

FIRE PREVENTION & BUILDING CODE ENFORCEMENT
WARREN COUNTY MUNICIPAL CENTER
1340 STATE ROUTE 9
LAKE GEORGE NY 12845

Karen Putney
Administrator

518 761-6542
FAX 518 761-6564
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TO: PUBLIC SAFETY COMMITTEE
FIRE PREVENTION & BUILDING CODE ENFORCEMENT

FROM: KAREN PUTNEY, ADMINISTRATOR

DATE: MAY 26, 2010

RE: AGENDA

FIRE PREVENTION & BUILDING CODES PORTION

- I. PENDING ITEMS—
- II. MONTHLY ACTIVITY REPORT (November, December, January, February, March and April) We ended 2009 down 10% in revenues from 2008 and down 15% in permit issuance numbers from 2008. At the end of April of this year we were down 32% in revenues from 2009 and down 6% in permit issuance numbers from 2009. As of last Friday we are 25% down in revenues from 2009 and 5% down in permit issuance numbers from 2009.
- III. BUDGET PERFORMANCE REPORT-Our records agree with this report.
- IV. NEW BUSINESS
 - A. OFFICE MOVE
 - B. ANNUAL REPORTS
 1. 2010 DEPARTMENT ANNUAL NUMBERS
 2. 2009 STATE UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT
 - C. RESOLUTION TO AMEND FEE SCHEDULE
 - D. WORK SMART PROGRAM
 - E. FLOOD PLAIN UPDATE
 - F. COPY OF FAX FROM STATE CODES
 - G. UPDATE ON NEW CODE BOOKS
 - H. PROCEDURE BY THE STATE TO CHANGE THE UNIFORM CODE
 1. By legislation (emergency measures)
 2. Through the State Code Council (as the ICC updates the current ICC Code, the State Code Council votes to adopt, refine or reject those changes and adopt them into law; they aim for every three years but it does not happen on a timely schedule)
 - I. ENFORCEMENT ISSUES
 1. PERMITS NOT RENEWED—NO C.O. OR C.C. ISSUED
 2. BUILDING WITHOUT PERMITS
 3. NO REQUIRED INSPECTIONS—EVEN ON PERMITTED PROJECTS

**WARREN COUNTY DEPARTMENT OF FIRE PREVENTION &
BUILDING CODE ENFORCEMENT**

November

ACTIVITY REPORT FROM 10/30/2009-11/25/2009

		No. of Permits			
		10/30/2009-11/25/2009		01/01/2009-11/25/2009	
		New Const.	Add. or Alter.	New Const.	Add. or Alter.
A1	Assembly Group	0	0	0	0
A2	Assembly Group	0	0	0	8
A3	Assembly Group	0	0	0	7
A4	Assembly Group	0	0	0	0
A5	Assembly Group	0	0	0	1
B1	Business	0	0	1	4
B2	Business	0	0	0	0
B3	Business	0	0	0	0
D1	Demolition	8	0	59	0
E1	Educational Group	0	0	0	0
F1	Factory Group	0	0	1	0
F2	Factory Group	0	0	0	0
H1	High-Hazard Group	0	0	0	0
H2	High-Hazard Group	0	0	0	0
H3	High-Hazard Group	0	0	1	0
H4	High-Hazard Group	0	0	0	0
H5	High-Hazard Group	0	0	0	0
I1	Institutional	0	0	0	0
I2	Institutional	0	0	0	0
I3	Institutional	0	0	0	0
I4	Institutional	0	0	0	0
M1	Mercantile	0	2	1	5
P1	Permit Renewals	38	0	393	0
R1	Residential Group	0	0	1	15
R2	Residential Group	0	0	1	5
R3	Residential Group	0	0	2	0
R4	Residential Group	0	0	0	0
RM	Residential Manufactured Home	0	0	12	2
S1	Storage	0	0	0	4
S2	Storage	1	0	1	1
SF	SINGLE FAMILY DWELLING	15	15	86	180
TF	TWO FAMILY DWELLING	0	0	0	3
TH	TOWNHOUSE	0	0	0	3
U1	Miscellaneous	20	1	128	11
	Permit Subtotal	82	18	687	249
	Permit Total	100		936	

_____ Field Inspections

_____ Public Assembly Inspections

\$14,976.00 Total Fees For Date Range

_____ Fire Inspections

**WARREN COUNTY DEPARTMENT OF FIRE PREVENTION &
BUILDING CODE ENFORCEMENT**

January
ACTIVITY REPORT FROM 01/01/2010-01/28/2010

		No. of Permits			
		01/01/2010-01/28/2010		01/01/2010-01/28/2010	
		New Const.	Add. or Alter.	New Const.	Add. or Alter.
A1	Assembly Group	0	0	0	0
A2	Assembly Group	0	0	0	0
A3	Assembly Group	0	0	0	0
A4	Assembly Group	0	0	0	0
A5	Assembly Group	0	0	0	0
B1	Business	0	1	0	1
B2	Business	0	0	0	0
B3	Business	0	0	0	0
D1	Demolition	3	0	3	0
E1	Educational Group	0	0	0	0
F1	Factory Group	0	0	0	0
F2	Factory Group	0	0	0	0
H1	High-Hazard Group	0	0	0	0
H2	High-Hazard Group	0	0	0	0
H3	High-Hazard Group	0	0	0	0
H4	High-Hazard Group	0	0	0	0
H5	High-Hazard Group	0	0	0	0
I1	Institutional	0	0	0	0
I2	Institutional	0	0	0	0
I3	Institutional	0	0	0	0
I4	Institutional	0	0	0	0
M1	Mercantile	0	0	0	0
P1	Permit Renewals	14	0	14	0
R1	Residential Group	0	1	0	1
R2	Residential Group	0	0	0	0
R3	Residential Group	0	0	0	0
R4	Residential Group	0	0	0	0
RM	Residential Manufactured Home	0	0	0	0
S1	Storage	0	0	0	0
S2	Storage	0	0	0	0
SF	SINGLE FAMILY DWELLING	2	3	2	3
TF	TWO FAMILY DWELLING	0	0	0	0
TH	TOWNHOUSE	0	0	0	0
U1	Miscellaneous	4	0	4	0
Permit Subtotal		23	5	23	5
Permit Total		28		28	

