

**STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE**

*Monday, August 6, 2018*

*9:00 a.m.*

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

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

<b>COMMITTEE:</b>	Aaron I. Mullen, Chair Frederick G. Potter	Kelly H. Fitzpatrick, Vice Chair Thomas J. Ryan	Steven P. Maio
<b>STAFF:</b>	Jack K. Wheeler Tim Marshall Shawn Sauro	Mitchell Alger James Allard Alan Reed	Tina Goodwin Cheryl Crocker Brooks Baker
<b>LEGISLATORS:</b>	Joseph J. Hauryski Hilda T. Lando Gary B. Roush	Carol A. Ferratella John V. Malter Scott J. Van Etten	K. Michael Hanna Robert V. Nichols
<b>OTHERS:</b>	Mary Perham		

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JULY 2, 2018, AND JULY 23, 2018, MEETINGS MADE BY MR. RYAN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. MAIO ABSENT FOR VOTE)**

**III. DEPARTMENTAL REQUESTS**

A. Public Defender

1. **ILS Distribution 5 Grant** – Mr. Sauro requested authorization to transfer the remaining Indigent Legal Services (ILS) Distribution 5 Grant funds into the Personnel and Operating Expenses line items for the Conflict Defender’s Office.

**MOTION: AUTHORIZING THE PUBLIC DEFENDER TO TRANSFER THE REMAINING INDIGENT LEGAL SERVICES DISTRIBUTION 5 GRANT FUNDS INTO THE PERSONNEL AND OPERATING EXPENSE LINE ITEMS FOR THE CONFLICT DEFENDER’S OFFICE MADE BY MR. POTTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. 911

1. **Pictometry Contract** – Mrs. Goodwin requested authorization to renew the Pictometry contract. They will fly the County to give us aerial images which are used by 911, public safety and town assessors. Part of this package includes ChangeFinder which allows the assessors to see changes on properties and structures. We have money budgeted for this.

Mr. Mullen asked for an explanation of the advanced training which includes hotel and airfare? Mrs. Goodwin replied that is for a national conference that our GIS technician would attend, but has not yet. Mr. Mullen asked what is Pictometry Connect Early Access? Mrs. Goodwin replied once they do the flyover, there is a certain period of time that it takes them to scrub the files. The early access would give us access to those pictures before

they are released. We are not paying extra for that early access. Mr. Reed commented with regard to training, he always feels that is a positive record piece and it gives us a continuity of record that staff received training.

Mr. Mullen commented he thought Pictometry was based out of Rochester. Mrs. Goodwin replied when they first started they were based out of Rochester. They have recently been purchased by Eagle View.

Mr. Van Etten asked what did this cost last time? Mrs. Goodwin explained last year we signed a year early and received a lot of promotional discounts. With them being acquired by a new company, we will still receive some of those discounts, but it will cost a little more than last time.

Mr. Potter asked when will the project begin? Mrs. Goodwin replied they will start immediately. They will be scheduled to fly this fall after the leaves drop, but before snowfall. Then they will do another fly in the spring before the leaves bud out. The flyovers are scheduled every three years.

Mr. Potter asked how are they paid? Mr. Wheeler replied this is budgeted for every year. This is a significant amount of money, but it will be an incremental increase in your budget.

Mrs. Ferratella commented 99 percent of our assessors use the system and it is critical that we have this. Mr. Wheeler stated this is a program that is used by 911 and many other departments on a daily basis. Mr. Potter asked there is no cost to the assessors to use this? Mrs. Goodwin replied that is correct.

**MOTION: AUTHORIZING THE DIRECTOR OF 911 TO RENEW THE CONTRACT WITH PICTOMETRY FOR THREE YEARS FOR A TOTAL COST OF \$736,986.76 MADE BY MS. FITZPATRICK. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

C. District Attorney

1. **Contingent Fund Transfer** – Mr. Baker requested authorization for a contingent fund transfer in the amount of \$88,000 to cover costs through the end of the year. The main reason for this is to cover the costs for the Neurauter trial for witness and expert testimony expenses. Additionally, we need to cover transcription costs related to drug cases as we have increased grand jury from two times per month to three times per month.

