

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

E-mail fpbc@co.warren.ny.us

TO: PUBLIC SAFETY COMMITTEE
FIRE PREVENTION & BUILDING CODE ENFORCEMENT
FROM: KAREN PUTNEY, ADMINISTRATOR
DATE: MARCH 26, 2012
RE: AGENDA

FIRE PREVENTION & BUILDING CODES PORTION

- I. BUDGET PERFORMANCE REPORT
- II. ISO RATING
- III. DISCUSSION ON DELINQUENT FIRE SAFETY FEES (COURT ACTION)

Dear Board of Supervisors,

I recently had a great experience with your building department that warranted sharing. On February 28th I spent the majority of my afternoon in and out of the building department trying to get a building permit together. I live in Rochester so if I couldn't file it that night, I would have stay overnight and return the following morning. After chasing down the proper certificate of insurance required, it was 4:45 and the department clearly stated they stopped processing applications after 4:30.

However, I explained my situation to Karen Putney and she generously took up my plight. She put aside the work she was doing and stayed late to complete my application so I could forego a hotel stay. It was clear when I left that she still had other projects she needed to finish that she put off until I was helped, even though it was after closing. I am writing this to you because I didn't want this benevolence to go unrecognized. Kudos to Miss Putney for going above and beyond to help me -- it is rare to see such a commitment to customer service.

Warmly,



William Monteith
607-765-3901 (m)
St. Pauly Textile Inc

Budget Performance Report

From Date: 1/1/2012 To Date: 3/23/2012

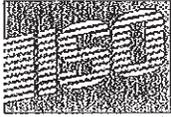
Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
REVENUE											
Department: 3620 Building & Fire Code											
2590	Building Permits	\$160,500.00	\$0.00	\$160,500.00	\$4,448.00	\$0.00	\$0.00	\$15,943.00	\$144,557.00	10%	\$0.00
2655	Minor Sales, Other	\$0.00	\$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	\$13.25	\$0.00	\$0.00	\$13.25	\$86.75	13%	\$0.00
Department: 3620 Building & Fire Code											
Totals:		\$160,600.00	\$0.00	\$160,600.00	\$4,461.25	\$0.00	\$0.00	\$15,956.25	\$144,643.75	10%	\$0.00
REVENUE Totals		\$160,600.00	\$0.00	\$160,600.00	\$4,461.25	\$0.00	\$0.00	\$15,956.25	\$144,643.75	10%	\$0.00
EXPENSE											
Department: 3620 Building & Fire Code											
110	Salaries - Regular	\$238,989.00	\$0.00	\$238,989.00	\$9,191.80	\$0.00	\$0.00	\$45,959.01	\$193,029.99	19%	\$0.00
120	Salaries - Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
130	Salaries - Part Time	\$37,934.00	\$0.00	\$37,934.00	\$1,459.00	\$0.00	\$0.00	\$7,295.00	\$30,639.00	19%	\$0.00
140	Salaries - Sick Leave Incentive	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0%	\$0.00
210	Furniture/Furnishings	\$0.00	\$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	\$0.00	+++	\$0.00
230	Automotive Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
410	Supplies	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$157,265.77	\$1,842.74	8%	\$0.00
418	Ins-General Liability	\$1,650.00	(\$55.00)	\$1,595.00	\$0.00	\$0.00	\$0.00	\$1,073.03	\$521.97	67%	\$0.00
421	Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
422	Repair/Maint-Equipment	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	0%	\$0.00
423	Telephone	\$700.00	\$0.00	\$700.00	\$37.10	\$0.00	\$0.00	\$84.12	\$615.88	12%	\$0.00
424	Postage	\$1,400.00	\$0.00	\$1,400.00	\$97.40	\$0.00	\$0.00	\$97.40	\$1,302.60	7%	\$0.00
426	Subscriptions	\$925.00	\$0.00	\$925.00	\$0.00	\$0.00	\$0.00	\$855.00	\$70.00	92%	\$0.00
427	Memberships & Dues	\$430.00	\$55.00	\$485.00	\$0.00	\$0.00	\$0.00	\$485.00	\$0.00	100%	\$0.00
428	Data Processing & Internet Fees	\$315.00	\$0.00	\$315.00	\$0.00	\$0.00	\$0.00	\$0.00	\$315.00	0%	\$0.00
439	Misc Fees & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
441	Auto-Supplies & Repair	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$0.00
442	Automotive - Gas & Oil	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00	\$0.00	\$839.30	\$10,160.70	8%	\$0.00
444	Travel/Education/Conference	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$7.00	\$493.00	1%	\$0.00
453	Uniforms & Clothing	\$775.00	\$0.00	\$775.00	\$0.00	\$0.00	\$0.00	\$0.00	\$775.00	0%	\$0.00
470	Contract	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,000.00	0%	\$0.00
810	Retirement	\$45,302.00	\$0.00	\$45,302.00	\$1,525.84	\$0.00	\$0.00	\$9,155.05	\$36,146.95	20%	\$0.00
830	Social Security	\$17,269.00	\$0.00	\$17,269.00	\$630.45	\$0.00	\$0.00	\$3,262.06	\$14,006.94	19%	\$0.00
831	Medicare Contribution	\$4,039.00	\$0.00	\$4,039.00	\$147.46	\$0.00	\$0.00	\$762.91	\$3,276.09	19%	\$0.00
840	Workmen's Compensation	\$161.00	\$0.00	\$161.00	\$0.00	\$0.00	\$0.00	\$160.31	\$0.69	100%	\$0.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
860	Hospitalization	\$50,914.00	\$0.00	\$50,914.00	\$4,242.84	\$0.00	\$0.00	\$12,728.52	\$38,185.48	25%	\$0.00
865	Dental Insurance	\$696.00	\$0.00	\$696.00	\$58.00	\$0.00	\$0.00	\$174.00	\$522.00	25%	\$0.00

