

County Facilities Committee
Fire Prevention & Building Code Enforcement Agenda
July 22, 2026

COMMITTEE MEMBERS: Supervisors Bruno, Conover, Patchett, Diamond, Strough, Beaty, Niles,
- Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the
Section C (4) of the Rules of the Board

I. Committee meeting called to order by the Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items:

1. City of Glens Falls Fire Prevention and Building Codes Update
2. Creating 3 New Positions

IV. Discussion Items:

V. Referrals/Pending Items:

VI. Privilege of the Floor and public comment (please allow 15 second delay on live stream meetings)

VII. Motion to Adjourn

Attachments:

1. Resolution Request Form

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Fire Prevention & Building Code Enforcement

DATE: 7/13/2026

- (a) Title of Requested Position: Fire Prevention & Building Code Enforcement Officer
- (b) Annual **Base** Salary (and Grade if Applicable): Grade 17 \$61,641
- (c) Effective Date for New Position*: Subject to full board approval
**Please do not backdate unless the purpose is to correct an error.*
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request:
(Include annual salary and grade if applicable):
None
- (e) Where are Funds in the Budget for this Position?
List Budget Code, Object Code, Full Title and Amount:
A.3620 110
- (f) Is a Budget Transfer needed? ☒ YES ☐ NO
If yes, please complete Resolution Request Form No. 10 – Transfer of Funds
If no, please provide details on how the increase will be funded with the current budget:
- (g) Has Director of Human Resources Reviewed and Approved of the New Position Title? ☐ YES ☐ NO
*(approval is necessary **BEFORE** bringing the request to Committee)* **HR Director Initial** _____
- (h) Had County Administrator Reviewed and Approved Creation of New Position? ☐ YES ☐ NO
*(approval is necessary **BEFORE** bringing the request to Committee)* **Co. Admin Initial** _____
- (i) Is this a mandated position? ☐ YES ☒ NO
If yes, please explain:
- (j) Is there expected revenue from this position? ☐ YES ☒ NO
If yes, please explain and complete Resolution Request Form No. 07 – Amend County Budget to recognize revenue: