserted “county” and “Steuben”.

Mr. Tobia stated for clarification, he just wants to make sure that we don’t just unload all this extra work on our local municipal police departments when we have the Sheriff’s Office saying they want to do it. That is my concern.

MOTION: PRESENTING LOCAL LAW TENTATIVELY NO. TWO FOR THE YEAR 2024, AUTHORIZING REGULATORY INSPECTIONS OF PLACES OF BUSINESS FOR UNLICENSED SALE OR INDIRECT RETAIL SALE OF CANNABIS, CANNABIS PRODUCTS AND/OR ANY PRODUCT MARKETED OR LABELED AS CONTAINING CANNABIS WITHOUT HOLDING THE APPROPRIATE LICENSE MADE BY MR. HANNA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PUBLIC SAFETY & CORRECTIONS AND 4-0 AIP.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PUBLIC SAFETY & CORRECTIONS AND 4-0 AIP.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

MOTION: AWARDING THE BID FOR THE BOILER REPLACEMENT AT THE JAIL TO THE LOW BIDDER, LMC INDUSTRIAL CONTRACTOR, INC. FOR \$37,925 AND AUTHORIZING THE EXPENDITURE OF SAID AMOUNT FROM THE BOILER REPLACEMENT CAPITAL PROJECT MADE BY MRS. LOZO. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Body Scanner Service and Inspection Agreement** – Major Sutton requested authorization to enter into a contract with Upstate Medical Physics for the acceptance survey and inspection of the body scanner. We are required to have a yearly evaluation of the machine and that can only be done by a licensed physicist. Once the machine is evaluated, it will be certified and then we will get the training on the use of the machine and will be able to start using it. This is a five-year agreement with an annual cost of \$1,380. Mr. Potter asked is this budgeted? Mr. Wheeler replied it is not in a line item, but there is enough within the Jail budget to cover this.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A FIVE-YEAR CONTRACT WITH UPSTATE MEDICAL PHYSICS FOR THE ACCEPTANCE SURVEY AND INSPECTION OF THE JAIL BODY SCANNER FOR AN ANNUAL COST OF \$1,380 MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Jail Garden** – Mrs. Lando thanked Major Sutton for the assistance with providing 300 pounds of fresh produce to the Food Pantry.

B. Emergency Services / E-911

1. **DLan Maintenance Agreement** – Mr. Marshall requested authorization to renew the DLAN maintenance agreement. This is for the disaster planning software used at the EOC. This is a multi-year contract, and the annual cost is \$18,912.61 and is funded by Homeland Security grant funds.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE DLAN MAINTENANCE AGREEMENT FOR ONE YEAR FOR AN ANNUAL COST OF \$18,912.61 SAID COST TO BE PAID FOR BY HOMELAND SECURITY GRANT FUNDS MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **NetMotion Contract Renewal** – Mr. Marshall requested authorization to renew the NetMotion subscription. This is the software for the mobile devices that are on the 911 CAD system. The annual cost is \$20,595.60.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE NETMOTION SUBSCRIPTION FOR ONE YEAR FOR AN ANNUAL COST OF \$20,595.60 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Eagleview Pictometry Contract Renewal** – Mr. Marshall requested authorization to renew the Eagleview Pictometry contract for one year for an annual cost of \$8,290. Mr. Van Etten asked where are we in the three-year cycle? Mr. Marshall replied we are currently in year two and we will be recommending next year, as that will be year 3, that we do a flight either in the spring or the fall. That is where the big costs come in; when we do the flights.

Mr. Wheeler explained the flights will be multiple hundreds of thousands of dollars. The company will do fly overs and they give us very detailed views of the County. These images are used for 911, Real Property, and law enforcement. We routinely do flights every three years. Mr. Van Etten asked is that cost normally around \$350,000? Mr. Wheeler replied yes. We will need to get quotes from them and determine the best way to budget. Either we spread the cost over the three-year contract, or we pay a larger sum in year 1 and then the cost decreases over the next 2 years. Mr. Marshall commented we also look at the size of the imagery as that has an effect on the cost.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE EAGLEVIEW PICTOMETRY CONTRACT FOR ONE YEAR FOR AN ANNUAL COST OF \$8,290 MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Acceptance of Hazard Mitigation Grant** – Mr. Marshall requested authorization to accept the Federal Hazard Mitigation Grant Program award in the amount of \$150,000. We are on a five-year plan cycle, and it is time to update our plan. These funds are to be used toward that planning process. This is a 75 – 25 match with the County’s contribution being \$37,500. He explained typically we do in-kind services, and we include the municipalities and STC. With those in-kind services we can usually cover the 25 percent match. The federal portion of this will be \$112,500 and we can use those funds for contract services to have a consultant come in and do the planning. The hazard mitigation plan is a 500-page document that includes the majority of municipalities within the county. Only the county can write the plan, however, this plan allows the participating municipalities to be eligible for FEMA hazard mitigation grants. Mr. Potter asked do the towns have an opportunity to provide input? Mr. Marshall replied yes, and they have to be included and documented in the plan. Some municipalities do not participate as they do not have the 25 percent match for projects.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO ACCEPT THE FEDERAL HAZARD MITIGATION GRANT PROGRAM AWARD IN THE AMOUNT OF \$150,000 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **EMS Activity** – Mr. Marshall gave a brief report on EMS activity for the month of July. The NYS Department of Health certified the County EMS on July 1st, and we went into service on July 2nd. We responded to a total of 29 calls; 8 calls in Woodhull and the remaining were mutual aid calls. The ALS Paramedic unit ran 92 calls for the month of July. He stated that Brandon Rossettie ran 18 calls during the month. This has definitely made an impact. We also had a Deputy Sheriff who responded to five calls. We have received positive feedback from both the first responders and the community.

Mr. Horton asked that Mr. Marshall provide a monthly or bi-monthly report to the committee. Mr. Potter stated he has received positive feedback, and this is greatly appreciated; especially in my area.

Mrs. Ferratella asked is our billing for EMS services comparable to AMR? Mr. Marshall replied we do have a billing company. I don’t have the difference between what we are billing versus what AMR is billing, but we are comparable to the nationwide average.

Mr. Van Etten asked has there been any confusion with the residents with the new system? Mr. Marshall stated not that he has heard. Overall things are working very well. The 911 dispatchers have been advised to call the closest unit.

6. **NYSEG Auto Meters** – Mr. Swackhamer asked will the new auto meters that NYSEG is installing interfere with our radio system? Mr. Marshall replied no. The new meters will make things much better as they will be able to provide better information about how many customers are affected during outages. Most of our system runs on fiber with a microwave backup.

C. Probation

1. **Contract** – Mr. Pomplas stated he was made aware that they renewed a contract, however, it was never vetted through committee. We have a contract with Alcohol Monitoring Systems which provides ankle monitoring and GPS monitoring for offenders. We have had a contract with them since 2011. The contract is a fee for services. The initial monitoring units were purchased from a grant through the court system. We have also received funding from the Public Defender. Currently we have 12 alcohol monitors and 20 GPS monitors. Mr. Horton asked what is the contract term? Mr. Pomplas stated this is a three-year renewal. This operates at very little cost to the County.

