I. CALL TO ORDER

Mr. Malter called the meeting to order at 9:00 a.m. and wished everyone a Happy New Year. He asked Mr. Nichols to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 7, 2020, MEETING MADE BY MR. RYAN, SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Sheriff’s Office

1. 225th Anniversary – Sheriff Allard stated thank you for allowing us to do this ceremony today. He stated 2021 is the 225th year of the County Sheriff’s Office and as Sheriff, I felt that it was necessary to recognize that. It is important to stop and think about all that Sheriff’s have gone through in 22 years; pandemics, wars, etc. They have served the public, providing public safety. For the first 100 or so years, there was no other law enforcement department; no State Police, no City police departments, etc. The Sheriff was the law enforcement for the County. Since then many other agencies have begun. For 225 years, your Sheriff’s Office has provided the public safety needs for the citizens of the County. This year we still have challenges, but it is important to recognize that we have been here and will continue to be here.

Sheriff Allard stated as part of the celebration he will be doing a pinning ceremony. Those in attendance have brought their own commemorative badge. As part of this, we are also recognizing our Deputy and Corrections Officer of the Year. He reminded the committee that the awardees for this annual recognition are determined by their peers. He asked Officer Angelo Sciotti to come forward. Officer Sciotti is a Corrections Officer in the Jail and has been nominated by his peers for the Corrections Officer of the Year award. Officer Sciotti is a long-time
employee and is a firearms instructor and a field training officer. Officer Sciotti exemplifies our core values. Most of the new Corrections Officers said that he has impacted their career the most with his professionalism. Sheriff Allard presented Officer Sciotti with the Corrections Officer of the Year Award. He explained Officer Lise is representing her father, former Sheriff, Jack Lise, and is also our longest tenured employee. Officer Lise pinned Officer Sciotti’s commemorative badge on him.

Sheriff Allard asked Deputy Joe Winters to come forward. Deputy Winters was nominated by his peers to receive the Deputy of the Year Award. Deputy Winters attended the BOCES Criminal Justice Program at Coopers Plains and also attended the Police Academy in Corning. He is an EMT, an arson investigator and an evidence technician. Deputy Winters is always there to help whenever asked. The primary comment from his peers is that he is always willing to help and make things easier for his coworkers. Sheriff Allard presented Deputy Winters with the Deputy of the Year Award. He asked former Sheriff, Richard Tweddell, to come forward to pin Deputy Winter’s commemorative badge.

Sheriff Allard stated that as part of the commemorative celebration, he has asked Mr. Malter, as Chairman of the Public Safety and Corrections Committee, to pin his commemorative badge. Sheriff Allard then pinned Undersheriff McNelis’ commemorative pin. He stated that the Undersheriff took the lead and made this happen with the pins. Thank you all for allowing me this moment of reflection and gratitude to all the members of this office that have served diligently over the last 225 years. Mr. Malter stated congratulations to all of the award winners.

2. **2021 STOP DWI Agreements** – Sheriff Allard requested approval of the 2021 STOP DWI agreements with partner agencies. He requested authorization for the reimbursement of $14,600 for items other than personal services and $245,814.00 for personal services. These funds will be disbursed to Addison PD, Bath PD, Canisteo PD, Caton PD, Cohocton PD, Corning PD, Hammondsport PD, Hornell PD, Painted Post PD, Wayland PD, and the Sheriff’s Office. This has been approved by the Traffic Safety Board.

MOTION: **APPROVING THE 2021 STOP DWI REIMBURSEMENTS AS PRESENTED BY THE SHERIFF MADE BY MR. HORTON. SECONDED BY MR. RYAN FOR DISCUSSION.**

Mr. Van Etten asked under personal services for the Sheriff’s Office for overtime you have $18,100, but in the column for other than personal services you have listed $5,000. What is that amount for? Sheriff Allard replied that is for equipment that is dedicated to STOP DWI.

Mr. Potter asked how do you determine the amount for each department? Sheriff Allard replied the amount is based on previous year arrests.

**VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Police Reform Plan Finalization** – Sheriff Allard stated that there were no changes necessary after the public review. He asked that the committee forward the plan to the Full Legislature for adoption in January.

MOTION: **APPROVING THE POLICE REFORM PLAN AS SUBMITTED BY THE SHERIFF AND FORWARDING TO THE FULL LEGISLATURE FOR ADOPTION MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

4. **SRO Update** – Sheriff Allard stated two districts have approached us with the possibility of sharing the cost of a full-time deputy between them. This will provide them with an EMT on-site and someone to do home visits when necessary. We are still in the preliminary stages of discussion. If that proposal goes forward, this will pay for one of the two BOCES deputies that you took back in. This does look very promising. When I have something definite I will come back and let the committee know.
B. Conflict Defender

1. **Contract for Private Investigator Services** – Ms. Aston requested authorization to enter into a contract with Ken Kamholtz for private investigator services. We received three proposals and Mr. Kamholtz was the lowest with a rate of $65.00 per hour with no mileage. The other proposals were $65 per hour plus mileage and $85 per hour plus mileage. We have money in our budget for this and we have also used Mr. Kamholtz in the past. Mr. Mullen asked have you had a good experience with Mr. Kamholtz? Ms. Aston replied yes, we have used him one time before. Mr. Van Etten asked what is the term of the contract? Ms. Aston replied it is one year. Mr. Swackhamer asked is there a minimum/maximum amount set? Ms. Aston replied I have asked him to hold the cost to $500, but it could go higher. Mr. Ryan asked are there any benefits included with this? Ms. Aston replied no, he is an independent contractor.

