

CRIMINAL JUSTICE, PUBLIC SAFETY AND EMERGENCY COMMUNICATIONS
Committee Meeting
August 18, 2016
Large Conference Room

8:45 a.m. Call to order

Approval of minutes of July 20, 2016

8:45 a.m. District Attorney

A. Department Update

8:50 a.m. E911

A. Report/ Agenda (attached)

8:55 a.m. Emergency Management

A. Resolution:

1. Authorizing modification of agreement with Barton and Loguidice Engineers, PLLC for services on the Fire Training Center

B. OEM Comprehensive Emergency Management Plan - review

9:05 a.m. Sheriff

A. Resolution:

1. Authorizing Chairman to Apply for a Grant from DCJS – SFY 2016-17 Video Recording of Statements Equipment Grant
2. Authorizing Chairman to Enter into an Agreement with Chittenango Central School District to fuel vehicles
3. Authorizing Modification of the 2016 Adopted County Budget - Handguns

B. Other Matters:

1. Rate increases for PT Deputies, Officers & SPO's – 2017 Budget
2. Requesting 3 New Deputy Sheriff Positions – 2017 Budget

9:15 p.m. Other Committee Business

A. Preferred Agenda

Next meeting: September 22, 2016, 8:45 a.m. in the Supervisors Large Conference Room.

Adjournment

Criminal Justice, Public Safety and Emergency Communications Committee

*Meeting Minutes
July 20, 2016*

PRESENT: Vice Chairman Daniel Degear (via conference/video call)
Supervisor Richard Bargabos
Supervisor Darrin Ball

ALSO: County Administrator Mark Scimone
District Attorney William Gabor
E911 Director Paul Hartnett
Emergency Management Director Ted Halpin
Fire Coordinator Doug Shattuck (via conference call)
Sheriff Allen Riley
IT Director Paul Lutwak

ABSENT: Chairman Roger Bradstreet
Supervisor Joseph Magliocca

The meeting was called to order by Supervisor Richard Bargabos at 1:07 p.m. in the Supervisors Large Conference Room.

Minutes:

The minutes of the June 29, 2016 meeting were unanimously approved on the motion of Vice Chairman Daniel Degear and second of Supervisor Darrin Ball.

District Attorney's Office:

District Attorney William Gabor reported that his office will be prosecuting the high profile case of a White's Farm Supply employee that was arrested last week for allegedly stealing \$740,000 from the company between 2009 to present.

Gabor has put in a request to Personnel to reclassify a current Office Assistant I to an Office Assistant II due to the increased scope of duties performed by the employee.

E-911/Communications:

Director Paul Hartnett presented the following resolution to the Committee:

Authorizing the Chairman to apply for a New York State DHSES Office of Interoperable and Emergency Communications – 2016-17 Public Safety Answering Points Operations Grant Program

The Committee unanimously approved the resolution on the motion of Ball and second of Degear.

Director Paul Hartnett provided an update on the Records Management Systems since last month's committee meeting discussion. The two municipalities that are still using RMS are agreeable to going back to SJS as of October 31st. TriTech will retrieve the RMS files from the past year and import them to SJS.

Hartnett reported that Verizon Wireless will begin installation of equipment on the tower in Fenner later this summer or early fall.

Emergency Management:

Director Ted Halpin presented the following resolutions to the Committee:

Authorizing the modification of agreement with Barton and Loguidice Engineers, PLLC for services on the Fire Training Center

Discussion: The Committee questioned the increase of the cost estimate from \$9,000 to \$14,000. Fire Coordinator Doug Shattuck (via conference call) stated that he believed B&L's original proposal included utility, water and waste water location; however, B&L said it was only for the site plan for the property and layout of the building.

A motion was made by Vice Chairman Degear to table the resolution, seconded by Supervisor Ball, and carried unanimously.

Authorizing modification of the 2016 adopted County budget (CNY Community Foundation Grant for smoke alarms and emergency weather radios)

The Committee unanimously approved the resolution on the motion of Degear and second of Ball.

Halpin informed the Committee that the Fitch and Associates Final Countywide EMS Study has been completed and presented to the Committee of the Whole on July 12th. The findings were also presented to the first responders, public officials, and the public at SUNY Morrisville Campus. A letter will be going out to supervisors and mayors to encourage their involvement. While there was uncertainty at the kickoff meeting, the follow up meeting received a more positive response. A meeting will be held on September 22nd after everyone has time to thoroughly review the finding and recommendations to determine the next steps. Supervisor Ball stated that it is important that everyone invest in one communication system in order to provide the best service.

On August 3rd, a tabletop exercise will be held at the Madison Fire Department to simulate a major wind event at the Bouckville Antiques Show.

Sheriff's Office:

Sheriff Allen Riley presented the following resolution to the Committee:

Authorizing acceptance of grant award from NYS Office of Children and Family Services to Madison County Sheriff's Office

The Committee unanimously approved the resolution on the motion of Degear and second of Ball.

Preferred Agenda:

The Committee unanimously approved including all resolutions in the Committee's August 9th Preferred Agenda on a motion of Degear and second of Ball.

Adjournment:

The Committee adjourned at 1:35 p.m. on the motion of Ball and second of Bargabos.

Next Meeting Date:

Thursday, August 18, 2016 at 8:45 a.m. in the Supervisors Large Conference Room.

Respectfully submitted by Christine J. Coe on behalf of Chairman Roger D. Bradstreet.

911 - Madison County Criminal Justice, Public Safety and Emergency Communications Committee

8/18/16

Departmental update / Operational / Administrative –

- Coordinate RFP release with Purchasing Department for the upgrade/replacement of current 911 Phone System to i3/ NG Phone System.
- Aug 1st – Aug 4th submitted grant reports to the DHSES as required.
- Aug 8th participated in Disaster Recovery (DR) meeting with County Administrator, IT Director and Director of Emergency Management Services. Will formalize DR for 911Systems and activation of 911 Backup Center.
- Aug 16th participated in “Active Shooter” meeting with Emergency Management.

RESOLUTION NO. EM-1

AUTHORIZING MODIFICATION OF AGREEMENT WITH BARTON AND LOGUIDICE ENGINEERS, PLLC FOR SERVICES ON THE FIRE TRAINING CENTER

WHEREAS, Madison County has engaged Barton & Loguidice Engineers, PLLC to provide engineering services with regard to the County's fire training facility; and

WHEREAS, the cost estimate in the contract for engineering of site plan was \$9,000 and the proposed modification for utility, water, and waste water location would increase the contract value by \$5,000 to a total of \$14,000,

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of this Board is hereby authorized to modify the current Agreement with Barton & Loguidice Engineers, PLLC to furnish additional professional engineering services in connection with the County's fire training center. Accordingly, the total compensation under the current professional engineering services Agreement shall be modified to, not to exceed \$14,000.00, a copy of said Agreement is filed with the Clerk of this Board; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

Dated: September 13, 2016

Roger D. Bradstreet, Sr., Chairman
Criminal Justice, Public Safety and
Emergency Communications Committee

July 27, 2016

Project: Madison County Fire Training Center

Explanation of engineering changes:

In April I proposed and the board approved a resolution to pay Barton & Loguidice for engineering services on the site plan for the Fire Training Center. These services per their proposal were associated with the following:

- Reinforced concrete foundations to support the pre-engineered fire training facility
- On-site concrete pads for equipment
- Foundations for a pre-engineered timber frame training building.

The cost for these services was to be \$9000.00.

At the time I was under the impression that since the engineering included the building foundations it would also include any penetrations to the foundations or floor for utilities including electric, water, and wastewater.

During a meeting with David Mitchell of Barton & Loguidice for the rollout of the above services the subject of utilities was brought up. I explained that it was my impression that the locating of utilities on the property was within the scope of the original site plan engineering proposal. Following the meeting David checked with Matthew Fuller of B & L to verify my understanding. I received a phone call from Matthew Fuller of B & L approximately a week following our roll out meeting indicating that the engineering of site and building utilities was not included in the original engineering contract submitted and accepted. It was at this time that I requested another proposal for the additional required engineering work to bring electric into the site and to each building as well as perimeter/security lighting, domestic water from the water main curb stop to each building and the location of water within the building, and the location of waste water piping and disposal on the property since the property is not served by a municipal wastewater system.

The second proposal provided by B & L was to address the items I overlooked in the original proposal in preparation for bringing utilities into the property and construction of an on site septic system. This second proposal included working with National Grid to bring adequate electrical power to the site. This additional work was quoted as not to exceed \$5000.00.

The reason for this additional engineering service is a mistake on my part as we prepared the initial proposal. If I had been more diligent this work would have been in the original request and the cumulative cost in engineering would have still been \$14,000.00.

Respectfully,

Douglas F. Shattuck, Fire Coordinator

RESOLUTION NO. SO-1

**AUTHORIZING THE CHAIRMAN TO APPLY FOR A GRANT FROM THE
NYS DIVISION OF CRIMINAL JUSTICE SERVICES – SFY 2016-17 VIDEO
RECORDING OF STATEMENTS EQUIPMENT GRANT**

WHEREAS, the County of Madison has recognized the need to ensure the safety and security of its citizens; and

WHEREAS, the Sheriff's Office is eligible to apply for grant funding under this program; and

WHEREAS, the award under this program would cover all procurement and installation costs of associated equipment in locations as determined by the Sheriff;

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Supervisors be and is hereby authorized to apply on behalf of the County of Madison for a grant from the NYS Division of Criminal Justice Services, in form as is on file with the Clerk of the Board.

DATED: September 13 , 2016

Roger D. Bradstreet, Sr., Chairman
Criminal Justice, Public Safety and
Emergency Communications Committee

RESOLUTION NO. SO-2

AUTHORIZING CHAIRMAN TO ENTER INTO AN AGREEMENT

WHEREAS, the Sheriff directs patrols to cover all areas of the County of Madison every day of the year; and

WHEREAS, only two fueling locations are available for refueling Sheriff's vehicles, an issue that is problematic in certain emergency or other situations beyond the control of Deputies, creating inefficient use of time in driving significant distances to refuel; and

WHEREAS, the Chittenango Central School District has the capability to fuel vehicles and is willing to offer fuel in accordance with the attached agreement; and

WHEREAS, this agreement has been reviewed and approved by the Criminal Justice, Public Safety and Emergency Communications Committee;

NOW, THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is authorized to enter into an agreement on behalf of the County of Madison with the Chittenango Central School District for said purchase, in the form as is on file with the Clerk of the Board.

DATED: September 13, 2016

Roger D. Bradstreet, Sr., Chairman
Criminal Justice, Public Safety and
Emergency Communications Committee

RESOLUTION NO. SO-3

AUTHORIZING THE MODIFICATION OF THE 2016 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2016 Adopted County budget be modified as follows:

General Fund

3110 Sheriff's Office

Expense

A311030 528060 Hand Guns

From

To

\$-0-

\$6,100

Control Total

\$6,100

Revenue

A311030 428099 Interfund Revenue - Personnel
Equipment (Probation)

\$-0-

\$6,100

Control Total

\$6,100

Dated: September 13, 2016

Roger D. Bradstreet, Chairman
Criminal Justice, Public Safety and
Emergency Communications Committee

John A. Reinhardt, Chairman
Finance, Ways and Means Committee