MOTION: AUTHORIZING THE INTERIM DIRECTOR OF PROBATION TO RENEW THE CONTRACT WITH ALCOHOL MONITORING SERVICES FOR THREE YEARS UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Personnel

1. **Public Defender**

Ms. DeMonstoy requested authorization to create one full-time Senior Assistant Public Defender position, Management Grade K.

Mr. Sauro explained under the new contracts 6, 7, and 8, Indigent Legal Services (ILS) has concluded that in order to ensure that we are under the model caseload cap that we create these additional two positions. This comes at a good time as I will have all positions filled in both bureaus. We have enough money for the senior position if I can get someone with enough experience. If not, then we will downgrade the position to a regular Public Defender.

MOTION: AUTHORIZING THE CREATION OF ONE FULL-TIME SENIOR ASSISTANT PUBLIC DEFENDER POSITION, MANAGEMENT GRADE K, IN THE PUBLIC DEFENDER'S OFFICE MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Ms. DeMonstoy requested authorization to create one part-time Assistant Public Defender position, Management Grade J.

MOTION: AUTHORIZING THE CREATION OF ONE FULL TIME ASSISTANT PUBLIC DEFENDER POSITION, MANAGEMENT GRADE J, IN THE PUBLIC DEFENDER'S OFFICE MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Ms. DeMonstoy requested authorization to reclassify one vacant Assistant Public Defender position, Management Grade J to a Senior Assistant Public Defender position, Management Grade K. Mr. Sauro commented this is another position that will be covered by the caseload reduction grant. He noted he does have a candidate for this position.

MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE VACANT ASSISTANT PUBLIC DEFENDER POSITION, MANAGEMENT GRADE J, TO A SENIOR ASSISTANT PUBLIC DEFENDER POSITION, MANAGEMENT GRADE K IN THE PUBLIC DEFENDER'S OFFICE MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

IV. NEW BUSINESS

A. *Public Defender's Office Recognition* - Mr. Sauro stated last year our office received an award at the NYS Defender's Annual Conference and this year he is pleased to announce that First Assistant Public Defender, Casey Rogers, received a Kevin M. Anderson Memorial Award. This award is presented to an attorney who has been in practice less than 15 years, who practices in public defense and who exemplifies the sense of justice, determination and compassion that were the hallmarks of its namesake. Mr. Sauro stated the State is acknowledging what we are doing, and he is very proud her and his team. He also thanked Mary Perham for putting together a lovely piece about what his office is doing.

B. *Cannabis* – Mr. Van Etten stated on the front page of *The Leader*, there is an article regarding cannabis shops that have been shut down in the Southern Tier. The State is actively shutting these down and have shut down 230 upstate, for a total of 1,000. In our area, they recently shut down one shop in Alfred, one in Watkins Glen and two in Horseheads. The Governor launched a task force led by New York State Police, and that is a statewide effort to coordinate staff from several agencies to combat the illegal cannabis market. He

asked, are we involved in that? Mr. Wheeler stated he is not sure. We have had email communications, and he believes that the Sheriff and the DA were involved with that; where we had essentially two options. The first is the civil law; the local law. The second is the task force the State created under the budget and that is the one where the Office of Cannabis Management (OCM) is the regulatory agency and they, along with others, go out and do the inspections and determine if they are licensed. OCM is taking referrals, so if anyone has an address of an illegal shop, please send that to me and I will forward it to OCM.

MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
****PLEASE NOTE CHANGE**Tuesday, September 3, 2024**PLEASE NOTE CHANGE****
9:00 a.m.

**Please send agenda items to the
Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, August 26, 2024**

**STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE**

Special Joint Meeting

Monday, August 26, 2024

9:50 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

PS&C

COMMITTEE: Jeffrey P. Horton, Chair Frederick G. Potter Wendy Lozo
Scott J. Van Etten Nicholas D. Pelham

FINANCE

COMMITTEE: Scott J. Van Etten, Chair Jeffrey P. Horton Robert V. Nichols
William Thew

STAFF:

Jack K. Wheeler Christopher Brewer Craig Patrick
Brenda Scotchmer Rochelle Casselbury Andy Barbados

LEGISLATORS:

Kelly H. Fitzpatrick Carol A. Ferratella K. Michael Hanna
James Kuhl Hilda T. Lando Shannon Logsdon
Brian C. Schu Joe Tobia Paul E. Van Caesele

ABSENT:

Gary D. Swackhamer, Vice Chair

OTHERS:

Natalie Abruzzo, WSKG
Brian O’Neil, WLEA (Zoom)

I. CALL TO ORDER

Mr. Van Etten called the meeting to order at 9:50 a.m.

II. GENERAL BUSINESS

A. Emergency Services / E-911

1. **Establishing a Reserve Fund** – Mr. Marshall requested authorization to establish a reserve fund for the acceptance of funds relative to the transfer of the Hammondspport Ambulance to the County.

MOTION: AUTHORIZING THE ESTABLISHMENT OF A RESERVE FUND RELATIVE TO THE TRANSFER OF THE HAMMONDSPORT AMBULANCE TO THE COUNTY MADE BY MR. HORTON. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 4-0 FINANCE. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 4-0 FINANCE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Tuesday, September 3, 2024

9:00 a.m.

Legislative Chambers

Annex Building

Bath, NY 14810

MINUTES

Committee: Frederick Potter, Vice Chair Wendy Lozo Joseph Tobia Scott Van Etten

Legislators: Gary Swackhamer Carol Ferratella Nick Pelham Shannon Logsdon
Mike Hanna James Kuhl Hilda Lando Robert Nichols

Staff: Jack Wheeler Christopher Brewer Tim Marshall Jennifer DeMonstoy
Lindsay Rice Rochelle Casselbury Shawn Sauro Noel Terwilliger
Nathan Alderman Joan Merry Craig Patrick Craig Pomplas

Other: Natalie Abruzzo

Absent: Jeffrey Horton, Chair

I. CALL TO ORDER

Vice Chair Potter called the meeting to order at 9:00 a.m. and asked Mr. Tobia to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE AUGUST 5 AND AUGUST 26, 2024, MEETINGS MADE BY MRS. LOZO. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. District Attorney

1. **Paralegal Training Contract** – Mr. Terwilliger requested authorization to contract for paralegal training with Finger Lakes Paralegal Services. We've lost experienced staff, and we need someone to provide training in paralegal services. We solicited quotes, and they came in lowest at \$85/hour for individuals we train. This would be a one-year contract renewable for up to 3 years.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY'S OFFICE TO CONTRACT WITH FINGER LAKES PARALEGAL SERVICES TO PROVIDE PARALEGAL TRAINING FOR \$85/HOUR FOR ONE YEAR, RENEWABLE FOR UP TO THREE YEARS MADE BY MR. VAN ETEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Public Defender

1. **Investigation Services Contract** – Mr. Sauro requested authorization to renew the contract with Sands Investigations. The rates are reasonable and it's the first year he's asked for an increase of \$5/hour, bringing the cost to \$75 per hour. This would be a two-year contract. Mr. Tobia asked how long have you been contracting with them? Mr. Sauro stated this will be the third year. Mr. Van Etten asked what's the total spend on this contract? Mr. Sauro stated it will be around \$30,000 this year and there's more than enough in the Hurrell-Harring budget to cover the expense.