_____ Field Inspections
 _____ Total Fees For Date Range
 \$4,361.00

_____ Public Assembly Inspections
 _____ Fire Inspections

**WARREN COUNTY DEPARTMENT OF FIRE PREVENTION &
BUILDING CODE ENFORCEMENT**

March

ACTIVITY REPORT FROM 02/26/2010-03/25/2010

		No. of Permits			
		02/26/2010-03/25/2010		01/01/2010-03/25/2010	
		New Const.	Add. or Alter.	New Const.	Add. or Alter.
A1	Assembly Group	0	0	0	0
A2	Assembly Group	0	0	1	1
A3	Assembly Group	1	1	1	1
A4	Assembly Group	0	0	0	0
A5	Assembly Group	0	0	0	0
B1	Business	1	0	1	2
B2	Business	0	0	0	0
B3	Business	0	0	0	0
D1	Demolition	4	0	8	0
E1	Educational Group	0	0	0	0
F1	Factory Group	0	0	0	0
F2	Factory Group	0	0	0	0
H1	High-Hazard Group	0	0	0	0
H2	High-Hazard Group	0	0	0	0
H3	High-Hazard Group	0	0	0	0
H4	High-Hazard Group	0	0	0	0
H5	High-Hazard Group	0	0	0	0
I1	Institutional	0	0	0	0
I2	Institutional	0	0	0	0
I3	Institutional	0	0	0	0
I4	Institutional	0	0	0	0
M1	Mercantile	0	0	0	1
P1	Permit Renewals	28	0	61	0
R1	Residential Group	0	1	0	3
R2	Residential Group	0	1	0	1
R3	Residential Group	0	0	0	0
R4	Residential Group	0	0	0	0
RM	Residential Manufactured Home	1	0	1	0
S1	Storage	0	0	0	0
S2	Storage	0	0	0	0
SF	SINGLE FAMILY DWELLING	9	7	11	14
TF	TWO FAMILY DWELLING	0	0	0	0
TH	TOWNHOUSE	0	0	0	0
U1	Miscellaneous	9	0	14	0
Permit Subtotal		53	10	98	23
Permit Total		63		121	

_____ Field Inspections
 \$7,253.88 Total Fees For Date Range

_____ Public Assembly Inspections
 _____ Fire Inspections

Budget Performance Report

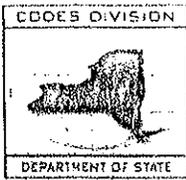
Fiscal Year To Date: 5/21/2010

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund: A General									
Revenue									
Department: 3620 Building & Fire Code									
2590 Building Permits	\$112,000.00	\$0.00	\$112,000.00	\$4,759.00	\$0.00	\$26,927.88	\$86,072.12	24%	\$126,251.16
2655 Minor Sales, Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
2770 Other Unclassified Revenue	\$100.00	\$0.00	\$100.00	\$14.50	\$0.00	\$34.50	\$65.50	35%	\$251.00
Department: 3620 Building & Fire Code totals:	\$112,100.00	\$0.00	\$112,100.00	\$4,773.50	\$0.00	\$26,962.38	\$86,137.62	24%	\$126,502.16
Revenue Totals									
	\$112,100.00	\$0.00	\$112,100.00	\$4,773.50	\$0.00	\$26,962.38	\$86,137.62	24%	\$126,502.16
Expense									
Department: 3620 Building & Fire Code									
110 Salaries - Regular	\$232,942.00	\$0.00	\$232,942.00	\$8,879.02	\$0.00	\$80,799.08	\$152,142.92	35%	\$225,173.66
120 Salaries - Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$5,509.93
130 Salaries - Part Time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
140 Salaries - Sick Leave Incentive	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0%	\$800.00
210 Furniture/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
220 Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$104.99
230 Automotive Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
410 Supplies	\$3,800.00	(\$42.04)	\$3,757.96	\$0.00	\$0.00	\$572.15	\$3,185.81	15%	\$1,851.54
418 Ins-General Liability	\$1,425.00	\$0.00	\$1,425.00	\$0.00	\$0.00	\$1,311.25	\$113.75	92%	\$1,400.14
421 Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
422 Repair/Maint-Equipment	\$650.00	\$0.00	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00	0%	\$684.69
423 Telephone	\$600.00	\$0.00	\$600.00	\$41.73	\$0.00	\$145.47	\$454.53	24%	\$489.50
424 Postage	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$336.43	\$1,163.57	22%	\$1,116.47
426 Subscriptions	\$850.00	\$42.04	\$892.04	\$0.00	\$0.00	\$892.04	\$0.00	100%	\$860.90
427 Memberships & Dues	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$350.00	\$0.00	100%	\$350.00
428 Data Processing & Internet Fees	\$225.00	\$0.00	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00	0%	\$270.00
439 Misc Fees & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$441.00
441 Auto-Supplies & Repair	\$1,900.00	\$0.00	\$1,900.00	\$0.00	\$0.00	\$59.98	\$1,840.02	3%	\$870.66
442 Automotive - Gas & Oil	\$8,900.00	\$0.00	\$8,900.00	\$609.81	\$0.00	\$1,750.99	\$7,149.01	20%	\$6,032.64
444 Travel/Education/Conference	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$495.00	\$5.00	99%	\$1,235.00
453 Uniforms & Clothing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$539.17
Department: 3620 Building & Fire Code totals:	\$255,242.00	\$0.00	\$255,242.00	\$9,530.56	\$0.00	\$86,712.39	\$168,529.61	34%	\$247,730.29