WARREN COUNTY

Budget Performance Report

From Date: 1/1/2012 To Date: 3/23/2012

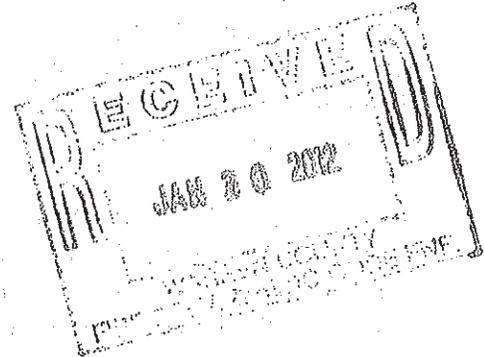
Account Number	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund: A General											
EXPENSE											
Department: 3620 Building & Fire Code											
Totals:											
EXPENSE Totals											
	Revenue Totals:	\$160,600.00	\$0.00	\$160,600.00	\$4,461.25	\$0.00	\$0.00	\$15,956.25	\$144,643.75	10%	\$0.00
	Expenditure Totals:	\$436,849.00	\$0.00	\$436,849.00	\$17,389.89	\$0.00	\$0.00	\$83,094.97	\$353,754.03	19%	\$0.00
	Fund Totals: General	(\$276,249.00)	\$0.00	(\$276,249.00)	(\$12,928.64)	\$0.00	\$0.00	(\$67,138.72)	(\$209,110.28)		\$0.00
	Revenue Grand Totals:	\$160,600.00	\$0.00	\$160,600.00	\$4,461.25	\$0.00	\$0.00	\$15,956.25	\$144,643.75	10%	\$0.00
	Expenditure Grand Totals:	\$436,849.00	\$0.00	\$436,849.00	\$17,389.89	\$0.00	\$0.00	\$83,094.97	\$353,754.03	19%	\$0.00
	Grand Totals:	(\$276,249.00)	\$0.00	(\$276,249.00)	(\$12,928.64)	\$0.00	\$0.00	(\$67,138.72)	(\$209,110.28)		\$0.00



4 B EVES DRIVE SUITE 200 MARLTON, NJ 08053 (856) 985-5600 FAX: (856) 810-9065

January 26, 2012

Mr. Daniel G. Stec, Chairman, Board of Supervisors
Warren County
1340 State Route 9
Warren County Municipal Center
Lake George, New York, 12845



Re: Building Code Effectiveness Grading Schedule Survey Results

Dear Mr. Stec:

We wish to thank you and Ms. Karen Putney for the cooperation given to us during our recent Building Code Effectiveness Grading Schedule (BCEGS) survey. Insurance Services Office, Inc. (ISO) is the leading supplier of statistical data, underwriting information, and actuarial analysis to the property/casualty insurance industry in the United States. The BCEGS classifications are distributed by ISO for use by property/casualty insurers to assist in their insurance underwriting and premium development programs for residential and commercial properties.