MOTION: AUTHORIZING THE PUBLIC DEFENDER'S OFFICE TO CONTRACT WITH SANDS INVESTIGATIONS FOR TWO YEARS TO PROVIDE INVESTIGATION SERVICES AT A COST OF \$75/HOUR MADE BY MR. VAN ETTEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Public Defense Case Management System** – Mr. Sauro requested authorization to extend the annual maintenance and software support agreement for the Public Defense Case Management System with the New York State Defender's Association. The cost is \$10,000 total and the system collects all of our data for criminal and family court cases for our reporting to the state. It is critical to our operations. He also budgeted for the system to send a text to our clients in advance of appearances for one cent per text. It is a nice service for the price. Mr. Potter asked what if someone doesn't have texting capability? Mr. Sauro stated most individuals in some way have a cell phone. The real trick is getting them to let us know when they've changed numbers. On average, though, it's a nice addendum.

MOTION: AUTHORIZING THE PUBLIC DEFENDER'S OFFICE TO EXTEND THE ANNUAL MAINTENANCE AND SOFTWARE SUPPORT AGREEMENT FOR THE PUBLIC DEFENSE CASE MANAGEMENT SYSTEM WITH THE NEW YORK STATE DEFENDER'S ASSOCIATION FOR A TOTAL COST OF \$10,000 MADE BY MRS. LOZO. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Sheriff's Office

1. **Tyler Technologies Contract** – Mr. Brewer stated this item pertains to the budget transfer this committee authorized a couple months ago to cover maintenance invoices that weren't billed for four years. When they were submitted for payment, the Auditor flagged it as there was no contract on file. This software was approved in the 2020 budget, and we are looking to approve/renew that contract from 2020 through 2024.

MOTION: APPROVING THE INITIAL 2020 CONTRACT WITH TYLER TECHNOLOGIES AND SUBSEQUENT ANNUAL MAINTENANCE RENEWALS FROM 2021 THROUGH 2024 MADE BY MRS. LOZO. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **TriTech/Impact** – Mr. Brewer stated this is the RMS/CAD system Sheriff's office uses. When they attempted to pay the bill, the contract had expired so they are looking to renew the contract through July 2025. It is approximately \$10,000 for the annual maintenance.

MOTION: AUTHORIZING THE ANNUAL RENEWAL OF THE TRITECH/IMPACT MAINTENANCE CONTRACT WITH THE SHERIFF'S OFFICE FOR UP TO \$10,000 MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Emergency Services/E-911

1. **NICE Inform Upgrade** – Mr. Marshall requested approval of an upgrade to the NICE recording system as a means to assist with the discovery process. This software will tie the recordings with the physical record for the CAD system. The way we currently handle this process is very time consuming, so we'd like to do this upgrade. There's funding in the budget and the cost is \$79,112. Mr. Van Etten asked this is a new expense? Mr. Marshall stated correct. Mr. Wheeler stated it is hard to quantify how much staff time it will save. This software will tie the correct media to the correct case and save a significant amount of time.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO PURCHASE AN UPGRADE TO THE NICE INFORM RECORDING SYSTEM FROM WILMAC TECHNOLOGIES FOR \$79,112 MADE BY MR. TOBIA. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Burn Building Bid** – Mr. Marshall stated they put the burn building back out for bid and received two responses. One fell within budget and one was much higher than the budgeted amount. The

one that came within the budget however, didn't include all of the items within the specifications of the bid. Therefore, he would like to reject this bid and rebid.

MOTION: REJECTING THE BURN BUILDING BID AND AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO REBID MADE BY MR. VAN ETTEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **ALS Intercept Agreement** – Mr. Marshall stated now that we are moving forward with our EMS project, we need to have an ALS intercept agreement in place for our paramedic fly car. Currently the transporting agency is the only one who can bill for services, so we need this in order for our fly car to be able to receive funds. He requested authorization to enter into an agreement with the ambulance corps for this purpose. Mr. Potter stated if we have a paramedic on the rig already, why do they have to transfer to ALS? Mr. Marshall stated our medic would be jumping on their rig to provide the services, but we can't bill for that, only the ambulance can bill for it.

Mr. Van Etten asked are the agencies willing to do this? Mr. Marshall stated it's standard procedure. It's beneficial for both agencies to have the agreement.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO AN ALS INTERCEPT AGREEMENT WITH THE AMBULANCE CORPS LOCATED WITHIN STEUBEN COUNTY MADE BY MRS. LOZO. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
Resolution Required.

4. **Drug Overdose Report Reimbursement Program** – Mr. Marshall stated they recently learned that they receive reimbursement from the state for autopsies involving drug overdoses. He requested authorization to accept this revenue from the NYS Department of Health into the Coroners' budget.

MOTION: ACCEPTING REIMBURSEMENT FROM THE NYS DEPARTMENT OF HEALTH FOR AUTOPSIES INVOLVING DRUG OVERDOSES AND APPROPRIATING THE SAME TO THE CORONERS' BUDGET MADE BY MR. TOBIA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Whitesville Tower** – Mr. Wheeler stated we have an Inter-Municipal agreement with Allegany County for shared services on the Whitesville tower to assist us with communications. The IMA is expiring, and we are looking to renew it for an additional five years.

MOTION: AUTHORIZING AN INTERMUNICIPAL AGREEMENT WITH ALLEGANY COUNTY FOR INTEROPERABLE COMMUNICATIONS MADE BY MR. VAN ETTEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. *Resolution Required.*

E. Personnel

1. **District Attorney's Office**

a. **ADA Trainee Reclassification** – Mr. Alderman stated the District Attorney's Office is requesting a reclassification of the currently filled part-time ADA trainee position to full time. Mr. Terwilliger stated we recruited a law student a couple years ago and he was working as a part-time ADA trainee. That individual has graduated from Penn State Law and has taken the first stage of the bar. We'd like to move him from part time to full time until he passes the bar. Then they'd transition him to a regular ADA position.

MOTION: RECLASSIFYING A CURRENTLY FILLED PART-TIME ADA TRAINEE POSITION TO FULL-TIME ADA TRAINEE WITHIN THE DISTRICT ATTORNEY'S OFFICE MADE BY MR. TOBIA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION TO ADJOURN MADE BY MR. TOBIA. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully submitted by,

Brenda K. Scotchmer
Clerk of the Legislature

**NEXT MEETING SCHEDULED FOR
Monday, October 7, 2024
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, September 30, 2024**

STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, October 7, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE:	Jeffrey P. Horton, Chair Joseph Tobia	Frederick G. Potter, Vice Chair Scott J. Van Etten	Wendy Lozo
STAFF:	Jack K. Wheeler Brenda Scotchmer Craig Pomplas John McNelis Stacy Housworth (Zoom)	Christopher Brewer Rochelle Casselbury Bill Caudill (Zoom) Noel Terwilliger	Craig Patrick Tim Marshall James Allard Mitch Alger
LEGISLATORS:	Kelly H. Fitzpatrick Hilda T. Lando (Zoom) Gary D. Swackhamer	Carol A. Ferratella James Kuhl (Zoom)	K. Michael Hanna (Zoom) Nicholas D. Pelham
OTHERS:	Youth-In-Government Interns (Zoom) Natalie Abruzzo (Zoom)		

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and asked Mr. Pelham to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 3, 2024, MEETING MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. District Attorney's Office

1. **Axon Contract** - Mr. Terwilliger stated Axon is the sole proprietor of software known as evidence.com. This software provides management of digital data related to video footage and electronic evidence. This software will save time managing evidence as well as transcribing electronic evidence. They provide quick upload and download. The annual cost for this software for 2024 is \$34,568.83.