**MOTION: AUTHORIZING A CONTINGENT FUND TRANSFER OF \$88,000 TO THE DISTRICT ATTORNEY'S 2018 BUDGET TO COVER EXPENSES THROUGH THE END OF THE YEAR MADE BY MR. RYAN. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

D. Emergency Management Office

1. **MOA – Mutualink** – Mr. Marshall requested authorization to extend the Memorandum of Agreement with the NYS Office of Homeland Security and including additional subscriber units. He commented there is no cost to the County.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO EXTEND THE MEMORANDUM OF AGREEMENT WITH THE NYS OFFICE OF HOMELAND SECURITY AND INCLUDING ADDITIONAL SUBSCRIBER UNITS MADE BY MR. POTTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Renewal of NICE Recording Contract** – Mr. Marshall requested authorization to renew the contract with Motorola for the NICE Recording system. This system records all radio traffic and is housed at 911. This renewal will take us through December 31, 2018. After that, we will include this with the regular radio contract in January. The cost is \$11,180 through December 31, 2018.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO RENEW THE CONTRACT WITH MOTOROLA FOR THE NICE RECORDING SYSTEM FOR \$11,180 THROUGH DECEMBER 31, 2018 MADE BY MR. POTTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Awarding RFP for Toxicology Services** – Mr. Marshall informed the committee that they had issued a request for proposals for toxicology services for autopsy services. The Monroe County Medical Examiner’s Office was sending out the labs to a second party vendor for lab work and then billing us directly. We received a proposal from NMS Labs out of Pennsylvania. He recommended awarding to NMS Labs for \$180.00 for basic testing and \$250.00 for advanced testing. In addition they also provided rates for expert services analytical support.

Mr. Mullen asked how much was Monroe County billing us? Mr. Marshall replied they were sending the labs to NMS Labs and they were billing us direct. Mr. Wheeler commented this is a significant savings from what we paid originally.

**MOTION: AWARDING THE REQUEST FOR PROPOSALS FOR FORENSIC TOXICOLOGY SERVICES TO NMS LABS OUT OF PENNSLYVANIA FOR \$180.00 FOR BASIC TESTING AND \$250.00 FOR ADVANCED TESTING, INCLUDING A PRICE LIST FOR EXPERT SERVICES SUPPORT MADE BY MR. RYAN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

4. **Motorola VHF Simulcast Project** – Mr. Marshall explained we have been in the process of taking the Fire Service from low-band to VHF to put them on the same platform as Law Enforcement and EMS. We have been working with Televate trying to find a project that will work for our County. He requested authorization to enter into a contract with Motorola Solutions for a total cost of \$1,220,886.99 to upgrade the Fire Service to a Simulcast VHF system.

Mr. Wheeler commented this will all be paid for with State grant funds. This is an upgrade in technology. This will increase your maintenance for the annual contract to maintain the radio equipment. Getting Fire and EMS on the same platform is critical. Mr. Marshall has done an excellent job. We have had frequency issues and Televate has been a tremendous resource and have helped to make the system much more efficient.

Mr. Marshall stated the Law Department has reviewed the pricing and we are negotiating a payment schedule with the State contract pricing. With the new State Interoperable Formula Grants, the maintenance costs will now be covered.

Mr. Maio asked what is the ballpark figure for annual maintenance? Mr. Marshall replied approximately \$200,000. Mr. Wheeler stated we have our full-time radio technician who does a lot of the work.

Mr. Swackhamer asked for an explanation of the antennae relocation. Mr. Marshall stated we have some antennae on the towers that are too close and are causing intermodule issues. These antennae will need to be separated and spaced out. Mr. Swackhamer asked what will the coverage be? Mr. Marshall stated it will be better than the 95 percent coverage in 95 percent of the County that we have right now.

Mr. Maio asked where are the coverage gaps? Mr. Wheeler replied we have a large coverage gap in Cohocton due to where the village is situated among the hills. We are looking to add another structure at the village water tank. This would entail a building and a telephone pole. Once that is installed, we would like to run the fiber optic to that new building and put in radio communications. The structure will be very simple and we will have a telephone pole with antennae to cover that area. That will be a very low cost.

Mr. Wheeler stated this project fills the gaps in pretty good. This will be an interactive process. There will be some gaps, but we anticipate that it will be better.

Mr. Mullen asked Mr. Marshall to briefly explain what a simulcast system is. Mr. Marshall stated right now each tower site is separate. With a simulcast system, it will cover the entire county simultaneously and each of the towers will hear each other. That will be a big change for the firefighters, but it will be a nice addition.

Mr. Potter asked does the proposal for shared services with the Pennsylvania border fit into this? Mr. Marshall replied we will be looking at the shared services with Pennsylvania, but it is not part of this project. In the future, we will be looking to partner with Tioga County, PA.

Mr. Potter asked what are the optional items that are listed? Mr. Marshall replied those are for services that we will probably not need. Our goal right now is to get this project up and running. Mr. Mullen asked what is the timeframe? Mr. Marshall replied Motorola is quoting 7 – 8 months, which is very aggressive. We still need to do the custom design review and at that time we will hash out the schedule. He would say probably 12 months to final completion.

Mr. Van Etten asked with this \$1.2 million project, how much is County cost? Mr. Marshall replied there will be minimal or no County cost. Mr. Van Etten asked what about the maintenance? Mr. Wheeler explained if we can reallocate those expenses to the formula grant, those will be covered. If not, then you would be looking at an annual maintenance cost of \$50,000.

Mr. Mullen asked if we were unable to get State funding for this system, how much additional cost is the simulcast system adding? Mr. Marshall replied you are adding additional components to the system and that is why the cost is going up. Mr. Malter asked what is the useful life of this system? Mr. Marshall replied that is hard to rate. With the new components, you do not know if you will have a long life. The technology is constantly changing. We are conducting upgrades utilizing grant funds on a fairly regular basis.

Mr. Malter asked do we know what the grant funding will be like going forward? Perhaps we should look at creating a capital project for the future. Mr. Wheeler replied we have a Communications Capital Project for 911 and EMO. The grant funds we receive are from the cell phone surcharges. The State funds are pretty stable. Mr. Mullen asked that Mr. Marshall provide the committee with an update at the September meeting.

Ms. Fitzpatrick asked how will this system improve communications? Mr. Marshall replied it should greatly improve communications. With simulcast, everyone will hear everything at the same time. Right now, they are on a 30 second delay. Having Fire, Law Enforcement and EMS on VHF means they do not have to carry two radios. We also have assigned work channels for big incidents.

Mr. Maio asked the Cohocton installation will be \$26,000 after you erect a new pole and building? Mr. Marshall replied yes, this will be the installation of equipment after the erection of a pole.

Mr. Potter asked will this new system have an impact on the Town Highway Superintendents? Mr. Marshall replied not at this time. We will need to look at a project for that in the future.

**MOTION: APPROVING THE MOTOROLA VHF SIMULCAST PROJECT TO MOVE FIRE SERVICES TO VHF FOR A TOTAL PROJECT COST OF \$1,220,886.99, SAID PROJECT TO BE PAID FOR WITH GRANT FUNDS MADE BY MR. POTTER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

5. **Cohocton Water Tower Site** – Mr. Marshall stated the site they are looking at is near the Cohocton Water Tower, off of CR 121. We would like to install a small building with a telephone pole to mount antennae. Additionally, we would run the fiber optic to that location to free the communications for the radio system. The next step is to enter into an inter-municipal agreement with the Village of Cohocton for the use of that property. We also would need to approve an easement with the adjacent property owner on CR 121 to run the buried fiber optic from CR 121 to the site.

