

**STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE**

*Monday, July 3, 2023*

*9:00 a.m.*

*Legislative Chambers, 3<sup>rd</sup> Floor, Annex Building  
Bath, New York*

**\*\*MINUTES\*\***

<b>COMMITTEE:</b>	John V. Malter, Chair Wendy Lozo	Jeffrey P. Horton, Vice Chair Frederick G. Potter	K. Michael Hanna
<b>STAFF:</b>	Jack K. Wheeler Brenda Scotchmer Tim Marshall James Allard Wendy Allard	Christopher Brewer Shawn Sauro Brooks Baker Jennifer Galvan Craig Patrick	Jennifer Prossick Nate Alderman Noel Terwilliger Jennifer DeMonstoy Scott Sprague
<b>LEGISLATORS:</b>	Scott J. Van Etten James Kuhl Robert V. Nichols	Kelly H. Fitzpatrick Hilda T. Lando Gary D. Swackhamer	Carol A. Ferratella Steven P. Maio
<b>OTHERS:</b>	Mary Perham Kristen Klemenz		

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JUNE 5, 2023, MEETING MADE BY MR. POTTER. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENT REQUESTS**

A. Sheriff's Office

1. **Moment of Silence** – Sheriff Allard asked if there could be a moment of silence in remembrance of Trooper Nicholas Clark who was killed in the line of duty five years ago on July 2<sup>nd</sup>, as well as for all first responders who have passed.

2. **Purchase of Mini-Split Air Conditioner Unit in Server Room** – Sheriff Allard requested authorization to purchase the mini-split air conditioner for the server room. He noted that all of the County data is backed up on these servers. The cost is \$16,191.04. Mr. Wheeler explained this will be purchased with the funds that the Legislature approved last week.

**MOTION: AUTHORIZING THE SHERIFF TO PURCHASE A MINI-SPLIT AIR CONDITIONER FOR THE SERVER ROOM AT THE PUBLIC SAFETY BUILDING FOR A TOTAL COST OF \$16,191.04 MADE BY MR. HORTON. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Purchase Controller Replacement REV for Water Lines** – Sheriff Allard requested authorization to purchase the water controller for the water softener system at the Jail. The total cost is \$5,225.

**MOTION: AUTHORIZING THE SHERIFF TO PURCHASE THE WATER CONTROLLER FOR THE WATER SOFTENER SYSTEM AT THE JAIL FOR A TOTAL COST OF \$5,225 MADE BY MR. HORTON. SECONDED BY MR. POTTER. MOTION CARRIES 5-0.**

B. Emergency Services/E-911

1. **Contract Renewals**

a. *Wilmac Recorder* - Mr. Marshall requested authorization to renew the contract with Wilmac for the 911 Recorder for a total cost of \$31,285. This is a budgeted item.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CONTRACT WITH WILMAC FOR THE MAINTENANCE OF THE 911 RECORDER FOR A TOTAL COST OF \$31,285 MADE BY MR. HORTON. SECONDED BY MR. POTTER.**

Mr. Van Etten asked what does this record? Mr. Marshall replied this records the radio, telephone calls for all 911 calls. This has captured all of that data from the beginning. Mr. Wheeler commented there are different records retention requirements depending on the file.

**VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

b. *NetMotion* – Mr. Marshall requested authorization to renew the NetMotion software which provides the secure connectivity for the MDT’s and tablets to the CAD system. The annual cost is \$10,768.22 and is a budgeted item. The cost has increased \$1,200 from last year.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CONTRACT FOR NETMOTION SOFTWARE TO PROVIDE SECURE CONNECTIVITY FOR MDT’S AND TABLETS TO THE CAD SYSTEM FOR AN ANNUAL COST OF \$10,768.22 MADE BY MR. POTTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

c. *Central Square Maintenance* – Mr. Marshall requested authorization to renew the maintenance contract for the CAD system. He noted this will be the last agreement as we will be transitioning to the new CAD system in May or June of 2024. The annual cost is \$252,667.80.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE CENTRAL SQUARE MAINTENANCE CONTRACT FOR THE CAD SYSTEM FOR AN ANNUAL COST OF \$252,667.80 MADE BY MR. HORTON. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

d. *Intrado Phone Maintenance* – Mr. Marshall requested authorization to renew the Intrado Phone maintenance contract for an annual cost of \$42,693.82. He noted this is a budgeted item and this is the first year of a multi-year contract. We just updated the phone system one year ago.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO RENEW THE INTRADO PHONE SYSTEM MAINTENANCE CONTRACT FOR AN ANNUAL COST OF \$42,693.82 MADE BY MR. HORTON. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Purchase of Hardware for CAD Project** – Mr. Marshall stated he would like to hold this item until next month as he is still waiting on pricing from Information Technology.

3. **EMS Coordinator** – Mr. Marshall stated we interviewed five candidates two weeks ago and are in the process of making a final determination. We hope to finalize this week or next.

Mr. Potter asked is the EMS situation addressed in the Comprehensive Plan? Mr. Wheeler replied no. The Comprehensive Plan really focuses on land use and infrastructure, not services.

C. Personnel

1. **Public Defender's Office** – Mr. Alderman requested authorization to waive Rule 16B and create two Case Manager positions, CSEA Grade L in the Public Defender's Office. These positions would be funded under the ILS Grant. Mr. Sauro explained a couple of months ago we entered into an agreement with ILS for the Upstate Family Defense (Child Welfare) Grant and received \$651,564 over a period of three years which breaks out to \$217,811 per year. These funds are only to be used for Article 10 cases. He stated that he would like to thank Personnel for putting together the job description and noted they do have a qualified candidate.

Mr. Maio asked what are Article 10 cases? Mr. Sauro replied those are child neglect and/or abuse cases. Mr. Malter asked what are the qualifications for the position? Mr. Alderman replied they have to have an Associate's Degree in Human Services, Psychology or another related field, plus two years of full-time experience doing case management and/or client assessment.

Mr. Van Etten asked do we get that many cases where we would need two case managers? Mr. Sauro replied yes. Prior to this, our attorneys would do all of that work. There has been a push from ILS to allocate the right resources to reduce caseloads. There are a lot of things that we end up doing that are outside of the scope of what we do legally. This is all about caseload reduction and improving the job that we do.

Mr. Malter asked will these two positions have a caseload maximum? Mr. Sauro replied no. They will mirror the caseload of the attorneys. We have four attorneys in the office. The two case managers will serve those attorneys who are doing Article 10 cases. Mr. Maio asked will they be involved in other caseload cases? Mr. Sauro replied they can be if time allows. The priority is the Article 10 cases and we want to make sure that we do those first.

**MOTION: WAIVING RULE 16B AND AUTHORIZING THE CREATION OF TWO CASE MANAGER POSITIONS, CSEA GRADE L, IN THE PUBLIC DEFENDER'S OFFICE MADE BY MRS. LOZO. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

D. County Manager

1. **Appropriating Funds for Hybrid/Electric Vehicle Operations Training** – Mr. Wheeler explained there is an opportunity to sponsor local fire departments and others to attend hybrid/electric vehicle operations training. You have Diversion funds that come into the General Fund from the Traffic Diversion Program. Mr. Malter asked is the amount requested \$5,000? Mr. Terwilliger replied yes; we would like to sponsor 20 training spots at \$250.00 per slot.

**MOTION: AUTHORIZING THE APPROPRIATION OF \$5,000 FROM THE GENERAL FUND FOR HYBRID/ELECTRIC VEHICLE OPERATIONS TRAINING MADE BY MR. HORTON. SECONDED BY MR. POTTER.**

Mr. Horton asked do you have twenty people that are interested in attending? Mr. Baker replied we have put this out to the local fire departments and they have sent in the names of people who would like to attend. Our goal is to also reserve four or five slots for law enforcement. There will be no more than two people from one department. Our goal is to have one person from each department.

Mr. Malter asked when is the training? Mr. Terwilliger replied it is August 20<sup>th</sup>. The coordination of the spots will be done through the Emergency Services Office. Mr. Malter asked where will the training be done? Mr. Terwilliger replied B&W will be doing the training at their facility. The training has to be hosted by a tow company as the tow companies are the ones that will be moving the vehicles. Mr. Baker commented B&W has really been stepping in to coordinate this.

**VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Sticker Stores** – Mr. Nichols stated he has been getting a lot of questions from people regarding sticker stores. I thought these were illegal? Mr. Baker replied we are waiting for something to come down from

the State. The Governor recently had a press conference. Enforcement comes out of the State Office, but nothing has been done yet and won't be unless the State changes the law or they get more aggressive with tax law.

Mrs. Lando commented the Office of Cannabis Management is supposed to be handling this and they are saying that it could take a couple of years to go through all the sticker stores in New York City. Mrs. Ferratella asked are they starting in New York City? Mr. Baker replied yes and by the time they get here, two years is the estimate.

Sheriff Allard commented there have been enforcement efforts in Ithaca, Binghamton and New York City. There are no licensed establishments in Steuben County at this time. Mr. Nichols commented there are a couple of sticker stores in my district. Mr. Baker commented the State tells us they are aware and for us to send them addresses and whatever information we have. Mr. Terwilliger stated the teeth for enforcement would be the tax. He spoke with a representative in tax enforcement and they don't anticipate enforcement for at least five years. Mr. Nichols asked do they pay sales tax? Mr. Baker replied in theory they are paying the sales tax on the stickers but it is entirely a cash business.

**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 PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. POTTER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: RECOMMENDING RESCINDING LOCAL LAW NO. FOUR OF THE YEAR 2017, PROVIDING FOR THE DEFENSE AND INDEMNIFICATION OF THE SHERIFF OF THE COUNTY OF STEUBEN MADE BY MR. VAN ETEN. SECONDED BY MR. HORTON. MOTION CARRIES 5-1. (MR. VAN ETEN VOTING MEMBER AND MR. HANNA OPPOSED) Resolution Required.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. POTTER. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**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, August 7, 2023**

**9:00 a.m.**

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

**NO LATER THAN NOON**

**Monday, July 31, 2023**