WARREN COUNTY DEPARTMENT OF FIRE PREVENTION & BUILDING CODE ENFORCEMENT

NUMBER OF PERMITS ISSUED

	BOLTON	CHESTERTOWN	HAGUE	HORICON	JOHNSBURG	LAKE GEORGE TOWN	LAKE LUZERNE	STONY CREEK	THURMAN	WARRENSBURG	LAKE GEORGE VILLAGE	WARREN COUNTY OWNED FACILITIES	TOTAL FOR YEAR
1984		40	36	55	39	78	96	19	18	80	22		483
1985		67	74	72	42	118	119	19	20	127	49		707
1986		115	88	96	60	130	147	38	34	138	40		886
1987		107	47	106	104	114	123	29	39	141	34		844
1988		147	52	135	178	264	133	50	45	143	35		1182
1989		118	49	120	115	180	136	41	46	155	34		994
1990		144	53	157	94	204	144	47	82	117	33		1075
1991		124	53	113	90	162	139	40	78	130	32		961
1992		133	44	121	96	121	145	42	77	130	39		948
1993		123	49	105	77	158	131	42	61	102	32		880
1994		125	48	110	63	148	137	37	60	114	28	1	871
1995		102	48	110	58	149	129	45	71	89	29	3	833
1996		119	54	114	73	137	145	41	60	108	26	1	878
1997	17	100	54	124	59	137	107	42	58	92	30		820
1998	113	113	60	109	57	128	143	35	49	119	32	5	963
1999	122	121	58	102	68	174	138	33	59	113	20	5	1013
2000	122	168	57	96	64	163	117	43	69	106	21		1026
2001	125	141	46	118	69	157	103	34	67	119	28	1	1008
2002	147	171	62	138	75	156	116	35	80	126	34	3	1143
2003	182	170	74	130	58	156	125	29	66	113	24	2	1129
2004	176	177	69	164	88	179	165	39	74	125	25	3	1284
2005	195	224	69	164	125	188	159	29	77	140	29	2	1401
2006	193	215	96	194	128	175	173	44	110	153	32	2	1515
2007	171	178	78	170	114	149	141	40	72	130	25	2	1270
2008	166	187	73	147	108	131	122	34	69	114	23	7	1181
2009	156	133	74	131	94	117	95	23	61	85	26	5	1000
GRAND TOTAL	1885	3562	1565	3201	2196	3973	3428	950	1602	3109	782	42	26295



New York State Department of State
Division of Code Enforcement and Administration
 99 Washington Avenue, Suite 1160
 Albany, NY 12231
 Ph:(518)-474-4073 FAX:(518)-486-4487
 www.dos.state.ny.us

Submit by Email

Print Form

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Reporting Year: 2009

19 NYCRR PART 1203

UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

GENERAL INFORMATION

Jurisdiction WARREN COUNTY
 City/Town/Village or County County
 Address FIRE PREVENTION & BUILDING CODE ENF.
 Address 1340 STATE ROUTE 9
 Zip/Postal Code LAKE GEORGE NY 12845
 County: WARREN

Name of Code Official KAREN PUTNEY
 Title of Code Official ADMINISTRATOR
 Code Official DOS Certification # 0487-7152B
 Hours worked per week: 40
 Phone Number: 518 824-8862
 E-mail Address: fpbc@co.warren.ny.us

To list additional Code Enforcement Officials enforcing the Uniform Code and Energy Code within your jurisdiction please use page 6 of this form

CODE ENFORCEMENT

1a. Does the jurisdiction utilize third-party contractors to meet the requirements of 19 NYCRR Part 1203?

2a. Does the fire department perform fire safety inspections:

1b. If Yes, does the third-party meet the educational requirements per 19 NYCRR Part 1203?

2b. If No, who is responsible for fire safety inspections:

19 NYCRR PART 1203.2

LOCAL LAW, ORDINANCE, REGULATION

Please list the local law, ordinance or other appropriate regulation that provides for the administration and enforcement of the New York State Uniform Fire Prevention and Building Code and Energy Conservation Construction Code in this Jurisdiction:

19 NYCRR PART 1203.3(a)

PERMITS (Number of permits issued for this reporting year:)

3. New One or Two family residences:

7. Additions, alterations or repairs on existing residential buildings:

4. New Commercial/Industrial buildings:

8. Additions, alterations or repairs on existing commercial buildings:

5. New Hazardous occupancies (H):

9. All other permits (pools, sheds, decks, plumbing, HVAC and etc.):

6. New Multiple Residences R occupancies:

10. Number of Certificates of Occupancy or Compliance issued for all occupancies:

19 NYCRR PART 1203.3(c)

STOP WORK ORDERS

11. Number of Stop work orders issued this reporting year:

19 NYCRR PART 1203.3(e)

NOTIFICATION OF FIRE OR EXPLOSION

12. Have procedures been established for notification by the chief of your fire department(s) regarding fire or explosion involving any structural damage, fuel burning appliance, chimney or gas vent:

19 NYCRR PART 1203.3(f)

UNSAFE STRUCTURES AND EQUIPMENT

13. Have procedures been established for identifying and addressing unsafe structures and equipment:



New York State Department of State
Division of Code Enforcement and Administration
 99 Washington Avenue, Suite 1160
 Albany, NY 12231
 Ph:(518)-474-4073 FAX:(518)-486-4487
 www.dos.state.ny.us

Submit by Email

Print Form

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19 NYCRR PART 1203
 UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT

LOCAL GOVERNMENT

Uniform Code Administration and Enforcement Report

Reporting Year: **2009**

Jurisdiction WARREN COUNTY

19 NYCRR PART 1203

CODE COMPLIANCE

21. Has your municipality adopted Green or Sustainable Building Standards for construction?

- Yes, Residential only Yes, Commercial only Yes, Commercial and Residential No

22. Please check any of the following procedures that your municipality uses to ensure compliance with the Uniform Code ? (check all that apply)

- Field Inspections Plan Reviews Software Report/Print-out Compliance Check List

Other (Please Specify): _____

23. Please check any of the following procedures that your municipality uses to ensure compliance with the Energy Code ? (check all that apply)

- Field Inspections Plan Reviews Software Report/Print-out Compliance Check List

Other (Please Specify): _____

24. On average, how many site inspections does your municipality conduct for Uniform Code compliance for each new residential building ?

- 0 1 2 3 4 or more

25. On average, how many site inspections does your municipality conduct for Uniform Code compliance for each new commercial building ?

- 0 1 2 3 4 or more

26. On average, how many site inspections does your municipality conduct for Energy Code compliance for each new residential building ?

- 0 1 2 3 4 or more

27. On average, how many site inspections does your municipality conduct for Energy Code compliance for each new commercial building ?

- 0 1 2 3 4 or more

19 NYCRR PART 1203

ENERGY CODE

28. Based on your municipalities records, what method of Energy Code compliance is submitted most often for Residential construction? (rank in order 1 to 6, 1 being the most used method)

- | | | | | | |
|-----------------------|--------------------------------|---------------------------|--------------------------------|------------------------|--------------------------------|
| Software RESCheck | <input type="text" value="1"/> | Trade-off Method | <input type="text" value="6"/> | Prescriptive Method | <input type="text" value="2"/> |
| Other Software Method | <input type="text" value="3"/> | Worksheets (DOS Web site) | <input type="text" value="5"/> | Energy Analysis Method | <input type="text" value="4"/> |

29. Based on your municipalities records, what method of Energy Code Compliance is submitted most often for Commercial construction? (rank in order 1 to 6, 1 being the most used method)

- | | | | | | |
|-----------------------|--------------------------------|---------------------------|--------------------------------|------------------------|--------------------------------|
| Software COMCheck | <input type="text" value="1"/> | Trade-off Method | <input type="text" value="6"/> | Prescriptive Method | <input type="text" value="2"/> |
| Other Software Method | <input type="text" value="3"/> | Worksheets (DOS Web site) | <input type="text" value="5"/> | Energy Analysis Method | <input type="text" value="4"/> |

**LOCAL GOVERNMENT**Uniform Code Administration and Enforcement Report **Page 5 of 6****PLEASE NOTE**

Please complete this form electronically and e-mail to the Division of Code Enforcement and Administration (Codes Division). Please use the 'Submit by Email' button found on the upper right hand corner to submit the form. E-mail this form to the Division of Code Enforcement and Administration no later than January 30th of the year following the reporting year. (example: Deadline for 2009 Reporting Year is January 30, 2010.) **Once the electronic form is received, the Codes Division will respond with an e-mail acknowledging receipt of the form within three business days. If an acknowledgment e-mail is not received from the Codes Division, please fax or mail a copy of the form to the address below.** If e-mail is unavailable, this form may be mailed or FAXed to the Department of State at the following address:

New York State Department of State
Division of Code Enforcement and Administration
99 Washington Avenue, Suite 1160
Albany, NY 12231
Ph:(518)-474-4073 FAX:(518)-486-4487
www.dos.state.ny.us

INSTRUCTIONS

These instructions follow the order of requested information on Annual Local Code Administration Form, and are intended to clarify the response required for a complete application. After reading the application and these instructions, should you still have questions please call: The Department of State, Division of Code Enforcement and Administration at (518)-474-4073.

General Information:

1. The "Reporting Year" shall mean the calendar year (January through December) for which the reported data has been collected.
2. Enter the name of the Jurisdiction, including Address, Zip Code and County that the jurisdiction resides.
3. Provide the name, title and DOS Certification number of the primary Code Enforcement Official who enforces the code within the jurisdiction. If certification has not yet been completed by this individual please enter the expected completion date in lieu of certification number within the space..
4. Enter the e-mail address and office phone number of the primary code enforcement official.
5. On page 6; Enter the name, title, e-mail and DOS certification for each Code Enforcement Official who enforces the Uniform Code within your jurisdiction. Enter the number of hours per week each individual works for the jurisdiction. If certification has not yet been completed by any individual please enter the expected completion date in lieu of certification number within the space.
6. Use one form for each municipality, please do not include multiple municipalities per form.

Code Enforcement: (Items 1a through 2b) Answer questions 1a through 2b based on third-party inspectors and fire safety inspections.

Local Law, Ordinance, Regulation. Enter the name and number of the local law, ordinance and/or regulation that provides for the administration and enforcement of the New York State Uniform Fire Prevention and Building Code within this Jurisdiction. (example: Local Law #12 of 2006)

Permits: (Items 3 through 10) Enter the number of permits for each occupancy type listed for this reporting year. For permits not covered in questions 3 through 8 enter all other permits in question 9.

Stop Work Order: (Item 11) Enter the number of stop work orders issued for this reporting year. If none have been issued enter 0.

Notification of Fire and Explosion and Unsafe Structures and Equipment: (Items 12 and 13) Enter either 'Yes' or 'No' if procedures have been established.

Operating Permits: (Items 14a through 14g) Enter the number of Operating Permits issued for each of the items listed 14a through 14f. If your jurisdiction requires addition operating permits not listed in questions 14a through 14g, please list the total number of operating permits issued in item 14f (Other). Enter a brief description of each of the additional operating permit in the space provided.

Fire Safety and Property Maintenance Inspections: (Item 15 through 17) Enter the total number of occupancies in this jurisdiction for each occupancy type listed in items 15a, 16a, and 17a. If the exact amount is unknown please enter an estimated amount. In items 15b, 16c and 17b: enter the total number of buildings inspected this reporting year, for each type of occupancy as described in 15a, 16a and 17a.

Special Inspections: (Items 18a - 18d) Answer questions 18a through 18d in reference to special inspections.

Code Compliance: (Items 19 through 27) Answer questions 18 through 26 based on your municipalities records in regards to the administration and enforcement of the Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code.

Energy Code: (Items 28 through 29) Answer questions 27 through 29 based on your municipalities records in regards to the administration and enforcement of the State Energy Conservation Construction Code.

Complaints: (Items 30 - 31) Enter the total number of Uniform and Energy Code related complaints received for this reporting year in Item 30a and 31a. If the exact amount is unknown please enter an estimated amount. In item 30b and 31b, enter the total number of Uniform and Energy Code related complaints, that were acted upon.

Record Keeping: (Item 32) Enter either 'Yes' or 'No' if a system of records of features has been established and maintained.

Additional Information: Provide any additional information that may prove helpful in processing the form.

Signature: Enter the name, title, e-mail and phone number of the person completing the form. If the form is being submitted electronically (via e-mail) no signature is required.

Please use the 'Submit by Email' button found on the upper right hand corner to submit the form.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Fire Prevention & Building Code Enforcement

DATE: May 24, 2010

- (a) Purpose of Request: To establish a minimum fee for permit amendments of \$25.00.