Mr. Ryan asked what would be the cost? Mr. Marshall replied it will cost \$30,000 to run the fiber optic. The Village currently maintains the access road, but we are still by the adjacent landowner and she is asking if the County would maintain the road. Mr. Mullen commented he does not want to maintain the road. Mr. Marshall stated we typically plow the roads to access our towers. These are items that still need to be worked out. Mr. Mullen stated the general consensus of the committee is to have the Village continue to maintain the road.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT WITH THE VILLAGE OF COHOCTON FOR THE USE OF THEIR PROPERTY BY THE COHOCTON WATER TOWER TO INSTALL A BUILDING AND POLE FOR RADIO COMMUNICATIONS MADE BY MR. MAIO. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

6. **Autopsy Services** – Mr. Marshall stated the committee had authorized a professional services contract with Twin Tiers Pathology for autopsy services. It was brought to our attention during the process of writing the contract that we are paying \$1,275 for autopsy services, but \$400 of that is actually being paid to Lourde’s Hospital for the lab technician. The \$1,275 is not all inclusive to Twin Tiers Pathology. He requested authorization to contract with Lourde’s Hospital for \$400 for technician services for autopsy services.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO CONTRACT WITH LOURDE’S HOSPITAL FOR TECHNICIAN SERVICES FOR AUTOPSY SERVICES AT A RATE OF \$400 PER CASE MADE BY MR. RYAN. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

E. Sheriff’s Office

1. **Deputy/Officer Uniform Bid** – Sheriff Allard requested authorization to put out the bid for Deputy and Officer uniforms. The bid is made up of three parts; leather goods, brass and badges and uniforms.

**MOTION: AUTHORIZING THE SHERIFF, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR DEPUTY AND OFFICER UNIFORMS MADE BY MS. FITZPATRICK. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **School Resource Officers Uniforms** – Sheriff Allard requested authorization to transfer \$54,000 from school reimbursement to uniforms (\$30,600) and minor equipment (\$23,400) to purchase uniforms and miscellaneous equipment for school resource officers.

**MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$54,000 FROM SCHOOL REIMBURSEMENT AND APPROPRIATING \$30,600 TO THE UNIFORMS LINE ITEM AND \$23,400 TO THE MINOR EQUIPMENT LINE ITEM TO PURCHASE UNIFORMS AND MISCELLANEOUS EQUIPMENT FOR SCHOOL RESOURCE OFFICERS MADE BY MR. POTTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Contingent Fund Transfer** – Sheriff Allard requested authorization for a Contingent Fund Transfer of \$25,000 to the Jail budget to cover end of year expenses for housing out inmates. Due to the Neurauter trial, the daughter is being housed at the Jail and the father is being housed at the Livingston County Jail. We are required to house out the father due to judge’s orders.

**MOTION: AUTHORIZING A TRANSFER OF \$25,000 FROM THE CONTINGENT FUND TO THE 2018 JAIL LINE ITEM FOR THE LODGING OF PRISONERS MADE BY MS. FITZPATRICK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

4. **Inmate Tablets** – Mr. Malter asked what vendor are you using to purchase tablets for the inmates? Sheriff Allard replied GTEL. Mr. Malter stated he only asks as he saw a special on Capitol Tonight

which was covering a story about Idaho inmates who hacked into the tablets and were able to transfer money into their own accounts.

**IV. OTHER BUSINESS**

A. **Ice Damage** – Mr. Hauryski stated last year the Town of Campbell sustained ice damage. A project that was undertaken by the Town of Campbell and the Steuben County Soil & Water Conservation District was completed last week. There is sizeable acreage that Upstate Milk owns along the river and we had a company come in and clear the trees and brush away. Now when the river ices and there is an ice jam, that will be carried into that field. Upstate Milk is hoping to be able to lease that property. Mr. Marshall commented they have been working with the Army Corps of Engineers and they are going to contact us to see if there is anything else they could assist us with in that area. They have indicated they are willing to meet with the Town and Soil & Water about future projects to address the ice jams and flooding.

**MOTION: TO ADJOURN MADE BY MR. RYAN. 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\*\*Monday, September 10, 2018\*\*PLEASE NOTE CHANGE\*\*  
9:00 a.m.**

**PLEASE PROVIDE AGENDA ITEMS  
NO LATER THAN NOON  
Monday, August 27, 2018.**