

**STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE**

*Monday, October 3, 2016*

*9:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

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

**COMMITTEE:** Dan C. Farrand, Chair                      Aaron I. Mullen, Vice Chair                      Eric T. Booth  
                    Kelly H. Fitzpatrick                                  Steven P. Maio

**STAFF:** Jack K. Wheeler                                  Mitchell Alger                                  David Cole  
                    Jim Allard    Alan Reed    Cheryl Crocker  
                    Dave Hopkins    Phil Roche    Tim Marshall  
                    Ken Forenz    Andy Morse

**LEGISLATORS:** Joseph J. Hauryski                                  Carol A. Ferratella                                  K. Michael Hanna  
                    John V. Malter    Robert V. Nichols

**OTHERS:** Kristin Klemenz, B & W Towing  
                    Mary Perham

**I. CALL TO ORDER**

Mr. Farrand called the meeting to order at 9:00 a.m. and asked Sheriff Cole to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 12, 2016, AND SEPTEMBER 26, 2016, MEETINGS MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENTAL REQUESTS**

A. 9-1-1

1. **UPS and Battery System Annual Maintenance Contract** – Mr. Hopkins requested authorization to enter into a contract with United Power & Battery Corporation for the annual maintenance of the UPS and Battery system. The annual cost is \$5,000 and this vendor is manufacturer approved. He commented that this is a new vendor to us, however, we have had a maintenance contract in place since the 911 Center opened.

**MOTION: AUTHORIZING THE DIRECTOR OF 911 TO ENTER INTO A MAINTENANCE CONTRACT WITH UNITED POWER & BATTERY CORPORATION FOR THE ANNUAL MAINTENANCE OF THE UPS AND BATTERY SYSTEM FOR AN ANNUAL COST OF \$5,000 MADE BY MR. MULLEN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Request Approval for Additional MDT Seats** – Mr. Hopkins requested approval to purchase 10 additional MDT seats for mobile use. These will be used by the Sheriff's Office. The cost is \$30.00 per seat.

**MOTION: AUTHORIZING THE DIRECTOR OF 911 TO PURCHASE 10 ADDITIONAL MDT SEATS AT A COST OF \$30.00 PER SEAT MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mr. Hauryski stated that he recently read an article regarding hackers and 911 centers. He is concerned about what it could do to us and do we have any protections in place? Mr. Hopkins replied that is a topic that the industry is monitoring. We have certain protocols in place to protect the 911 center from that. Additionally, we are looking into some training opportunities with Homeland Security.

B. Sheriff's Office

1. **Johnson Controls Contract** – Sheriff Cole requested authorization to contract with Johnson Controls for the replacement of the control systems for the heating and air conditioning at the Jail. Mr. Wheeler stated they have a capital project with \$201,000 for this purpose.

**MOTION: AUTHORIZING THE SHERIFF TO CONTRACT WITH JOHNSON CONTROLS FOR THE REPLACEMENT OF THE CONTROL SYSTEMS FOR THE HEATING AND AIR CONDITIONING AT THE JAIL MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **NYS Unified Court System Contract Extension** – Sheriff Cole requested authorization to extend their contract with the NYS Unified Court System for the provision of security services at the current rate. He commented the rate has remained the same since 2014.

**MOTION: AUTHORIZING THE SHERIFF TO EXTEND THE CONTRACT WITH THE NYS UNIFIED COURT SYSTEM FOR THE PROVISION OF SECURITY SERVICES AT THE SAME TERMS AND CONDITIONS MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Approval to Accept Donations to K-9 Program** – Sheriff Cole stated they received two donations to their K-9 program totaling \$800. He requested authorization to accept those donations.

**MOTION: AUTHORIZING THE SHERIFF TO ACCEPT TWO MONETARY DONATIONS TOTALING \$800.00 TO THE K-9 PROGRAM MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

Mr. Hauryski stated that he would like to thank the Sheriff for the lunch he provided to everyone last Friday in recognition of law enforcement week. We are very appreciative and thank you for your dedication and service to the County.

C. Emergency Management Office

1. **Wineglass Marathon** – Mr. Marshall stated that Wineglass Marathon was held on Sunday, October 2<sup>nd</sup> and everything went very well. Mr. Marshall stated they had 6,200 runners. Ms. Fitzpatrick commented that she ran in the half marathon, which had 2,700 runners. There was plenty of room to run, it was very safe and secure. Everyone did a great job and the event was well organized.

2. **Linstar Contract Renewal** – Mr. Marshall stated there are actually two parts to his request. Linstar is a vendor on State contract. The first part, is they provide ID management for our office with regard to the ID's that members of the fire departments carry with them. The second part is we would like to enter into a new contract for five concurrent licenses for software. This would allow five different individuals the ability to manage the software at one time. This would be particularly helpful during a large scale event. The total contract amount, inclusive of both parts, is \$10,272.05. This will be paid for using Homeland Security grant funds.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO RENEW THEIR CONTRACT WITH LINSTAR TO PROVIDE ID MANAGEMENT SERVICES AND INCLUDING A COMPONENT TO ADD FIVE CONCURRENT SOFTWARE LICENSES FOR A TOTAL COST OF \$10,272.05 MADE BY MR. BOOTH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Accepting a Donation from Goodrich Auto Works** – Mr. Marshall requested authorization to accept a donation of \$9,900 from Goodrich Auto Works for the painting of their fire investigation bus. We are providing the paint and Goodrich will be providing the sealer, reducer and hardners, as well as labor and materials for sanding, sandblasting and finishing.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A DONATION OF \$9,900 FROM GOODRICH AUTO WORKS FOR THE SANDING, PREPARATION AND PAINTING OF THE FIRE INVESTIGATION BUS MADE BY MR. MULLEN. SECONDED BY MR. BOOTH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

D. County Manager

1. **Towing RFP** – Mr. Alger stated we plan to continue the current practice of having a rotating list for the coverage of secondary roads with non-commercial vehicles. The rotating list and this RFP will be used as a last resort. If the motorist or first responder makes a selection, than that is who will be dispatched. If that process does not happen, then the RFP award would apply. Mr. Wheeler commented we would prefer that the motorist or the first responders make that choice in each case. Mr. Booth asked how often does this happen where they do not request a specific company? Mr. Wheeler replied it happens more often than you would think. We have between 60 – 100 per month.

Mr. Alger stated that he, Scott Sprague, Jerry Miller and Andy Morse reviewed the RFP's and made visits. We also consulted with 911 and the Emergency Management Office. We are proposing awarding to T&R Towing as primary for both categories for sections 1 – 5. B & W Towing is proposed to be the secondary for sections 1 and 2. Secondary for Section 3, category 1 is Wilbri and category 2 to Bill Carpenter's. Section 5 Bill Carpenter's is awarded as secondary for both categories. The consensus was that T & R staff have the capabilities to award them as primary.

Mr. Wheeler stated this is very similar to the proposal we had before. We have added more secondary's. He noted that the secondary is not a rotation for the ease of dispatching. If the primary is unable to response, then the call goes to the secondary. This is not a rotation.

Mr. Maio asked we do a rotation for the other roads, why doesn't that present the same difficulty? Mr. Wheeler replied it is much more straightforward to have a primary and secondary. On the highway, you need to expedite and not using a rotation, we felt, was the best way to go. We also are following past practice. Mr. Booth asked the other vendors listed did not meet the criteria? Mr. Wheeler replied that is correct. The smaller companies cannot handle all of the commercial vehicles.

Mr. Farrand stated that he would like to thank Mr. Alger, Mr. Miller, Mr. Morse and Mr. Sprague and the County Attorney for reviewing everything. We appreciate all your work on this.

**MOTION: AWARDING THE RFP FOR TOWING AS FOLLOWS: CATEGORY 1: SECTION 1 – T & R TOWING PRIMARY, B & W TOWING SECONDARY; SECTION 2 – T & R TOWING PRIMARY, B & W TOWING SECONDARY; SECTION 3 – T & R TOWING PRIMARY, WILBRI SECONDARY; SECTION 4 – T & R TOWING PRIMARY AND SECONDARY; SECTION 5 – T & R TOWING PRIMARY, BILL CARPENTER'S SECONDARY; CATEGORY 2: SECTION 1 – T & R TOWING PRIMARY, B & W TOWING SECONDARY; SECTION 2 – NO AWARD; SECTION 3 – T & R PRIMARY, BILL CARPENTER'S SECONDARY; SECTION 4 – T & R TOWING; SECTION 5 – T & R TOWING PRIMARY, BILL CARPENTER'S SECONDARY MADE BY MR. MAIO. SECONDED BY MR. HAURYSKI FOR DISCUSSION.**

Mr. Booth stated that we need to create a rotating list for any towing agency that meets the requirements. Mr. Farrand stated we are responsible as a County to get accidents secured and removed. Mr. Booth stated that you can do that by rotating those that meet the criteria.

Mr. Wheeler stated if the majority of the committee wants to consider a rotating list, we would need to go back and review. These proposals were made based on a primary and secondary. Mr. Booth commented he believes that if they are legitimately capable of providing the service, they should be rotated. If not, then they are not included on the list.

Mr. Maio asked how long is the RFP award valid? Mr. Wheeler replied it would be valid for one year, with three optional one-year renewals. Mr. Maio stated if a motion was made to rotate only the primary and secondary, would that need to go back for review? Mr. Wheeler replied yes. We evaluated the proposals based on our current operational standards.

Mr. Mullen and Ms. Fitzpatrick both indicated that they would be abstaining due to professional conflicts.

**VOTE ON PREVIOUS MOTION: MOTION CARRIES 3-1-2. (YES – LEGISLATORS FARRAND, HAURYSKI AND MAIO; NO – LEGISLATOR BOOTH; ABSTAINED – LEGISLATORS FITZPATRICK AND MULLEN).**

**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 MS. FITZPATRICK. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

**MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MS. FITZPATRICK. 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 7, 2016**  
**9:00 a.m.**  
**PLEASE PROVIDE AGENDA ITEMS**  
**NO LATER THAN NOON**  
**Monday, October 31, 2016**