

## WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC SAFETY

DATE: DECEMBER 1, 2011

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS VANNESS  
BENTLEY  
GIRARD  
THOMAS  
CONOVER

**OTHERS PRESENT:**

BUD YORK, SHERIFF  
DANIEL STEC, CHAIRMAN OF THE BOARD  
PAUL DUSEK, COUNTY ADMINISTRATOR  
MARTIN AUFFREDOU, COUNTY ATTORNEY  
JOAN SADY, CLERK OF THE BOARD  
KEVIN GERAGHTY, BUDGET OFFICER

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS MCCOY  
MONROE

SUPERVISORS TAYLOR  
WOOD  
STRAINER  
KENNY  
MCDEVITT  
DON LEHMAN, *THE POST STAR*  
THOM RANDALL, *ADIRONDACK JOURNAL*  
CAMERON TESSIER, GLENS FALLS RESIDENT  
JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

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Mr. VanNess called the meeting of the Public Safety Committee to order at 9:30 a.m.

Motion was made by Mr. Conover, seconded by Mr. Girard and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Bud York, Sheriff, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Sheriff York presented a request to fill the vacant position of Systems Maintenance Coordinator, annual salary of \$57,311, due to the re-assignment of duties. He noted that Brian LaFlure had previously held that position and would now be assuming the duties of Director of Emergency Services/Fire Coordinator on a full-time basis.

Motion was made by Mr. Girard, seconded by Mr. Bentley and carried unanimously to approve the request to fill the position of Systems Maintenance Coordinator as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.* **Note: Subsequent to the meeting, it was determined that the salary for the Systems Maintenance Coordinator had been set at \$45,000 for 2012 during the budget process.**

Sheriff York presented a request to fill the vacant position of Correction Sergeant #3, annual salary of \$50,245, Employee No. 8381, due to retirement. He stated the position was mandated.

Motion was made by Mr. Conover, seconded by Mr. Thomas and carried unanimously to approve the request to fill the position of Correction Sergeant #3 as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Next, Sheriff York presented a request to fill the vacant position of Correction Officer, annual salary of \$33,534, due to promotion. He said the position was also mandated.

Motion was made by Mr. Bentley, seconded by Mr. Thomas and carried unanimously to approve the request to fill the position of Correction Officer as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Continuing with Action Items, Sheriff York requested authorization to enter into a contract with Dr. Daniel Kana for dental services for incarcerated inmates at the Warren County Correctional Facility, for the period commencing January 1, 2012 and terminating December 31, 2012, for a total amount not to exceed \$34,200.

Motion was made by Mr. Conover, seconded by Mr. Girard and carried unanimously to authorize a contract with Dr. Daniel Kana as outlined above and the necessary resolution was authorized for the December 16, 2011 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Sheriff York requested authorization to enter into a contract for commissary services (Warren County Bid No. 65-11) for inmates at the Warren County Correctional Facility, to the lowest responsible bidder, for the period commencing January 1, 2012 and terminating December 31, 2016.

Motion was made by Mr. Conover, seconded by Mr. Thomas and carried unanimously to authorize a contract for Commissary services as outlined above and the necessary resolution was authorized for the December 16, 2011 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Sheriff York requested authorization to enter into a contract with Hudson Headwaters Health Network (HHHN), for medical services for inmates at the Warren County Correctional Facility, for the period commencing January 1, 2012 and terminating December 31, 2013, for a total amount not to exceed \$492,000 for 2012, and an amount to be mutually agreed upon for 2013.

Motion was made by Mr. Conover, seconded by Mr. Girard and carried unanimously to authorize a contract with HHHN as outlined above and the necessary resolution was authorized for the December 16, 2011 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Regarding the procedure for vacant positions, Sheriff York requested permission to fill correctional staff positions in a timely manner as they became vacant, without the need for Committee and Board approval for each occurrence provided that the staffing level not exceed established State mandates. The primary purpose of the request, he said, would allow him to replace staff with a minimal lapse in coverage; thereby eliminating the need for overtime. He stated that all appointments shall be in accordance with New York State Civil Service Law and shall be reported to the Public Safety Committee.