Mr. Wheeler stated they are requesting authorization to enter into a five-year contract with Axon as a sole source provider. There will also be a request for a contingency fund transfer to cover the 2024 cost which is for onboarding and the first year. The costs for the second year are included in the draft budget. Mr. Horton asked will this cost come out of the Traffic Diversion Program? Mr. Wheeler stated probably not. We will be building it into the local cost.

Mr. Van Etten asked what is the projected cost for next year? Mr. Brewer stated it will be \$35,000 - \$36,000. The total five-year cost of the contract is \$187,000. Mr. Potter asked this is not budgeted? Mr. Wheeler stated no. The District Attorney had been receiving this service for free, but because of the amount of data storage needed, it is no longer offered for free. Most agencies utilize this software. The District Attorney's Association is looking at this cost, along with each County. Going forward we will incorporate this cost into the budget.

Mr. Horton asked is this compatible with data storage that law enforcement agencies are using? Mr. Terwilliger stated yes. All of the agencies in Steuben County use Axon body cameras, including the New York State Police. He stated that evidence.com also takes in other video software and we are able to upload and store that. Axon has a very robust software package.

Mr. Van Etten asked do we ~~also~~ have a contract for the Sheriff's Office, or does this also cover them? Mr. Terwilliger stated this covers the District Attorney for managing electronic evidence. This package is for evidence that is held in the cloud.

Mrs. Ferratella asked are there other vendors that offer this? Mr. Terwilliger stated Axon has been purchasing several smaller companies that would have had similar capabilities. They are a sole source vendor.

MOTION: DECLARING AXON A SOLE SOURCE PROVIDER AND AUTHORIZING THE DISTRICT ATTORNEY TO ENTER INTO A FIVE-YEAR CONTRACT WITH AXON FOR A TOTAL FIVE-YEAR COST OF \$187,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

MOTION: AUTHORIZING A CONTINGENCY FUND TRANSFER OF \$34,568.83 TO THE DISTRICT ATTORNEY'S 2024 BUDGET TO PAY FOR ONBOARDING AND FIRST YEAR COSTS OF THE AXON ELECTRONIC DATA MANAGEMENT/STORAGE SYSTEM MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Emergency Services/E-911

1. **Schuler-Haas Contract Extension** - Mr. Marshall requested authorization to extend the contract with Schuler-Haas for the DC power plant for the tower sites through December 31, 2024. There is no change to the terms.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO EXTEND THE CONTRACT WITH SCHULER-HAAS FOR THE DC POWER PLANT FOR THE TOWER SITES THROUGH DECEMBER 31, 2024 MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Bid Award - Burn Building** - Mr. Marshall requested authorization to award the bid for the Burn Building to the sole bidder, Forge Fire & Company, LLC for \$360,950. He noted this will be paid for through the capital project.

MOTION: AWARDING THE BID FOR THE BURN BUILDING TO THE SOLE BIDDER, FORGE FIRE & COMPANY, LLC FOR \$360,950 MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Televate - Capital Expense** - Mr. Marshall stated we claimed the cost of the work that Televate did on the communications project through the Homeland Security Grant, but they rejected that as some of the work was done prior to the start of the grant. He requested authorization to transfer \$20,462.50 into the FY22 Interoperable Communications Grant from the Communications Capital Project fund.

MOTION: AUTHORIZING THE TRANSFER OF \$20,462.50 FROM THE COMMUNICATIONS CAPITAL PROJECT FUND INTO THE FY22 INTEROPERABLE COMMUNICATIONS GRANT MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **BTAM Coordinator** - Mr. Marshall stated Ken Jensen, a former FBI agent who was our part-time BTAM (Behavioral Threat Assessment Management) Coordinator, left and took a job with a different agency. When he left, Mr. Jensen's recommendation was to have this position classified as a full-time position as he felt there was enough work for a full-time position. This position is fully covered by grant funds. We received \$172,413 from the state; however, we are limited on what we can spend those funds on. Currently those funds may only be used for contracted services or salaries. Mr. Marshall recommended reclassifying this position to full-time.

Mr. Horton asked what does this position do? Mr. Marshall stated pursuant to Governor's Executive Order #18, each jurisdiction is required to have a behavioral threat assessment team and a plan. This position coordinates the activities of that team and interfaces with different agencies across the county that know of individuals that are dangerous and/or making terroristic threats. They do a lot of work with school districts and large corporations assessing threats.

Mr. Van Etten asked can we justify this being a full-time position? Mr. Marshall stated according to Mr. Jensen, yes. The Undersheriff has done a lot of work with this since Mr. Jensen left. Undersheriff McNelis stated every County is mandated to do this. This is a multi-disciplinary team that looks at people of concern who are on a pathway to violence and the idea is to intercept them and provide education to schools, large corporations, etc. Mr. Jensen was just triaging cases and did not have the time to provide the educational component.

Mr. Van Etten asked who makes up the inter-disciplinary team? Mr. Marshall stated Probation, Social Services, Mental Health, school superintendents, County Attorney, and the Deputy County Manager. This is a joint effort. The overall goal of this program is to place these individuals in appropriate programs where they can receive the assistance they need. Undersheriff McNelis stated two weeks ago this team handled six cases.

Mr. Potter asked what will be the cost for this position? Mr. Marshall stated he believes the starting salary for the full-time position would be around \$75,000. The cost of the salary will be covered in full by the grant, which is on a two-year cycle. Mr. Wheeler stated this position will be classified at Management Grade H, and Mr. Marshall will be authorized to hire up to step 3 which is \$74,563. Mr. Marshall stated we would be looking at someone who most likely is retired from law enforcement. Mr. Wheeler stated we would notify you if the grant funds were to sunset. Mr. Marshall stated this State funding is split between all of the counties with each county in the State receiving \$172,413.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A PART-TIME BTAM COORDINATOR POSITION TO FULL-TIME BTAM COORDINATOR POSITION, MANAGEMENT GRADE H MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

C. Sheriff's Office

1. **Wineglass Marathon** - Sheriff Allard stated he would like to commend Mr. Marshall and his team and the organizers of the Wineglass Marathon; this was the smoothest it has ever been. Each year the process gets better and better. The work they do to put this on every year is phenomenal.

2. **Donation** - Sheriff Allard requested authorization to receive a \$50.00 donation from the Atlanta Library for the K-9 Program.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A \$50.00 DONATION FROM THE ATLANTA LIBRARY FOR THE K-9 PROGRAM MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Tobia asked how many K-9's do we have in the County? Sheriff Allard replied Corning PD has one, Hornell PD has one, Bath PD has one, and the Sheriff's Office has two patrol, one bomb, one tracking and one incendiary ID "Fire" K-9. Mr. Tobia asked do they do school visits? Sheriff Allard replied yes.

3. **2025 STOP DWI Plan** - Sheriff Allard presented the 2025 STOP DWI Plan for approval. He noted funding has not matched our plan and we do not know what we will get. We can amend the plan throughout the year as needed. This is a reimbursement plan and no County dollars are used. We try to project what we think we will get and then set the budget. Mr. Alger and I have discussed the plan and will keep in contact throughout the year.