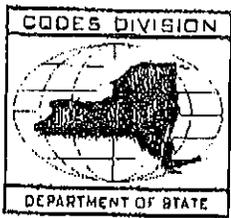
- (b) Details: Amendments entail additional review time, secretarial time and additional inspections which currently if the amendment does not involve a square footage change there has been no charge.

- (c) Previous Resolution Number: 278 of 2009

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: N/A

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS



NEW YORK STATE DEPARTMENT OF STATE
Division of Code Enforcement and Administration

One Commerce Plaza, 99 Washington Avenue, Albany, New York 12231
 (518) 474-4073 (518) 486-4487 [Fax]

Facsimile Transmission Sheet

TO: Karen Putney DATE: 2-11-10
761-6564

FROM: Cheryl A. Fischer, P.E. Assistant Director for Code Interpretation

NOTE: Karen:

*It has come to my attention
 that these documents would
 be useful to you.*

RECEIVED
 FEB 10 2010
 WARREN COUNTY
 ENGINEERING & ARCHITECTURE

Let me know if you need more.

Cheryl

Enclosed is the material that you requested. Please advise if additional information is required.

Number of sheets (including cover sheet) 4
 If there is a problem or question, call (518) 474-4073

**Please Note: This fax and any of its contents may contain Department of State privileged or confidential information. This fax is intended solely for the use of the individual or entity to which it is addressed. If you are not the intended recipient of this fax, you are hereby notified that any dissemination, distribution, copying, or action taken in relation to the contents of and attachments to this fax are strictly prohibited, and may be unlawful. If you have received this fax in error, notify the sender immediately, and permanently destroy the original, and any copy of this fax.

type of absorption field that involves relocating or extending an absorption area to a location not previously approved for such, does require a licensed design professional. A licensed design professional is required when repair or replacement involves installation of a new subsurface treatment system at the same location or the use of an alternative system (i.e., raised system, mounds, or sand filter) or innovative system design or technology.

Note: In all cases: 1) local government, watershed protection agencies or other jurisdictional agency rules and regulations may also apply; 2) All OWTS design plans must be prepared by a design professional licensed to practice in New York State; 3) When no regulatory agency is responsible for inspection of a constructed OWTS, it is recommended that a written certificate of compliance be submitted by a New York State licensed professional engineer or architect prior to occupancy.

For questions concerning this Fact Sheet:

Residential Sanitation Section
Bureau of Water Supply Protection
New York State Department of Health
(518) 402-7650 or FAX (518) 402-7659
E-mail: bpwsp@health.state.ny.us

Subject: FW: Code Books

Members of the Coalition,
See below.
Feel free to forward to your members.

To all Code Enforcement Professionals.

Dan Casella and I would like to provide you with an update regarding the Code Book issue.

1. After many meetings with the Governor's Office and the New York State Energy Research and Development Authority (NYSERDA) we are pleased to announce that NYSEDA has committed in providing each municipality with 2 complete sets of code books.
2. Many details still need to be worked out before the order can be placed with the ICC. NYSEDA has communicated that discussions with DOS and the ICC are on going and development of plans for ordering and distribution will be finalized in the near future.
3. We would like to thank Kim Harriman from the Governor's Office and Tom Barone from NYSEDA for their commitment and support to our profession.
4. Most of all many thanks to all of you for your continued perseverance.

We'll report back when additional information is available.

Rob Drexler, C.P.C.A., Fire Marshal
Immediate Past President,
NYS Fire Marshals and Inspectors Association
Town of Greece
1 Vince Tofany Blvd.
Greece, NY 14612
Phone: 585-723-2309
Fax: 585-723-2457

Daniel Casella, President
NYS Building Officials Conference, Inc

-- STATEMENT OF CONFIDENTIALITY --

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Go Green! Print this email only when necessary. Thank you for helping Town of Greece be environmentally responsible.

2/12/2010

WARREN COUNTY OFFICE OF EMERGENCY SERVICES



Main Office
1340 State Route 9
Lake George, NY 12845
518-761-6240
Fax: 518-761-6402
oes@co.warren.ny.us

BRIAN A. LAFLURE
Director
Fire Coordinator

AMY J. MANNEY
Deputy Director

Divisions
EMS Coordinator
Gary Scidmore
Hazmat/WMD Coordinator
Jamie Schrammel

Public Safety Committee *Agenda*

May 26, 2010

Old Business

1. Emergency Services Training Center update

New Business

1. **Request:** Request for Fire Coordinator LaFlure to attend the annual Fire Coordinator's Summer meeting in Verona, NY on June 10 – 11, 2010

Rationale: To meet with state officials and other state-wide fire representatives.

2. **Request:** Resolution request to transfer \$8,215 from the general fund to Emergency Medical Services (A.4022) of the 2010 budget.

Rationale: This is to correct the salary budget line item. We were told that New World did an update in the middle of the budget process for 2010 and it created some problems with the wages.

3. **Request:** Update of the 2010 radio upgrade project

Rationale:

Pending Items

1. **Fire Investigations:** Our research has shown that a fee of \$ 25.00 per C & O report is consistent with other organizations. Will work with County attorneys' office to develop the paper trail needed.
2. **Hazard Mitigation Coordinator:** Chairman of the Public Safety Committee to meet with Chairman Monroe and representatives from DPW and Planning relative to the permanent appointment of a Hazard Mitigation Coordinator.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Office of Emergency Services

DATE: May 26, 2010

- (a) Purpose of Request: Appropriating General Fund surplus in the amount of \$8,215 to the below code to correct the 2010 budget

- (b) Details: A.4022 130 (Emergency Medical Services - Part-Time Salaries) \$8,215

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: see above

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Sheriff's Committee Agenda 05/26/10

1. Public Assistance Fraud Investigative Activity since inception May 24, 2009 – May 24, 2010. \$118,502.25 in restitution. Refer attachment #1
2. Permission to send Inv. Terry Comeau to DEA Clan Lab safety officer school in Quantico, Virginia on June 22-24.
3. Permission to send Undersheriff Swan to Undersheriff's training in Saratoga NY on June 15-16.
4. Updated list of savings we are strictly monitoring. Refer attachment #2
5. Request to transfer funds from A.3110 230 to A.3020 220 - \$4500.00
Refer attachment #3.
6. Request resolution to extend previous resolution 391 of 2009 regarding agreement with DEC to provide fuel for marine patrols.
Refer attachment #4.
7. Discussion on marine unit patrols.
8. Executive session

York, Bud

From: Conine, Kevin W
Sent: Wednesday, May 19, 2010 8:39 AM
To: York, Bud
Cc: Lamouree, C. Shawn
Subject: Public Assistance Fraud report

#1

Public Assistance Fraud Investigative Activity

May 24, 2009 thru May 24, 2010

61 Cases have been investigated and closed resulting in the arrests of 56 people

Felony complaints: 84 total

Welfare Fraud 4 th	13
Welfare Fraud 3 rd	11
Offering a False Instrument for Filing 1 st	36
Health Care Fraud 4 th	2
Health Care Fraud 3 rd	2
Grand Larceny 4 th	6
Grand Larceny 3 rd	11
Criminal Possession of a Weapon 3 rd	1
Criminal Possession of a Forged Instrument 1 st	1
Criminal Possession of Stolen Property 4 th	1

Misdemeanor informations: 28 total

Conspiracy 6 th	4
Welfare Fraud 5 th	6
Attempted Health Care Fraud 5 th	1
Health Care Fraud 5 th	1
Criminal Use of a Benefits Card 2 nd	1
False Written Statement	1
False Personation	1
Offering a False Instrument for Filing 2 nd	1
Petit Larceny	8
Aggravated Harassment 2 nd	4

(The above charges resulted from a DSS client threatening numerous staff members)

1 Warrant for Violation of Probation

One case was turned over to Schenectady County, which resulted in an arrest for Welfare Fraud 3rd Degree, involving \$3,433 in fraudulently obtained benefits. #1

9 Cases have been closed as unfounded.

4 Cases remain open and pending investigation

In total we will be seeking approximately \$118,502.25 in restitution from the above defendants.

#2

Saved \$700 on 561 (school car) on replacing the rack & pinion, steering pump, brakes & steering hoses by using DPW. Used 2 new tires off vehicle given to OES.

Saved \$600 on maintenance truck on exhaust manifold using DPW

Serviced seized Sea Doos and Dept. snowmobiles at EnCon as swap for services, saved \$700

Turned in old auto parts stock for \$1600 credit

Keeping and accounting for take off tires from patrol vehicles from season to season by measuring tread depth and if ok, marking car numbers on same and saving. This saves at least three thousand dollars a year.

Ashton installed emergency lights on Corrections cars and vans saving approx. \$500

Ashton cleaned entire inside of patrol vehicle from blood from prisoner that no company wanted to clean. Saved around \$500

Had 558 repaired at DPW for steering parts for \$238.58 compared to Warren Tire at \$1,074. Savings of \$836

Saved over \$1,000 on body parts for recent patrol accidents by taking parts off high mileage spare cars stored at DPW

Ashton has also been assisting with snow removal and assisting the jail with searches

The windshield for 573 was installed for \$225.00, a savings of \$100.00 plus the transportation of the car to and from Chestertown to Glens Falls and back.

537, blown engine was replaced from wrecked patrol car. This alone saved us between \$2,000 and \$5,500 just for an engine. We also took the engine cradle out of the same wrecked car and placed it in the new 538 that needed one. This saved us \$1,000+. We also took the rims and tires from this same parts car and replaced the damaged ones on 538 saving another \$800 savings to purchase. While they were taking parts from that car, they removed the alternator, transmission and coil packs, about \$2,000 in parts we will use down the road instead of purchasing. The parts cars are now paying off. We don't want to sell them yet.

Installed safety flashing red led lights in the new 535's trunk, as the new patrol vehicles don't come through with them anymore. The lights cost us nothing. Note; when we change over the cars we will have to take the led's out of the trunk so we can maintain our safety levels and the lights are free. The installation

#2

didn't require anything new as I keep all wire ends and pieces from other installations or repairs.

The BMW is going to auction and has been removed from the impound yard. It will go to DPW yard today. Other vehicles are slated to be removed or have been released for various reasons so, they were all moved out and the yard was cleaned up of snow and ice. The cars that will be moving out shortly are now by the gate and easily assessable. We have left a corridor open in front of all the new Fords in case they are needed while Hank is gone.

Repaired other north cars by using spare parts off wrecked/retired cars recently. Replaced PS pump, transmission cooling lines and exhaust pipes with these parts saving another \$600.00 in parts & labor. 558 had the exhaust replaced at DPW with used parts saving \$150.00.

562 had the alternator die during a busy shift. We jumped it and got it back to Chestertown Station and had DPW put in one from a parts car saving \$125.00. Car Care didn't charge for the tow from Chester to W'burg due to the work he has been getting on bids. Another \$125.00 savings for the tow.

Replaced both exhaust manifolds and gaskets on 539 with used ones off parts car at W'burg Car Care and saved \$410.00.

Had dash unit replaced in lease vehicle. Purchased from dealer but had DPW install. Savings of \$350.00.

Replaced full exhaust system and transmission lines using wrecked vehicle for parts saving \$900.00.

Mike Colvin saved us \$350.00 on one of our mobile lap top printers by repairing circuit board and wiring that was broken. Normally this would have cost us more to repair than to replace it if we sent it out to a repair service.

#3

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Nathan H. York
Sheriff
Name of Department

SIGNED: 

DATE: 5/25/10

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3110 230	Law Enforcement Auto Equipment	A.3020 220	911 Center Office Equipment	\$4500.00

Please state reason for transfers requested: Computer to power seven monitors displaying a live status monitor of pertinent information for all communication officers. This expenditure will be reimbursed via the 911 monies.

