

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **PUBLIC SAFETY**

DATE: **MAY 25, 2012**

Committee Members Present:

Supervisors Wood
Girard
Bentley
Thomas
Conover
Frasier
Strainer

Others Present:

Bud York, Sheriff
Brian LaFlure, Fire Coordinator/Director of the
Office of Emergency Services
Amy Drexel, Deputy Director, Office of
Emergency Services
Daniel G. Stec, Chairman of the Board
JoAnn McKinstry, Assistant to the County
Administrator
Joan Sady, Clerk of the Board
Martin Auffredou, County Attorney
Kevin Geraghty, Budget Officer
Supervisor Sokol
Supervisor Vanselow
Don Lehman, *The Post Star*
Nicole Livingston, Second Deputy Clerk

Mrs. Wood called the meeting of the Public Safety Committee to order at 10:45 a.m.

Motion was made by Mr. Strainer, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the April 30, 2012 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Bud York, Sheriff, who distributed copies of the Agenda to the Committee members, a copy of which is on file with the minutes.

Commencing the Action Agenda review, Sheriff York apprised Item 1 was a request to amend a current maintenance contract with Trane, Inc. to authorize himself, without further resolution, to order and have installed necessary replacement parts and components for the Trane, Inc. HVAC system in an amount not to exceed \$3,000 for the balance of the current contract term which would expire on December 31, 2012.

Martin Auffredou, County Attorney, explained that there had been two instances this year in which replacement parts were needed for the HVAC system and both times he needed to exercise the option under the procurement policy to consult with the Chairman of the Board, as well as the Committee Chairperson, to receive the approval to have the work done. He added that for each instance, the cost had been approximately \$700 to \$800. He suggested that the Sheriff be given the authority to order replacement parts for the HVAC system up to \$3,000 without going through the Committee and resolution process. Mr. Auffredou confirmed that the current contract was specific to the maintenance program only and did not include replacement parts. Sheriff York further stated that when the HVAC system did not work, it needed to be

repaired immediately. Brian LaFlure, Fire Coordinator/Director of the Office of Emergency Services, added that the replacement parts were for the chiller system which removed heat from the equipment in the computer room and Communications Center and it was extremely important to replace and repair any parts as soon as possible once a malfunction occurred.

Motion was made by Mr. Girard, seconded by Mrs. Frasier and carried unanimously to approve the request to amend the current maintenance contract with Trane, Inc. as outlined above, and the necessary resolution was authorized for the June 15, 2012 Board meeting. A copy of the resolution request form is on file with the minutes.

Sheriff York apprised Item 2 was a request to extend a contract with Offender Watch for the tracking of convicted sex offenders for an additional year. He advised that this contract was shared with the City of Glens Falls Police Department and the County's Probation Department and each paid a third of the cost of the software for this program. He noted the total cost for the contract was \$3,500, which was split three ways.

Motion was made by Mr. Conover and seconded by Mr. Bentley to approve the request as presented.

Mr. Auffredou recommended that the agreement include authorization to automatically extend the contract for two additional one year terms, provided that there was a budget appropriation for such and there were no changes to the terms of the agreement.

Mr. Conover amended his motion to approve the request to extend the contract with Offender Watch and to include authorization to automatically extend the contract for two additional one year terms, provided that there was a budget appropriation for such and there were no changes to the terms of the agreement and Mr. Bentley amended his second to the motion. Mrs. Wood called the question and the motion was carried unanimously to approve the request as outlined above. The necessary resolution was authorized for the June 15, 2012 Board meeting, and the resolution request form is on file with the minutes.

Sheriff York mentioned that he had an additional item that was not included on the Agenda. He requested authorization to submit a grant application to the New York State Office of Interoperable and Emergency Communication for the 911 Interoperability Grant. He said last year the County was awarded \$750,000 and this year \$45 million was available State-wide.

Motion was made by Mr. Girard, seconded by Mr. Conover and carried unanimously to authorize the submission of a grant application as outlined above. The necessary

resolution was authorized for the June 15, 2012 Board meeting, and a copy of the resolution request form is on file with the minutes.

Privilege of the floor was extended to Mr. LaFlure who distributed copies of the Office of Emergency Services (OES) Agenda to the Committee members, a copy of which is on file with the minutes.

Mr. LaFlure commenced the Action Agenda with Item 1, a request for approval of appointments to the EMS Advisory Board, noting that all appointments expired on April 30, 2012. He stated that he did not have the list of members at this time, but he would have the information prior to the June Board meeting.

Motion was made by Mr. Bentley, seconded by Mr. Girard and carried unanimously to approve the request for appointments to the EMS Advisory Board. The necessary resolution was authorized for the June 15, 2012 Board meeting, and the resolution request form is on file with the minutes.

Mr. LaFlure requested approval of appointments to the Fire Advisory Board. He referenced the list included in the Agenda and added there were no changes from last year.

Motion was made by Mr. Conover, seconded by Mr. Bentley and carried unanimously to approve the request for appointments to the Fire Advisory Board. The necessary resolution was authorized for the June 15, 2012 Board meeting, and the resolution request form is on file with the minutes.

Item 3 on the Agenda, Mr. LaFlure remarked, was a request for Amy Drexel, Deputy Director of OES, to attend Event Security Planning training at the State Preparedness Training Center in Oriskany, NY on June 6-8, 2012. He noted that the room accommodations were paid for by New York State. He explained that this was a planning and management course designed to introduce basic principles and skills associated with organizing security for events in small communities.

Motion was made by Mr. Strainer, seconded by Mr. Conover and carried unanimously to approve the request for training as outlined above. The Authorization to Attend Meeting or Convention form is on file with the minutes. *Please note: Subsequent to the meeting, the Office of Emergency Services was advised that this training had been cancelled.*

Under the Topics for Discussion portion of the Agenda, Mr. LaFlure provided an update on the Emergency Services Training Center. He advised that a meeting was held on Monday with Washington County to discuss finances, accounting and to answer any of the Supervisors' questions. Resultant of the meeting, he continued, it was determined

that the accounts for Warren and Washington Counties were exactly the same. He stated that they were in the process of writing the SOP's (Standard Operating Procedure) and until complete, use of the facility would not be authorized. Mr. LaFlure offered to provide a tour to the Committee members or any other Supervisors that were interested. As a cost savings measure, he said, the staff at the Airport had made the necessary gates for the facility and the Washington County DPW crews would be installing them. He provided a copy of the signs that were required under the terms of the grant agreement which would be placed by the road and on the building. Mr. LaFlure apprised that the lighting inside the building would be installed next week, followed by an open house with the New York State Department of State (NYS DOS).

Mrs. Wood asked if the Soil & Water Conservation District would be assisting at the site and Mr. LaFlure informed that the Soil & Water Conservation District had offered to hydro-seed the land around the building on May 30th, which he really appreciated. He also recognized the excellent job that the County's DPW crew had done in constructing the road to the facility.

There being no further business to come before the Committee, on motion made by Mr. Strainer and seconded by Mr. Bentley, Mrs. Wood adjourned the meeting at 11:01 a.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk