

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **FIRE PREVENTION & CONTROL**

DATE: MAY 25, 2006

Committee Members Present:

Supervisors VanNess
Bentley
Belden
Haskell
Barody
Geraghty
Girard

Others Present:

Marvin Lemery, Fire Prevention & Building
Code Enforcement Administrator
Gary Scidmore, Emergency Medical
Services Coordinator
William Thomas, Chairman
Joan Sady, Clerk
Supervisor Stec
Supervisor Tessier
Kate Hogan, District Attorney
Sheriff Cleveland
See Sign-In Sheet for additional guests
Carlene A. Ramsey, Sr. Legislative Office
Specialist

Mr. VanNess called the meeting to order at 9:34 a.m.

Marvin Lemery, Fire Prevention & Building Code Enforcement Administrator, distributed an Agenda packet to each of the Committee members and a copy is on file with the minutes.

Motion was made by Mr. Geraghty, seconded by Mr. Belden and carried unanimously to approve the minutes of the previous meeting, subject to correction by the Clerk.

Mr. Lemery pointed out the first item on the Agenda was Fire Prevention & Control, A. Training Center update. He stated that visits were being scheduled to view the training centers in Lake Placid and Oneida County, along with a FDNY (Fire Department of New York City) center, possibly in late June. Once the final dates were available, he said, he would let everyone know.

In addition, Mr. Lemery mentioned the County Attorney had been diligently working on the RFQ (request for qualifications) for the Warren/Washington County Emergency Services Training Facility. He distributed a draft RFQ to each of the Committee members and a copy is on file with the minutes.

Mr. Lemery reported the RFQ would include language regarding the study of additional sites and soil sampling at other areas that may be of interest to Warren County. He said he understood Mr. Dusek intended to issue the RFQ within the next couple of weeks.

In connection with the training center, Mr. Lemery reported that a couple of different contracting firms had requested an opportunity to discuss some possible alternative construction solutions. He suggested that if a date could be selected for the two Counties' sub-committees to meet with the 2 firms (before the RFQ was issued), he would be glad to inform the various groups.

Messrs. Stec and Bentley entered the meeting at 9:36 a.m.

Motion was made by Mr. Belden, seconded by Mr. Bentley, and carried unanimously to schedule a meeting, for early June, so the two sub-committees could meet with the construction firms.

Mr. Haskell queried what the specific purpose of the meeting was.

Mr. VanNess clarified the meeting would provide an opportunity for the alternate construction plans for the training center to be presented to the Warren County and Washington County Training Center sub-committees.

Mr. Belden indicated June 7-10 would not be good meeting dates for him.

Mr. VanNess indicated that Mr. Lemery should consult with the Clerk of the Board, Joan Sady, as to an appropriate date.

Returning to Agenda review at Item IB, Fire Advisory Board, and IC, EMS Advisory Board, Mr. Lemery indicated both boards' appointments would expire as of June 30, 2006. He presented 2 resolution request forms for the re-appointment of the current members, as he noted there were no membership changes for either board. However, he pointed out the Fire Advisory Board was structured for 11 seats, although there were only 10 current members. He said one member was no longer a fire chief and the vacancy needed to be filled by someone from that same region, to ensure fair representation throughout the County.

Motion was made by Mr. Belden, seconded by Mr. Haskell and carried unanimously to approve the proposed slate of members to the Fire Advisory Board and EMS Advisory Board; and to authorize resolutions be prepared for the June 16th Board meeting. Copies of the resolution request forms are on file with the minutes.

Turning to Agenda Item ID, Cause and Origin Team, Mr. Lemery reported there were no active members of the team, as established by Resolution No. 16 of 2001. Therefore, he presented a resolution request form to abolish the Warren County Cause and Origin Investigation Team.

Mr. VanNess pointed out an executive session would be necessary, before further discussion of the Cause and Origin Team.

Mr. Lemery continued Agenda review at Item IF, WMD/Hazmat physicals. He reminded the Committee members of the County's contract with the City of Glens Falls Fire Department for their services as front-line responders on the WMD/Hazmat Team. As front-line responders, he said, the members were required to obtain an extensive physical examination, and the cost estimate for such physicals had come in at just under \$20,000.

In response to Mr. VanNess' questions, Mr. Lemery noted the County had committed to reimburse the City for related expenses, up to \$25,000 per year, for 3 years, although no funds had been appropriated in the Budget. To date, he pointed out, the County had spent approximately \$12,000 (during the 1st year). The cost estimate, he noted, had been provided by the Occupational Health group at Glens Falls Hospital.

Motion was made by Mr. Geraghty, seconded by Mr. Haskell and carried unanimously to authorize the Request to Transfer Funds, in the amount of \$20,000, be forwarded to the Finance Committee to determine the source of funding. A copy of the transfer request form is on file with the minutes.