Mr. Van Etten asked what is "Other Revenue" in the amount of \$7,000? Sheriff Allard stated that comes from the Victim Impact Panel as attendees have to pay a fee to attend. Mr. Van Etten asked does the plan carry a fund balance? Sheriff Allard stated no. Last year a transfer of the excess fund balance was made by the Finance Office and we have a fund balance of \$0.00.

Mr. Wheeler stated that was the easiest thing to be able to reduce expenses. Right now, it is \$100,000 and they budget \$95,000 - \$100,000 to offset the DA's office for prosecution, Probation for supervision, and Mental Health. His recommendation if we need to amend the budget, would be to not factor in the offsetting costs of those positions. That would get you close to the expenses.

Mr. Van Etten asked what happened with the fund balance? Sheriff Allard stated there have been fewer arrests and not as many fines. We are seeing about 50 arrests a year per agency. There was also a change in the law last year. Previously the State surcharge was paid up front and the fine after. Now that has been changed to collect the fine up front. We are anticipating better revenue on that. Mr. Wheeler stated the revenue has gone from \$255,000 in 2016 to \$100,000 anticipated this year.

Mr. Horton stated I think the program is working.

MOTION: ADOPTING THE 2025 STOP DWI PLAN AS SUBMITTED MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **SRO Contract Amendment** - Sheriff Allard requested authorization to amend the SRO contracts to reflect an increase from \$35,000 to \$40,000. All school superintendents have agreed. Mr. Horton asked did the State raise the amount that can be earned in retirement? Sheriff Allard stated we still have to pay the payroll taxes. The SRO's will not get \$40,000, but they will max out at \$40,000. After all the payroll taxes come out, when they were paid \$35,000 they were only receiving \$32,000.

MOTION: AUTHORIZING THE SHERIFF TO AMEND THE SRO CONTRACTS TO REFLECT AN INCREASE FROM \$35,000 ANNUALLY TO \$40,000 ANNUALLY MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Van Etten asked are there any schools that do not have an SRO? Sheriff Allard replied no. Some school districts share an SRO and some have their own. The Village of Addison is requesting two more SRO's and Jasper-Troupsburg and Bath have both indicated that they would each like an additional SRO if we can find them. Arkport would also like to hire a full-time SRO. Sheriff Allard stated one of the challenges is Chemung County is also doing the same program and they pay more than we do. We currently have 20 SRO's and if we can find another 3, that would put our total at 23.

5. **Maintenance Contract Renewals**

- *Cellebrite* - Sheriff Allard stated last year we paid \$5,300 and the cost is determined by the number of downloads.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE MAINTENANCE CONTRACT WITH CELLEBRITE FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *Leads on Line* - Sheriff Allard stated this is an electronic storage platform and the annual cost is driven by usage. Last year we paid \$3,773.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE MAINTENANCE CONTRACT WITH LEADS ON LINE FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *Leica Geosystems* - Sheriff Allard stated this is software used for accident reconstruction. The annual fee last year was \$605.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE MAINTENANCE CONTRACT WITH LEICA GEOSYSTEMS FOR ACCIDENT RECONSTRUCTION SOFTWARE FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *Offender Watch* - Sheriff Allard stated this is the sex offender tracking software. He noted they are currently tracking 300 individuals. The cost last year was \$11,274.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE MAINTENANCE CONTRACT WITH OFFENDER WATCH FOR SEX OFFENDER TRACKING SOFTWARE FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *CovertTrack* - Sheriff Allard stated these are for vehicle trackers. Last year we paid \$600.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE MAINTENANCE CONTRACT WITH COVERTTRACK FOR VEHICLE TRACKERS FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *LexisNexis* - Sheriff Allard stated this is the contract they use for law books.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE CONTRACT WITH LEXIS NEXIS FOR LAW BOOKS MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *L-Tron* - Sheriff Allard stated this is the software for the OSCAR 360 camera which maps out a 3-D view of the inside of a room and provides both video and camera still shots. This is typically used in homicide cases. Last year we paid \$1,765.

MOTION: AUTHORIZING THE SHERIFF TO RENEW THE MAINTENANCE AGREEMENT FOR THE OSCAR 360 CAMERA SOFTWARE FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MRS. LOZO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

6. **Generator Maintenance Quote** - Sheriff Allard requested authorization to award the quote for generator maintenance at the Jail to Commercial Power Systems in the amount of \$6,495 for a term beginning Fall 2024 through Spring 2027.

MOTION: AWARDING THE QUOTE FOR GENERATOR MAINTENANCE AT THE JAIL TO COMMERCIAL POWER SYSTEMS IN THE AMOUNT OF \$6,495 FOR A TERM BEGINNING FALL 2024 THROUGH SPRING 2027 MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

7. **RFP Award - Inmate Health Care Services** - Sheriff Allard recommended awarding the RFP for Inmate Health Care Services to the low bidder, and our current provider, PrimeCare for \$2,092,847 annually. Mr. Van Etten asked what did the other bidders come in at? Sheriff Allard stated we received a bid from Social Corrections for \$3 million and from OFG for \$2.5 million. Primecare has done very well for us. He noted that Bonadio conducted an audit on this contract and found that we had received \$11,000 in services from PrimeCare that we did not pay for. Mr. Swackhamer asked have you made corrections to the misuse of time? Sheriff Allard stated yes, and we will continue to monitor that monthly. Mr. Swackhamer asked who will be monitoring the time? Sheriff Allard stated the Jail Superintendent, Major Sutton.

MOTION: AWARDING THE RFP FOR INMATE HEALTH CARE SERVICES TO THE LOW BIDDER, PRIMECARE FOR AN ANNUAL COST OF \$2,092,847 MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

8. **Grants**

- *Community Traffic Safety (Bicycle Safety)* - Sheriff Allard requested authorization to accept the Community Traffic Safety Grant in the amount of \$11,300.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE COMMUNITY TRAFFIC SAFETY (BICYCLE SAFETY) GRANT IN THE AMOUNT OF \$11,300 MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *Child Passenger Safety Grant* - Sheriff Allard requested authorization to accept the Child Passenger Safety Grant in the amount of \$13,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE CHILD PASSENGER SAFETY GRANT IN THE AMOUNT OF \$13,000 MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *Police Traffic Services Grant* - Sheriff Allard requested authorization to accept the Police Traffic Services Grant in the amount of \$8,500.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE CHILD PASSENGER SAFETY GRANT IN THE AMOUNT OF \$8,500 MADE BY MR. TOBIA. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

9. **Inter-Municipal Agreements for Countywide Law Enforcement RMS System** - Sheriff Allard stated he will bring this item back next month as there is still a lot to review with regard to the cost. If you were to approve, this would allow police agencies to opt in to use the countywide Law Enforcement RMS system and they would be responsible for the cost for their departments.

D. County Manager

1. **Sticker Store Enforcement Update** - Mr. Wheeler stated Weights & Measures staff have been having conversations with the Sheriff's Office. We had a call with OCM (Office of Cannabis Management) on Thursday and have another follow-up call scheduled for some time this week. He stated that OCM did tell us that we are the only County that has adopted a local law. We looked at the State's law that allows this and that requires training for Weights & Measures, however, it does not specify in what form. This is something that we have been pushing for. The other thing that we asked about was what forms OCM would like us to use. This will be a whole new process for our judges and the courts, and we will be following up with OCM on that this week. He stated OCM has committed that it is important to them to get the information we need. They do not have a training model established yet. Mr. Wheeler stated we hope to have more information by the end of the week. We have done everything that the law required us to do.