*Please note: All amounts must be in whole dollars – no cents.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

#4

Warren County Board of Supervisors

RESOLUTION NO. ___ OF 2010

Resolution introduced by Supervisors VanNess, Bentley, Sokol, Girard, Thomas, Conover and McDevitt

**RATIFYING THE ACTIONS OF THE CHAIRMAN OF THE BOARD REGARDING THE
EXECUTION OF A COOPERATIVE AGREEMENT WITH NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION TO PROVIDE FUEL FOR
MARINE PATROLS ON LAKE GEORGE**

RESOLVED, that the actions of the Chairman of the Board of Supervisors be, and hereby are, ratified regarding the execution of a cooperative agreement (previously authorized by Resolution No. 391 of 2009) with New York State Department of Environmental Conservation to provide fuel for marine patrols on Lake George, said agreement commencing on May 1, 2010 and terminating on April 30, 2012, with the prices paid for said fuel to be at the State's current "at pump price" at the time of supply, and the agreement having been in a form approved by the County Attorney, and be it further

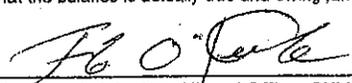
RESOLVED, that the funds for this agreement shall be expended from A.3110 442 Sheriff's Law Enforcement - Automotive - Gas & Oil.

State of New York

STATE AID VOUCHER

Voucher No. _____

1. Originating Agency OPRHP		Orig. Agency Code 49070		Interest Eligible (Y / N)	
Payment Date mm/dd/yy		OSU Use Only		Liability Date (MM) (DD) (YY)	
2. Payee ID 520100000	Additional 000	3. Zip Code 12845	Route	Payee Amount	MIR Date mm/dd/yy
4. Payee Name County of Warren			IRS Code	IRS Amount	
Payee Name			Stat. Type	Statistic	Indicator-Dept
Treasurer			Indicator-Statewide		
Address 1340 State Route 9			5. Ref/Inv. No. (limit to 20 spaces) 2009 Navigation Law Enforcement		
Address			Ref/Inv. Date (MM) (DD) (YY)		
City Lake George			State NY	Zip Code 12845	

6. Date Paid	Check or Voucher No.	Description of Charges	Pre-Audit Totals	Post-Audit Totals
		CONTINUATION SHEET	\$8,287.36	<i>Repairs</i>
		FORM A - PAYROLL	\$43,431.61	
		FORM B - Gasoline From Municipal Pump	\$0.00	
		FORM C - Gasoline, Non-Municipal Pump	\$9,106.01	
		FORM D - Diesel Fuel, Non-Municipal Pump	\$0.00	
		FORM E - Mileage	\$2,427.70	
7. State Aid Program or Applicable Status 2009 Navigation Law Enforcement			TOTAL	63,252.68
8. Payee Certification: I certify that the above expenditures have been made in accordance with the provisions of the Applicable Statute; that the claim in just and correct; that no part thereof has been paid except as stated; that the balance is actually due and owing; and that taxes which the State is exempt are excluded.			Less Receipts	
 Signature in ink - Chief Fiscal Officer ONLY			NET	
Title _____ Date <u>1/28/10</u> _____ Treasurer			75 % State Aid Claimed	47,439.51
Name of Municipality _____			County of Warren	

FOR STATE AGENCY USE ONLY

STATE COMPTROLLER'S PRE-AUDIT

Merchandise Received	I certify that this claim is correct and just, payment is approved.	State Aid
Date		Certified for Payment of State Aid Amount
Page No.		By _____
By _____		Audited

Expenditure						Liquidation				
Cost Center Code			Accum			Amount	Orig. Agency	PO Contract	Line	F/P
Dept.	Cost Center Unit	Var	Year	Object	Dept.					
49	162933			69802			49070		1	P

OSC

Check if continuation form is attached

Warren County Sheriff's Office

1400 State Route 9
Lake George, New York 12845
(518) 743-2500

Nathan H. York
Warren County Sheriff

Undersheriff Robert E. Swan
Division Commander
Law Enforcement Division

Chief Deputy Shane L. Ross
Division Commander
Administrative Services Division



Captain Michael T. Gates
Division Commander
Correction Division

March 1, 2010

Historically the Warren County Sheriff's Office has provided marine patrol coverage on the waters of Lake George. The unit has been active prior to the 1950's and its costs are currently 75% reimbursable by the State's Navigation Law Enforcement State Aid Program.

Typically, marine patrols are active during the months of June, July and August and responsible for public safety, boating safety, Penal Law enforcement and Marine Law enforcement on the 32 miles of the lake's waterways. A Warren County Sheriff's Office marine unit sits ready dock side generally from ice out to ice in to handle such calls as boating accidents, missing or over due vessels and lost hunters or hikers. The Marine Unit is also responsible of law enforcement on the smaller lakes and waterways within the county.

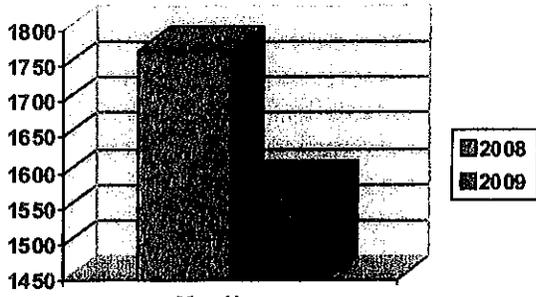
In the past, the marine patrol was staffed by part time police officers hired and trained specifically for marine law enforcement. At the direction of the Board of Supervisor's, as a cost saving measure, the use of part time staff was discontinued. Full time officers were reassigned from road patrol duties to marine duties to fill this gap. The marine unit was staffed seven days a week, in two shifts, a day boat and a night boat, 8AM to 4PM and 4PM to midnight respectively. Again for cost saving measures the night boat was cut but was quickly reinstated due to the high demand for a marine unit, staffed by police officers, on the lake in the evenings.

Once again, in 2008, the marine unit hours were cut, and now scheduled one shift 8AM to 8PM, seven days a week during the summer. The unit also is staffed for events such as fireworks, swimming events, boating events, boating while intoxicated enforcement details and Log Bay Day. These events sometimes require both Sheriff's Office marine units berthed on Lake George be staffed at the same time.