Continuing with Agenda review at II. Building Codes, Mr. Lemery directed attention to the April activity report, included with the Agenda packet. He pointed out the number of permits was up by 15% and the revenue was up by 23%, when compared to activity levels in 2005. He noted the industry predictions were for this growing trend to continue for another 3-4 years.

Mr. Lemery moved to Agenda Item II B, and he presented a request to create a full-time Code Enforcement Officer position.

Mr. Haskell pointed out the Department's activity reports (over for the last 3 or 4 years) had repeatedly indicated increased activity. He said he felt it was time to increase the Building Code staff with a full-time Code Enforcement Officer.

Mr. Lemery responded to questions from various supervisors, as he noted the Department had never collected enough revenues to be self-sufficient, although it had come close to covering the personnel costs. For the balance of 2006, he estimated, the new position would require approximately \$18,000. He indicated that \$14,000 had previously been appropriated for a part-time building inspector although the position had never been filled.

Motion was made by Mr. Haskell, seconded by Mr. Belden and carried unanimously to approve the request to create a new position, of full-time Code Enforcement Officer, be forwarded to the Personnel Committee, provided the salary would be paid out of the existing Budget. A copy of the request form is on file with the minutes.

Returning to Agenda review at Item IIC, Vehicle Request Information, Mr. Lemery reminded the Committee of previous discussions regarding the increasing costs for

mileage reimbursement to the building inspectors.

Mr. Lemery reported the bill out dates on current State contracts had passed by for 2006. As for leasing through local automobile dealers, he stated, the mileage restrictions were too low for consideration. Given the time of year, he said he would prefer to leave the situation as it stands for the remainder of 2006. He remarked that when he prepared the Department's 2007 Budget, he would incorporate the transition to department vehicles at that time.

Mr. Haskell noted that some municipalities may have elected not to take the vehicles included in the State contracts. He suggested, there may be some "left over vehicles" that Warren County may be able to pick up. Mr. Lemery acknowledged he would report back to the Committee on that possibility.

Mr. Haskell said he felt it would be much better if the building inspectors entered a given construction site, in a County marked-vehicle, while wearing some type of uniform apparel. He said that contractors did not want unidentified people walking onto their job sites.

Following a brief discussion, motion was made by Mr. Belden, seconded by Mr. Haskell and carried unanimously to authorize Mr. Lemery to pursue the possibility of "left-over" vehicles that may be available through State contracts.

Mr. VanNess requested an executive session in order to discuss matters related to a particular person's employment history; and motion was made by Mr. Haskell, seconded by Mr. Belden, and carried unanimously, that executive session be declared pursuant to Section 105 (f) of the Public Officers Law.

Mr. VanNess requested the District Attorney, Sheriff, and Glens Falls Fire Chief to remain for the executive session.

Executive session was declared from 9:50 a.m. to 10:10 a.m.

Committee reconvened.

Motion was made by Mr. Belden, seconded by Mr. Geraghty and carried unanimously to authorize a contract with the City of Glens Falls for the services of Arson Investigators, (Level Two status), on as "as needed basis" to be determined by the Warren County Fire Coordinator.

Chief Cote clarified the Common Council for the City of Glens Falls would also need to review the proposal.

Motion was made by Mr. Haskell, seconded by Mr. Bentley, and carried unanimously to authorize an RFP to be issued for Arson Investigator services, to begin January 1,

2007; for both an hourly rate and a yearly rate.

Privilege of the floor was extended Mr. Scidmore, EMS Coordinator, and he extended his appreciation to the Committee for the opportunity to speak with the Committee.

Sheriff Cleveland exited, and Mr. Tessier entered the meeting at 10:15 a.m.

Mr. Scidmore reported his Office had received grant funds through the Public Health Department to cover the purchase of a portable, inflatable structure that would be primarily used for the most severely injured victims. He stated it could also be used as an emergency treatment center; a rehabilitation center for firefighters; or temporary morgue. (He circulated a photograph, which is on file with the minutes.)

General discussion ensued.

Mr. Scidmore said he was optimistic that additional grant funds would eventually become available to allow the purchase of two additional structures.

Following a brief discussion, Mr. Scidmore reported he would also like to obtain a trailer that could be used to transport the structure.

Mr. Barody entered the meeting at 10:18 a.m.

It was the consensus of the Committee that the future meeting agendas would include a report from the EMS Coordinator.

Mr. Scidmore thanked the Committee for making room on the meeting agenda to allow for his status report.

There being no further business to come before the Committee, on motion by Mr. Barody and seconded by Mr. Haskell, Mr. VanNess adjourned the meeting at 10:20 a.m.

Respectfully submitted,
Carlene A. Ramsey, Sr. Legislative Office Specialist