**MOTION:** AUTHORIZING THE CONFLICT DEFENDER TO ENTER INTO A CONTRACT WITH KEN KAMHOLTZ FOR PRIVATE INVESTIGATOR SERVICES AT A RATE OF $65.00 PER HOUR WITH NO MILEAGE MADE BY MR. HORTON. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Emergency Management Office

1. **2021 Motorola Maintenance Agreement** – Mr. Marshall requested authorization to enter into a maintenance agreement with Motorola for a total cost of $145,008.00. This will be covered by interoperable communications grant funds.

**MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF EMERGENCY SERVICES TO ENTER INTO A MAINTENANCE AGREEMENT WITH MOTOROLA FOR A TOTAL COST OF $145,008.00 WHICH WILL BE PAID USING INTEROPERABLE COMMUNICATIONS GRANT FUNDS MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **JFB Contract Extension** – Mr. Marshall requested authorization to extend the contract with JFB. This is the contract for the burn building extension at the Civil Defense Fire Training Center. This is a Canadian company and they cannot get the containers out of Canada right now due to COVID restrictions. He requested authorization to extend the contract through December 31, 2021 so that we can finish this project.

**MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF EMERGENCY SERVICES TO EXTEND THE CONTRACT WITH JFB FOR THE BURN BUILDING EXTENSION AT THE CIVIL DEFENSE FIRE TRAINING CENTER THROUGH DECEMBER 31, 2021 MADE BY MR. HORTON. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Approval of EMSTAR Contract** – Mr. Marshall requested authorization to enter into a contract with EMSTAR for an annual cost of $5,625 for joint emergency medical services and training.

**MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF EMERGENCY SERVICES TO ENTER INTO A CONTRACT WITH EMSTAR FOR AN ANNUAL COST OF $5,625.00 MADE BY MR. RYAN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Approval of Environmental Emergency Services Contract** – Mr. Marshall requested authorization to enter into a contract with Environmental Emergency Services for flood warning services for a cost of $8,400 annually.

**MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF EMERGENCY SERVICES TO ENTER INTO A CONTRACT WITH ENVIRONMENTAL EMERGENCY SERVICES FOR AN ANNUAL COST OF $8,400.00 MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
5. **Hi-Band** – Mr. Malter asked for an update. Mr. Marshall replied we have a conference call scheduled for this morning and the engineers will be coming on-site and will be here for the next couple of days. We have narrowed the issue down to a couple of items and we are making some progress.

D. **Personnel**

1. **Reclassification – Office of Emergency Services** – Mr. Alderman stated there are two requests; the first to upgrade a Radio Technician, Grade XII to a Senior Radio Technician, Grade XIV and the second to hire a permanent part-time Radio Technician. He stated that with the duties that Mr. Marshall provided along with the way things are set up, these are both appropriate. Mr. Marshall explained when Fred Marvin retired, he took a great amount of knowledge with him. We had an individual pass the exam, however, they did not want a full-time position. This individual has been working in a part-time capacity since the beginning of the year. We did hire a temporary person, however they did not work out. We had talked with another individual who has come on board and has been a great asset to us. This individual and our part-time individual work together very well. It is nice to have two technicians and quite often we need someone to go to a tower site and one on the other end. It has been beneficial to have the extra part-time person on board. We do have enough money to support this.

Mr. Malter asked what is the difference in dollar amounts? Mr. Alderman replied the difference is about $3,400. Mr. Mullen asked with the permanent part-time and full-time positions, are either of these the individual that was not working out well? Mr. Marshall replied no. We hired another individual who is doing very well. This individual found a lot of the issues we have with the VHF simulcast.

Mr. Swackhamer commented when you are presenting an upgrade or downgrade, I would like to see the dollar value of the positions. Mr. Malter asked why are you upgrading the position? Mr. Wheeler replied we were looking to upgrade the position when Fred Marvin was still on board as we knew the position was due for an upgrade. Then Mr. Marvin retired. Based on the pool of applicants and the technical nature of the job, this position is low-graded in terms of the market. For the part-time position we have been using someone on a temporary basis, but we are limited as to how long we can do that before they have to be converted to a permanent part-time position.

Ms. Fitzpatrick asked has there been an upgrade in the duties? Mr. Wheeler replied not necessarily with the Senior Radio Technician. We are just bringing it in line. Mr. Marshall commented the Senior Radio Technician supervises the part-time Radio Technician and does the scheduling and identifies the workload.

Mr. Malter stated the part-time position already has a full-time job. Mr. Marshall stated he certainly puts his hours in. These guys put in an enormous amount of work and have done a fantastic job for the County. Both are fantastic and I don’t want to lose either one. Mr. Wheeler commented without the part-time position we would have to expand our contract with Mid-State. Mr. Mullen commented it is good to have a little redundancy with positions with such a specialized knowledge base.

**MOTION:** APPROVING THE UPGRADE OF A RADIO TECHNICIAN, GRADE XII TO A SENIOR RADIO TECHNICIAN, GRADE XIV WITHIN THE OFFICE OF EMERGENCY SERVICES MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

**MOTION:** APPROVING HIRING A PERMANENT PART-TIME RADIO TECHNICIAN IN THE OFFICE OF EMERGENCY SERVICES MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
MOTION: TO ADJOURN MADE BY MR. HORTON. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Monday, February 1, 2021
Legislative Chambers
9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Monday, January 25, 2021