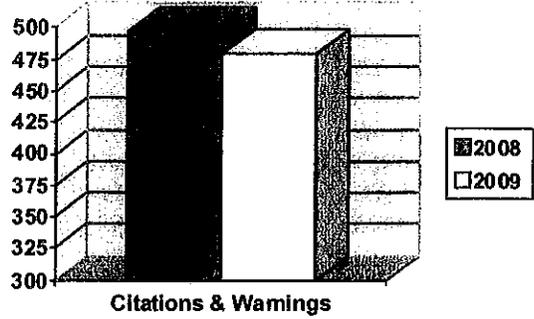
The Sheriff's Office marine unit is the primary law enforcement presence on Lake George. The New York State Police has not regularly staffed their marine unit for the past several years and have no plans to schedule their boat on a regular basis. The Lake George Park Commission does provide marine unit coverage and works closely with the Sheriff's Office. These officers do not have police powers and are unable to handle calls requiring police investigation or arrest powers.

The attached graphs chart the unit's activity for years 2008 and 2009. The patrols' hours were cut again in 2009 at the urging of the Board of Supervisors. Even with the loss of patrol hours, marine unit calls and activity continued to climb.

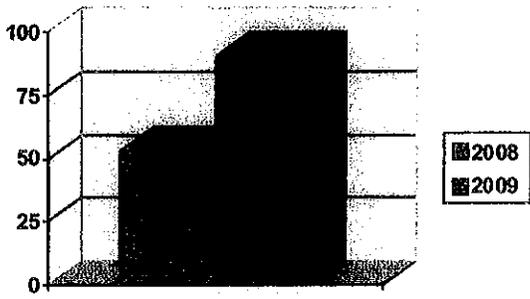
**Warren County Sheriff's Office
Marine Unit Activity Comparison 2008 to 2009**



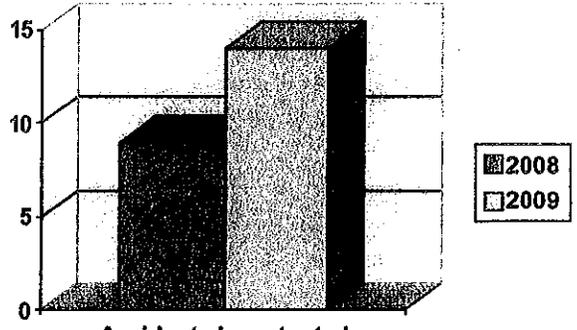
2008 - 1772
2009 - 1584



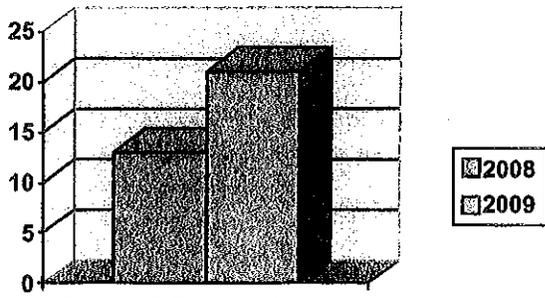
2008 - 498
2009 - 480



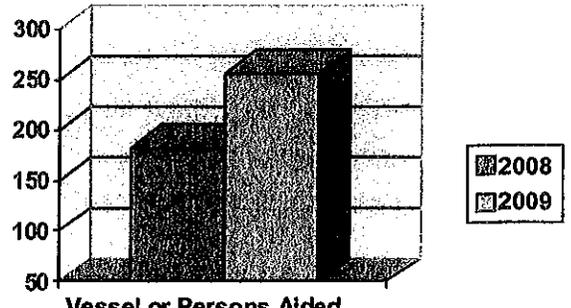
2008 - 53
2009 - 90



2008 - 9
2009 - 14



2008 - 13
2009 - 21



2008 - 181
2009 - 257

Authorization To Attend Meeting or Convention

Check One:

- In-State (needs Supervisory Committee authorization)
 Out Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Terry M. Comeau
(committee) (name)

To attend DEA Clan Lab State & Local Site Safety Officer School
(name of meeting or organization)

At Quantico, Va
(address)

On June 22nd to June 24th 2010. Mode of Transportation to be used : air
(dates) (county vehicle or mass transportation)

If the mode of transportation is not a county vehicle or mass transportation please explain: DEA will pay for air fare, lodging, meals and other miscellaneous expenses.

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA Rate \$ _____
 Meal costs – GSA per diem rate \$ _____
(see www.gsa.gov)

Date: 4/19/10 Signature [Signature]
(department head)

Date: 5/26/10 Signature [Signature]
(committee Chairman)

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

Request For Use Of A Fleet Vehicle

Filing Instructions:

1. Original with voucher to Auditor
2. Copy to Frank Morehouse if fleet vehicle is requested
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to commissioner of Administrative and Fiscal Services if credit card will be used.

Subject: DEA Clan Lab State & Local SITE SAFETY OFFICER School # 62 (Quantico, VA; June 22-24, 2010)

To all clan lab-certified state, county and local law enforcement officers (including deputized DEA Task Force Officers):

If you want to attend a three-day DEA clan lab SITE SAFETY OFFICER school (June 22-24, 2010 at Quantico, Virginia), call or e-mail me by April 28.

To be eligible for this school, you must have completed an OSHA-compliant clan lab recertification session during the past 12 months (or have completed a basic clan lab certification school during the past 12 months). Attendees must also provide an up-to-date medical certification.

There is no fee for this training. DEA will pay for your air fare (if applicable), lodging, meals and other miscellaneous expenses.

Scott Adams, Special Agent

Clandestine Laboratory Coordinator

DEA - New York Field Division

c/o Albany District Office

10 Hastings Drive, Latham, NY 12110

Office: 518 782 2000 / Cell: 518 701 9019

External E-mail: scott.x.adams@usdoj.gov

Authorization To Attend Meeting or Convention

Check One:

- In-State (needs Supervisory Committee authorization)
 Out Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Robert E. Swan
(committee) (name)

To attend NYS Sheriff's Association Annual Undersheriff's Conference
(name of meeting or organization)

At Gideon Putnam, Saratoga Springs, N.Y.
(address)

On June 15th & 16th 2010. Mode of Transportation to be used County Vehicle
(dates) (county vehicle or mass transportation)

If the mode of transportation is not a county vehicle or mass transportation please explain: _____

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA Rate \$ _____
 Meal costs – GSA per diem rate \$ _____
(see www.gsa.gov)

Date: 5/24/10 Signature [Signature]
(department/head)

Date: 5/26/10 Signature [Signature]
(Committee Chairman)

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

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