ISO has completed its analysis of the building codes adopted by your community and the effort put forth to enforce those codes. The resulting BCEGS Classification is a Class 6 for 1 & 2 family residential property and a Class 5 for commercial and industrial property. The new Classification is a regression from the former Class 4 for 1 & 2 family residential property and Class 4 for commercial and industrial property. The principal reasons contributing to this regression are:

- adopted codes do not represent the latest edition available
- lack of residential sprinkler requirements in the current code provisions
- previous discretionary upgrade of ratings based upon the adoption of ICC based codes

A revised BCEGS classification would apply to new buildings receiving a Certificate of Occupancy during or after the calendar year in which the revision takes place.

It is apparent that the primary reason for this regression is mandated by a higher authority and not within the control of your jurisdiction. Nevertheless, before we re-classify your community to reflect this change, we would like to know if Warren County desires to develop an improvement program in other areas to better their BCEGS classification. If

this letter is acknowledged by February 27, 2012 advising us that this matter will be reviewed within the next three months we will postpone the implementation of the classification changes.

After review, if it is your decision to begin an improvement program to regain PL Class 4 and CL Class 4, we will need to receive, by May 28, 2012, a list of the changes you intend to make. Additionally, we would appreciate your estimate of the amount of time which will be needed to complete each item. No re-classifying action will be taken if changes are implemented to regain the current classification within one year of the receipt of this letter.

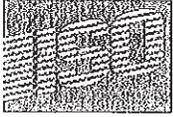
We want to highlight the fact that the ISO Building Code Effectiveness Grading program is an advisory insurance underwriting information and rating tool. It is not intended to analyze all aspects of a comprehensive building code enforcement program. It is not for purposes of determining compliance with any state or local law nor is it for making loss prevention or loss safety recommendations.

If you have any questions about the classification that was developed, please let us know.

Sincerely,

Mary Jobst
Community Mitigation Analyst
856-985-5600 ext. 212
800-444-4554 opt. 8 ext. 212
Fax: 800 955-2422
Mjobst@iso.com

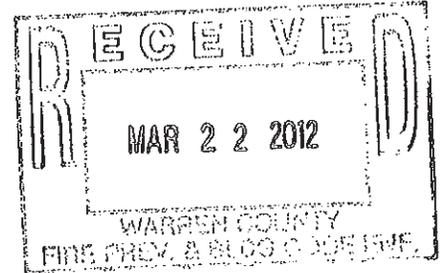
cc: Ms. Karen Putney, Code Enforcement Administrator



4 B EVES DRIVE SUITE 200 MARLTON, NJ 08053 (856) 985-5600 FAX: (856) 810-9065

March 20, 2012

Mr. Daniel G. Stec, Chairman/Board of Supervisors
Warren Co
1340 State Route 9
Warren County Municipal Center
Lake George, NY 12845



Re: Notification of Publication of BCEGS Classification

Dear Mr. Stec:

This is to advise you that ISO will implement the Building Code Effectiveness Grading Schedule (BCEGS) classification for Warren Co as a Class 4 for 1&2 family residential property and a Class 4 for commercial and industrial property. The revised BCEGS classification will apply to new buildings receiving a Certificate of Occupancy during or after the year 2011.

ISO reviews a community's BCEGS classification approximately every five years. If a community significantly changes its building code adoption and/or enforcement program within that time period and ISO is made aware of this, a reevaluation will be scheduled.

Thank you once again for your cooperation in this important project. Please feel free to contact ISO for more information about the BCEGS program or to request a reevaluation.

Sincerely,

Mary Jobst

Community Mitigation Analyst
(800) 444-4554

cc: Ms. Karen Putney, Administrator of Code Enforcement