Mr. Tobia asked can we still enforce this? Mr. Wheeler stated yes. This requires Weights & Measures to have training, and we have been pushing OCM to do that. They are finalizing those details.

Mr. Patrick stated our court system is not ready to handle this yet. We are trying to get the judges up and ready to accept the applications for hearing. With these hearings we have to have quick turnaround, and the courts have to be ready to hear the cases. Technically, before we go in and inspect, OCM has to be put on notice, and they have admitted they haven't set that up. The meeting we have this week will be about the forms and putting the reporting process in place. We are still working on the logistics. Mr. Wheeler commented this has been a frustration that we have.

IV. NEW BUSINESS

A. *Wineglass Marathon* - Mr. Horton stated he wanted to tell the Sheriff's Office that he greatly appreciates what they do for the Wineglass Marathon. Ms. Fitzpatrick stated I have prepared for this race many times and the amount of effort they put forth to create the route and provide a secure environment; we don't understand the amount of effort that goes into this. All should be commended.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, November 4, 2024
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, October 28, 2024**

**STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE**

Special Joint Meeting

Monday, October 28, 2024

9:45 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

PS&C

COMMITTEE: Jeffrey P. Horton, Chair Frederick G. Potter, Vice Chair Wendy Lozo
Joseph Tobia Scott J. Van Etten

FINANCE

COMMITTEE: Scott J. Van Etten, Chair Gary D. Swackhamer, Vice Chair Jeffrey P. Horton
Robert V. Nichols William Thew

STAFF: Jack K. Wheeler Christopher Brewer Craig Patrick
Brenda Scotchmer Rochelle Casselbury James Allard

LEGISLATORS: Kelly H. Fitzpatrick Carol A. Ferratella James Kuhl
K. Michael Hanna (Zoom) Hilda T. Lando Shannon Logsdon
Nicholas D. Pelham Brian C. Schu Paul E. Van Caesele

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:45 a.m.

II. GENERAL BUSINESS

A. Sheriff's Office

1. **Approval to Purchase Crime Scene Scanner** – Sheriff Allard requested authorization to purchase one Trimble Forensics Laser Crime Scene Scanner in the amount of \$73,156.26 and add to the 2024 Major Equipment List.

MOTION: AUTHORIZING THE SHERIFF TO PURCHASE ONE TRIMBLE FORENSICS LASER CRIME SCENE SCANNER IN THE AMOUNT OF \$73,156.26 AND AMENDING THE 2024 MAJOR EQUIPMENT LIST TO REFLECT SAID PURCHASE MADE BY MR. POTTER. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 5-0 FINANCE.

2. **Approval to Purchase Solar-Powered Radar Traffic Trailer** – Sheriff Allard requested authorization to purchase one All Traffic Solutions Solar-Powered Radar Traffic Trailer in the amount of \$23,236.23 and add to the 2024 Major Equipment List.

MOTION: AUTHORIZING THE SHERIFF TO PURCHASE ONE ALL TRAFFIC SOLUTIONS SOLAR-POWERED RADAR TRAFFIC TRAILER IN THE AMOUNT OF \$23,236.23 AND AMENDING THE 2024 MAJOR EQUIPMENT LIST TO REFLECT SAID PURCHASE MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 5-0 FINANCE.

3. **Approval to Purchase Drones** – Sheriff Allard requested authorization to purchase three drones for a total cost of \$17,046 and add to the 2024 Major Equipment List.

MOTION: AUTHORIZING THE SHERIFF TO PURCHASE THREE DRONES FOR A TOTAL COST OF \$17,046 AND AMENDING THE 2024 MAJOR EQUIPMENT LIST TO REFLECT SAID PURCHASE MADE BY MR. THEW. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 5-0 FINANCE.

4. **Approving a Five-Year Contract with Axon** – Sheriff Allard requested authorization to enter into a five-year contract with Axon to purchase in-car cameras, software, licensing and storage. The total cost for five years is \$519,322.38.

Mr. Van Etten asked what would be the annual cost for year six and beyond? Sheriff Allard stated we do not know that yet, but we should know in year three. We have a variety of systems in the cars now and this contract will put everything together and put the information into evidence.com. Mr. Swackhamer asked is the grant picking up the cost after the initial five years? Sheriff Allard stated we are not assuming anything. The grant is paying for the first five years.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A FIVE-YEAR CONTRACT WITH AXON TO PURCHASE IN-CAR CAMERAS, SOFTWARE, LICENSING AND STORAGE FOR A TOTAL FIVE-YEAR COST OF \$519,322.38 AND AMENDING THE 2024 MAJOR EQUIPMENT LIST TO REFLECT THIS PURCHASE MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 5-0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. POTTER. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 5-0 FINANCE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, November 4, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE:	Jeffrey P. Horton, Chair Joseph Tobia	Frederick G. Potter, Vice Chair Scott J. Van Etten	Wendy Lozo
STAFF:	Jack K. Wheeler Brenda Scotchmer Lindsay Rice Noel Terwilliger	Christopher Brewer Rochelle Casselbury Craig Pomplas Ken Forenz	Craig Patrick Tim Marshall Nate Alderman James Allard
LEGISLATORS:	Kelly H. Fitzpatrick K. Michael Hanna (Zoom) Shannon Logsdon	Carol A. Ferratella James Kuhl (Zoom) Robert V. Nichols	Hilda T. Lando Gary D. Swackhamer
OTHERS:	Natalie Abruzzo		

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and asked Mr. Potter to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 7, 2024, AND OCTOBER 28, 2024, MEETINGS MADE BY MR. POTTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. District Attorney’s Office

1. **Inter-Municipal Agreement with City of Hornell** – Mr. Terwilliger requested authorization to enter into an inter-municipal agreement with the City of Hornell to provide for the use of a vehicle by the Hornell City Police Department. He explained one of Hornell PD’s unmarked vehicles was damaged and they asked if we could assist.

Mr. Van Etten asked will this be for a limited period of time? Mr. Terwilliger replied yes. Mr. Van Etten asked will they be using a forfeiture vehicle? Mr. Terwilliger stated we have two vehicles available; one is a forfeiture and the other is a 12-year-old DSS vehicle. Mr. Van Etten stated he is good with supporting this, but he doesn’t want to see us getting into a position of providing vehicles unless there will be compensation. Mr. Terwilliger stated the insurance coverage and gas will be covered by the municipality and our office will cover mechanical upkeep. Only law enforcement officers will be using these vehicles.