Motion was made by Mr. Bentley and seconded by Mr. Thomas to approve the request authorizing the Sheriff to fill vacant mandated positions in the Corrections Division as they occurred.

Mr. VanNess said he supported the request which would save overtime expenses and the Sheriff would be vigilant of State mandated staffing parameters. Mr. Dusek stated that replacing mandated correction officers always received Committee approval; thereby making the request efficient in terms of both time and expenses. Mr. Girard stated his support contingent upon Personnel Committee approval of the blanket request.

Mr. VanNess called the question and the motion was carried unanimously to approve the request to authorize the Sheriff to fill mandated positions in the Corrections Division as they occurred and

report same to the Public Safety Committee, and to refer same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Karen Putney, Fire Prevention & Building Code Enforcement Administrator, who distributed copies of the agenda to the Committee members; a copy of which is on file with the minutes

Mrs. Putney summarized the Monthly Activities and Budget Performance Reports. She noted some account codes were near depletion as she had forecast earlier in the year; thereby necessitating a Contingent Fund transfer. Mrs. Putney said she was optimistic regarding her year-end goal and Mr. Dusek confirmed that the budget shortfall had been anticipated due to the fact that two part-time Building Code Inspector positions were added, as well as increased vehicle usage.

Mrs. Putney presented a request to amend Resolution No. 524 of 2011 to add verbiage to the Fee Schedule for clarification purposes. She advised that two lines were added for fees already being implemented as follows:

- ◆ Permit Renewal Fees - One half original fee for an additional year, and
- ◆ Amendment Fee - Based on the type of use per the increased square footage rate

Motion was made by Mr. Conover, seconded by Mr. Bentley and carried unanimously authorizing changes to the fee schedule as outlined above and the necessary resolution was authorized for the December 16, 2011 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Addressing fund transfers, Mrs. Putney presented a request to transfer funds in the amount of \$300 from Sick Leave Incentive to Supplies; and to transfer \$3,000 from Contingent Code No. A.1990 469, to Code No. A.3620 442 - Auto, Gas & Oil, to cover a shortfall.

Motion was made by Mr. Girard, seconded by Mr. Bentley and carried unanimously to approve the requests to transfer funds as outlined and to refer same to the Finance Committee. *A copy of the request for Transfer of Funds is on file with the minutes.*

With regard to the issue of changing the Department name, Mrs. Putney said the issue had been raised and although she was not opposed to the idea, she cautioned that such a change was large in scope as it effected a large range of individuals, Offices, and agencies. Mr. VanNess noted that the issue was raised due to the location of the Fire Coordinator and he asked how the change would effect the Departmental forms currently in use. Mrs. Putney said the work which would be involved in amendments to the forms would be significant.

Mr. Conover suggested that the department maintain a focus on production at this time, and the name change issue be revisited at a later time. Mr. VanNess agreed the issue be tabled at this time in light of the burden it would place on the Department. Mr. Dusek said he had no particular opinion regarding the matter and agreed that the issue could be delayed for a later time.

Motion was made by Mr. Bentley, seconded by Mr. Thomas and carried unanimously to table discussions related to a name change for the Fire Prevention & Building Code Enforcement Department.

Mrs. Putney thanked Mr. VanNess for his work and support on behalf of the Department and Mr. VanNess expressed gratitude for Mrs. Putney's hard work and dedication to the County. Mr. Conover cited Mr. VanNess for his contributions and leadership as Committee Chairman, for which his

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background, knowledge, and relationships with County Department Heads, have served the Committee well.

As there was no further business to come before the Public Safety Committee on motion made by Mr. Bentley and seconded by Mr. Conover, Mr. VanNess adjourned the meeting at 9:55 a.m.

Respectfully Submitted,  
Joanne Collins, Legislative Office Specialist