MOTION: AUTHORIZING AN INTER-MUNICIPAL AGREEMENT WITH THE CITY OF HORNELL FOR THE PROVISION OF A DISTRICT ATTORNEY’S OFFICE VEHICLE FOR USE BY THE HORNELL POLICE DEPARTMENT MADE BY MR. VAN ETTEN. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Sheriff's Office

1. **Year-End Budget Transfer for Jail** – Sheriff Allard requested authorization to transfer \$175,000 from the Jail Salaries & Wages line item to the Jail Wages Overtime line item to cover overtime expenses through the end of the year.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$175,000 FROM THE JAIL SALARIES & WAGES LINE ITEM (315000 5 11000) TO JAIL WAGES OVERTIME LINE ITEM (315000 5 19000) MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Emergency Services / E911

1. **Occustar Contract Renewal** – Mr. Marshall requested authorization to renew the Occustar Contract for \$4,900 annually. He noted this is year two of three.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CONTRACT WITH OCCUSTAR FOR ONE YEAR AT AN ANNUAL RATE OF \$4,900 MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **2025 Pathology Contract** – Mr. Marshall requested authorization to renew the pathology contract with Lourdes Hospital at a rate of \$1,200 per case. He stated they are currently paying \$1,050 per case. Mr. Horton asked how many cases do we typically have in a year? Mr. Marshall stated about 60.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE PATHOLOGY CONTRACT WITH LOURDES HOSPITAL AT A RATE OF \$1,200 PER CASE MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Agreement with NYS Office of Information Technology Services** – Mr. Marshall requested authorization to enter into a contract with the NYS Office of Information Technology Services to use the emergency notification system offered by the State. This will be at no cost to the county and will replace the contract they previously had with CodeRed. He noted they have been paying \$23,000 annually.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO ENTER INTO A CONTRACT WITH THE NYS OFFICE OF INFORMATION TECHNOLOGY SERVICES FOR USE OF THE EMERGENCY NOTIFICATION SYSTEM AT NO COST TO THE COUNTY MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Personnel

1. **Probation**

Appointing Deputy Probation Director above the Mid-Point of Management Grade H, Step 12 (\$91,073)

MOTION: APPOINTING THE DEPUTY PROBATION DIRECTOR ABOVE THE MID-POINT OF MANAGEMENT GRADE H, STEP 12 AT \$91,073 MADE BY MR. VAN ETEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

**MOTION: TO ADJOURN MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR.
MOTION CARRIES 5-0.**

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, December 2, 2024
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, November 25, 2024**

**STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE**

Joint Special Meeting

Monday, November 25, 2024

9:50 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

PS&C

COMMITTEE: Jeffrey P. Horton, Chair Frederick G. Potter, Vice Chair Wendy Lozo
Joseph Tobia Scott J. Van Etten

FINANCE

COMMITTEE: Scott J. Van Etten, Chair Gary D. Swackhamer, Vice Chair Jeffrey P. Horton
Robert V. Nichols William Thew

STAFF:

Jack K. Wheeler Christopher Brewer Craig Patrick
Brenda Scotchmer James Allard Mitch Alger
Stacy Housworth Lynn Gramley Eric Rose
Nate Alderman Jennifer DeMonstoy

LEGISLATORS:

Kelly H. Fitzpatrick James Kuhl Carol A. Ferratella
K. Michael Hanna Hilda T. Lando Shannon Logsdon
Nicholas D. Pelham Brian C. Schu Paul E. Van Caesele

OTHERS:

Eddie Van Stine, Communications Specialist
Brian O’Neal, WLEA
Natalie Abruzzo

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:50 a.m.

II. GENERAL BUSINESS

A. Sheriff’s Office

1. **Approval to Purchase Tyler Technologies Law Enforcement Records Management System**

– Sheriff Allard requested authorization to enter into a contract with Tyler Technologies to purchase the Law Enforcement Records Management System for \$491,162. He noted this will be a five-year contract and the cost for the first two years will be covered by the grant.

Mr. Wheeler stated we are waiting on the Inter-Municipal Agreements to be finalized. The question is about the municipalities going forward for years 3 – 5. Under this grant, you are purchasing the system for the first two years for the municipalities, including installation and maintenance. His recommendation, with regard to the municipalities, is that there be a chargeback. We do not know if that will be an increase in their budgets based on what they currently have, but it should be a decrease for most of them.

Mr. Horton asked have all of the agencies been notified? Sheriff Allard replied yes, and every agency in the County, except for Wayland and Cohocton, have indicated that they accept the terms, and we already have, or are waiting for the inter-municipal agreements.

MOTION: AUTHORIZING THE SHERIFF TO ENTER INTO A CONTRACT WITH TYLER TECHNOLOGIES FOR THE PURCHASE AND INSTALLATION OF THE LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM FOR A COST OF \$491,162 WITH GRANT FUNDS TO COVER THE COST FOR THE FIRST TWO YEARS MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 5-0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. VAN ETEN. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PS&C AND 5-0 FINANCE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE

Monday, December 2, 2024

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

- COMMITTEE:** Jeffrey P. Horton, Chair Frederick G. Potter, Vice Chair Joe Tobia
Scott J. Van Etten

- STAFF:** Jack K. Wheeler Christopher Brewer Craig Patrick
Rochelle Casselbury Sally Madigan Tim Marshall
Nate Alderman Lindsay Rice Jennifer DeMonstoy
Noel Terwilliger James Allard John McNelis
Ken Forenz Brooks Baker Cody Ryan

- LEGISLATORS:** Kelly H. Fitzpatrick James Kuhl (Zoom) Carol A. Ferratella
K. Michael Hanna Hilda T. Lando Shannon Logsdon
Robert V. Nichols Gary D. Swackhamer

- ABSENT:** Wendy Lozo

- OTHERS:** Eddie VanStine, Communications Specialist
Natalie Abruzzo
Brian O’Neil

I. CALL TO ORDER

Mr. Horton called the meeting to order at 9:00 a.m. and asked Mr. Tobia to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 4, 2024, AND NOVEMBER 25, 2024, MEETINGS MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

A. Sheriff’s Office

1. **Accept HVEC (High Visibility Engagement Campaign) Grant Renewal** – Sheriff Allard requested authorization to accept the HVEC (High Visibility Engagement Campaign) Grant in the amount of \$24,500.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE HVEC (HIGH VISIBILITY ENGAGEMENT CAMPAIGN) GRANT IN THE AMOUNT OF \$24,500 MADE BY MR. TOBIA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer** – Sheriff Allard requested authorization to transfer a total of \$234,000 from the salaries/wages and medical services for mental health line items and appropriating \$75,000 to the Jail Kitchen line and \$159,000 to the Jail Medical line to cover 2024 deficits.

Mr. Horton asked with regard to the Kitchen line item, are we over the contracted price? Sheriff Allard stated I will have to check on that and will email the committee. Our head count was in the 130’s through August and September and we are now back down into the 120’s.

MOTION: AUTHORIZING THE TRANSFER OF A TOTAL OF \$234,000 FROM SALARIES/WAGES AND MEDICAL SERVICES FOR MENTAL HEALTH AND APPROPRIATING \$75,000 TO THE JAIL KITCHEN LINE AND \$159,000 TO THE JAIL MEDICAL LINE TO COVER 2024 DEFICITS MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Donation** – Sheriff Allard requested authorization to accept a \$100.00 donation from Nash-Hornell Properties. Mr. Potter asked is this donation for a specific purpose? Sheriff Allard stated no, they do a donation for law enforcement and there are no requirements.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A \$100.00 DONATION FROM NASH-HORNELL PROPERTIES MADE BY MR. TOBIA. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Bid Award** – Sheriff Allard recommended awarding the bid for the purchase of laptops and keyboards for the CIU Office to the low bidder, Zones, for a total cost of \$9,713.48. He explained these are Surface Pros which are used out in the field.

MOTION: AWARDED THE BID FOR LAPTOPS AND KEYBOARDS FOR THE SHERIFF'S CIU OFFICE TO THE LOW BIDDER, ZONES, FOR A TOTAL COST OF \$9,713.48 MADE BY MR. VAN ETEN. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Emergency Services / E911

1. **Authorization to Bid Tower Electrical Work** – Mr. Marshall requested authorization to put out a bid for tower electrical work. We need to install new generators and transfer switches at two of the tower sites. Mr. Horton asked how will this be paid for? Mr. Marshall stated we will use funds from the State Interoperable Communications Grant to pay for this.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A BID FOR TOWER ELECTRICAL WORK MADE BY MR. POTTER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Donation** – Mr. Marshall requested authorization to accept a donation of sandbags from John and Coral Reed who own a company in Horseheads that produces sandbags. There are 75 sandbags per pallet, and he is recommending distributing a pallet to each highway shop. The value of the pallets is \$250 per pallet, and we would like to accept 10 – 12 pallets.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO ACCEPT A DONATION OF 10 – 12 PALLETS OF SANDBAGS VALUED AT \$250 PER PALLET MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Emergency Purchase** – Mr. Marshall stated our maintenance contract for the UPS generator covers battery replacement. We are working with the vendor, Graybar, to conduct a battery replacement for the UPS. The cost is \$19,775.69 and will be covered under the maintenance contract.

4. **Higman Hill Tower Site** – Mr. Marshall requested an executive session to discuss the Higman Hill Tower Site.

5. **Pinnacle Tower Site** – Mr. Van Etten asked now that the Pinnacle Tower site is up and running, have you heard from the fire departments in the valley? Mr. Marshall stated yes, and they have indicated that the system is much better.

C. District Attorney

1. **Office Space Contract** – Mr. Baker requested authorization to renew the office space lease with Corning, Inc. The cost is \$1.00 and is a ~~five~~two-year lease. We have been leasing this space for the past twenty years and it has been a great resource for us. Ms. Fitzpatrick noted the draft contract has the wrong name listed for County Attorney.

MOTION: AUTHORIZING A TWO-YEAR LEASE WITH CORNING, INC. FOR THE LEASE OF OFFICE SPACE FOR THE DISTRICT ATTORNEY AT A RATE OF \$1.00 FOR A TWO-YEAR TERM MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. Personnel

1. **Public Defender**

Reclassify One Case Manager, CSEA Grade L (\$47,890 - \$70,839) to Senior Case Manager, CSEA Grade M (\$50,284 - \$74,381)

MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE CASE MANAGER, CSEA GRADE L, TO SENIOR CASE MANAGER, CSEA GRADE M, IN THE OFFICE OF PUBLIC DEFENDER MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **District Attorney**

Create One Permanent Part-Time District Attorney, Management Grade J (\$37,971 - \$59,386)

MOTION: AUTHORIZING THE CREATION OF A PERMANENT PART-TIME ASSISTANT DISTRICT ATTORNEY POSITION, MANAGEMENT GRADE J, IN THE OFFICE OF THE DISTRICT ATTORNEY MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Reclassify Assistant District Attorney Trainee Position

MOTION: AUTHORIZING THE RECLASSIFICATION OF AN ASSISTANT DISTRICT ATTORNEY TRAINEE POSITION, MANAGEMENT GRADE I, TO MANAGEMENT GRADE J, IN THE OFFICE OF THE DISTRICT ATTORNEY MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Create Permanent Part-Time District Attorney Investigator Position

MOTION: AUTHORIZING THE CREATION OF A PERMANENT PART-TIME DISTRICT ATTORNEY INVESTIGATOR POSITION, MANAGEMENT GRADE H IN THE OFFICE OF THE DISTRICT ATTORNEY MADE BY MR. VAN ETTEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT, OR EMPLOYMENT HISTORY OF A PARTICULAR CORPORATION MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. POTTER. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO AMEND THE CONTRACT WITH GHI RELATIVE TO THE HIGMAN HILL TOWER, TO EXTEND THE CURRENT CONTRACT FOR AN ADDITIONAL FIVE YEARS UNDER THE SAME TERMS OF CONDITIONS MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Monday, January 6, 2025
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, December 30, 2024**

**STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE**

Special Joint Meeting

Monday, December 16, 2024

9:50 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

PSC

COMMITTEE: Frederick G. Potter, Vice Chair Wendy Lozo Joe Tobia
Scott J. Van Etten

FINANCE

COMMITTEE: Scott J. Van Etten, Chair Gary D. Swackhamer, Vice Chair Robert V. Nichols
William Thew

STAFF: Jack K. Wheeler Christopher Brewer Craig Patrick
Brenda Scotchmer James Allard

LEGISLATORS: Kelly H. Fitzpatrick James Kuhl Carol A. Ferratella
K. Michael Hanna Hilda T. Lando (Zoom) Shannon Logsdon
Nicholas D. Pelham Brian C. Schu Paul E. Van Caesele

ABSENT: Jeffrey P. Horton, PSC Chair/Finance Member

OTHERS: Eddie Van Stine, Communications Specialist

I. CALL TO ORDER

Mr. Van Etten called the meeting to order at 9:50 a.m.

II. GENERAL BUSINESS

A. Sheriff's Office

1. **Budget Transfer** – Sheriff Allard requested authorization to transfer \$12,000 from the Equipment line to the Software line within the Law Enforcement Technology Grant to purchase the software for the LPR Trailer.

MOTION: AUTHORIZING THE TRANSFER OF \$12,000 FROM THE EQUIPMENT LINE TO THE SOFTWARE LINE WITHIN THE LAW ENFORCEMENT TECHNOLOGY GRANT FOR THE PURCHASE OF SOFTWARE FOR THE LPR TRAILER MADE BY MR. TOBIA. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE.

2. **Intermunicipal Agreements for Use of Records Management System** – Sheriff Allard requested authorization to enter into intermunicipal agreements with all municipalities within the County for the use of the county-wide Records Management System.

Mr. Wheeler stated the general terms of the grant cover the implementation and first two years of software maintenance. Mr. Patrick stated Monroe County did something similar. Mr. Potter asked after the first two years, will this become the expense of the municipalities? Mr. Wheeler stated yes, each agency will have an amount that they will be responsible for in order to continue using the system. Ms. Fitzpatrick asked does this cover all agencies? Sheriff Allard stated yes. Initially, Wayland and Cohocton were not interested, but he spoke with the Town Supervisors, and they are now on board.

MOTION: AUTHORIZING INTERMUNICIPAL AGREEMENTS WITH COUNTY MUNICIPALITIES FOR THE IMPLEMENTATION OF A COUNTY-WIDE RECORDS MANAGEMENT SYSTEM MADE BY MR. TOBIA. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE. Resolution Required.

3. **Bid Award** – Sheriff Allard stated with the installation of the Records Management System, we will require additional storage. He requested authorization to award the bid for HPE Alletra DHCI Hardware and Licensing to the low bidder, SHI Corporation for \$49,857.03.

MOTION: AWARDING THE BID FOR THE SHI CORPORATION FOR HPE ALLETRA DHCI HARDWARE AND LICENSING TO THE LOW BIDDER, SHI CORPORATION FOR \$49,857.03 MADE BY MR. THEW. SECONDED BY MR. TOBIA. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. THEW. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature