

J. Margeson

**NOT**  
**APPROVED**

Public Safety Committee

January 12, 2000

JAN 19 2000

Present: Rod Bennett, Chairman  
Jim Graffrath  
Curtis Corkey  
Ron Truax  
Ed Sherman  
John Margeson

Bill Dibble  
Preston Lucas  
Keith Barber  
John Tucker  
Randy Belmont  
Bill Timberlake

Media: John Anderson, Olean Times Herald  
George Filgrove, Wellsville Daily Reporter

Guest: Bill Hall, E911 Committee Chairman

911 Numbering: Jody Kenyon

Chairman Bennett called the meeting to order at 2:10.

The meeting was being held a week earlier than normally scheduled due to the NYSAC meeting next week in Albany.

Bill Hall, Chairman of the E911 Committee was introduced. Copies of a report were handed out with recommendations as to how the E911 Dispatch Center should be operated. Mr. Hall noted that many representatives from different communities were involved in development of the recommendations. After some discussion, Mr. Graffrath noted there should be some time allowed to review the report by the Public Safety Committee. Chairman Bennett scheduled a special Public Safety Committee meeting on January 26 at 3:00 p.m. to address the matter further.

Chairman Bennett thanked Mr. Hall for his and the Committee's work.

On motion by Mr. Graffrath and seconded by Mr. Corkey the committee accepted the E911 report.

There was some discussion concerning some residents located outside the county but are serviced by Allegany County departments. The county has tried to get 911 calls forwarded directly to the county's 911 center. Steuben County has refused to authorize this.

Discussion was made concerning the matter of correcting addresses of some residents. There is a need to coordinate the information with the county if local volunteers are making changes.

Sheriff's Department

Chairman Bennett called on Sheriff Belmont for his report. A request was made to create a confidential secretary's position in the Sheriff's Department. Funding has been budgeted for the year 2000. John Margeson recommended the Sheriff, Dale Dutton and himself get together to determine the correct job description.

Other

Chairman Bennett requested approval by the committee for new appointments and re-appointments to the Traffic Safety Board.

On motion by Mr. Graffrath and seconded by Mr. Truax the committee approved the appointments. NOTE: County Attorney Prepare Resolution

On motion by Mr. Graffrath and seconded by Mr. Corkey, the meeting adjourned at 2:45.

## **E911 Emergency Dispatch Committee Recommendations**

**Recommendation:** The E911 dispatchers are a vital link to people's lives and safety. Training is of utmost importance. All dispatchers should be highly trained and kept updated in this ever-changing world and field of employment.

**Recommendation:** Develop a plan to ensure that all updates (policies and procedures) are reviewed and checked to determine that they have been included in the documentation every six months. Documents must be signed by appropriate individual(s).

**Recommendation:** All personnel need to use proper protocols as they relate to using radios. Training must be made available when protocols are found to be lacking.

**Recommendation:** The E911 dispatch system should be part of the Sheriff's Office. This is an elected office responsible to the people of the county. An employee of the department should be named as E911 Coordinator with sole responsibility to the dispatch center. This employee should be assisted by the Sheriff and Fire Coordinator and a volunteer committee made up of 2 fire officials, 2 EMS officials, and 2 police officials for policies, procedures, recommendations, problems and concerns within their respective groups. These officials are to be from different organizations, i.e., both fire, E.M.S., and police officials are not to be from the same jurisdiction.

**Recommendation:** The Allegany County legislature should pass a law addressing all 911 calls on cellular telephones. This law should require all emergency calls from cellular telephones to be directed to the Allegany County Emergency Dispatch Center on reestablished dedicated telephone lines.

**Recommendation:** Police organizations serving Allegany County should enter into an agreement to conform to the standard operating procedure required of agencies complying with the closest car concept when responding to emergencies.

**Recommendation:** A mandate or law be passed requiring that the County of Allegany be responsible for dispatching mutual aid. All requirements for mutual aid to be routed through the County Dispatch center. Extenuating circumstances should be brought to the attention of the Fire Coordinator.

**Recommendation:** The County of Allegany should study the feasibility of hiring/contracting a technician to provide maintenance for County radios so that service providers will not be required to maintain this equipment. This technician should be made available to local fire and police departments upon their request.

**Recommendation:** The Fire Coordinator should be a fire coordinator and to utilize this person as a numerator takes away time from fire coordinating business. A person should be hired to keep the E911 numbering system updated allowing the Fire Coordinator to do their function.

(Continued)

## **E911 Emergency Dispatch Committee Recommendations**

(Continued)

**Recommendation:** The Allegany County E911 system should contact the local telephone system(s) to discuss the procedure for updating all addresses associated with telephone numbers.

**Recommendation:** Each community in the within the county should work closely with County Officials to assure the most accurate numbering system possible for reasons of safety enhancements. The areas the county should work with the County Health Department and the offices that issues building permits in local jurisdictions.

John M.

**NOT  
APPROVED**

**PUBLIC SAFETY COMMITTEE  
JANUARY 26, 2000**

**JAN 28 2000**

**Present:** R. Bennett, J. Graffrath, C. Corkey, Wm. Dibble, R. Truax

Chairman Bennett called the meeting to order at 2:30 p.m.

On motion of R. Truax, seconded by Wm. Dibble the minutes of the previous meeting were approved with a correction in that the January meeting date was changed due to the fact Mr. Bennett and Mr. Graffrath were attending the New York State County Highway Superintendents Conference rather than the NYSAC Conference.

David Sirianni, Director of Probation, advised the committee that Chairman Sherman had appointed Mr. Sirianni, John Margeson and Margaret Cherre to serve as members of the Local Conditional Release Commission.

These appointments require confirmation by the Board of Legislators and J. Graffrath moved that a resolution be prepared appointing these individuals for consideration by the Board. The motion was seconded by R. Truax and carried.

**PREPARE A RESOLUTION**

Mr. Sirianni asked the committee to sponsor a resolution approving a contract between the County and the New York State Division of Probation and Correctional Alternative to continue delivery of the Pretrial Release Program and the Community Services Program. On motion of R. Truax seconded by J. Graffrath and carried, the County Attorney is to prepare resolutions to continue these contracts.

**PREPARE A RESOLUTION**

Mr. Sirianni will deliver copies of the contracts to the County Attorneys office.

Alan Chamberlain, Sealer of Weights and Measures informed the committee that he had prepared bid specifications for the purchase of a large van to replace his pick-up truck. Monies for the van are included in his 2000 budget. Mr. Chamberlain sought permission to advertise the bid which was granted on motion of J. Graffrath, seconded by Wm. Dibble.

Wm. Timberlake, Undersheriff, advised the committee that one of the Civil Deputy vehicles was involved in a traffic accident and appears to be unrepairable.

After discussion, J. Graffrath moved to refer the matter to the Ways and Means Committee for its consideration of transferring funds from contingency to finance the purchase of a replacement vehicle.

The committee would also like the Personnel Committee to determine whether an funds from the Self-Insurance Fund might be available.

The committee then discussed the recommendations of the E-911 Emergency Dispatch Committee though were not able to complete the process due to the restraints. The recommendations will be further discussed at the February meeting.

Meeting adjourned at 3:30 p.m.

Public Safety Committee

March 1, 2000

John M.  
**NOT  
APPROVED**

**MAR 3 2000**

Present: Rod Bennet, Chairman; Ron Truax, Jim Graffrath, Curtis Corkey, Bill Dibble, Ed Sherman, Keith Barber, John Tucker, Terry Parker, Randy Belmont, Bill Timberlake, Dave Sirianni

Fire Advisory Board reps: Dick Sortore, Dick Smith

Media: George Filgrove, Wellsville Daily Reporter

Student Interns: Andy and Rachael

Fire Numbering: Tren Young, Jody Kenyon

Chairman Bennett called the meeting to order at 3:37.

On motion by Mr. Truax and seconded by Mr. Corkey the minutes of the February 14 Public Safety Committee meeting were approved.

There was some discussion as to the status of different union contracts.

Fire Service

Chairman Bennett called on Keith Barber, Fire Coordinator, for his report. Keith discussed the need to add additional lines to the 911 voice-logging recorder. An increase from thirty-two channels to forty-eight. There was discussion concerning the matter of an annual maintenance contract for the unit. The matter will be discussed further at the next meeting.

Keith gave a status report on the new 911 dispatch consoles. There is currently one unit installed with some limited capability. A training session is scheduled for the dispatchers.

Sheriff's Department

Chairman Bennett called on Sheriff Belmont for his report. The sheriff requested a resolution for a Federal Equitable Sharing Agreement to allow the county to receive forfeiture monies.

On motion by Mr. Truax and seconded by Mr. Graffrath the committee approved the request. **COUNTY ATTORNEY PREPARE RESOLUTION**

The sheriff discussed the matter for replacement of the civil vehicle that was damaged and out of service. With increases in prisoner transports, the sheriff felt that a larger

vehicle could be used for that purpose, when needed. It was requested that a full size vehicle with the "police package" on state bid be obtained.

On motion by Mr. Graffrath and seconded by Mr. Corkey the committee approved a transfer of \$21,000 from contingency for the sheriff's automotive account. The matter was referred to Ways and Means.

There was discussion on the maintenance of the sheriff's department vehicles. The sheriff noted of his goal to develop a replacement schedule of the department's vehicles.

Chairman Bennett noted of a special meeting scheduled for March 21 with Ways and Means to discuss the matter of the county jail.

#### Probation Department

Chairman Bennett called on Dave Sirianni , Director, for his report. Dave updated the committee on the budget situation with the state. There will be a 12% cut in aid to the local departments. Dave explained some grant funding that is obtained to help in some areas. There was some discussion as to the effect on the jail with cuts to the probation budget. Dave noted that the reduced revenue may effect operation of some of the non-mandated activities of his department.

#### Other

It was noted that the Fire Advisory Board meeting will be held March 23.

Mr. Corkey noted the need to continue to review the E911 Committee's report and recommendations on the operation of the dispatch center. There was some discussion on the matter of what department the dispatchers should be managed by. It was suggested that possibly an advisory committee made up of police, fire, and EMS representatives could be formed.

Chairman Bennett asked for a special meeting on March 22 at 3:00 to discuss the 911 committee's recommendations.

There was some discussion regarding the residents in Steuben County that are serviced by Allegany County emergency responders. They currently cannot make 911 calls to Allegany County's dispatch center. Assistance through Steuben County government has been requested.

The meeting adjourned at 4:40.

# MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: PUBLIC SAFETY

DATE: March 1, 2000

**Request Board resolution to allow Chairman to sign Federal Equity Sharing Agreement which enables this County to share in forfeited funds as a result of Federally adopted drug seizures.**

**FISCAL IMPACT:**

**These funds will supplement County funds  
And must be used for drug enforcement purposes.**

For further information regarding this matter, contact:

Randal J. Belmont, Sheriff  
Name and Department

200  
Telephone Number

John M.

**NOT  
APPROVED**

**FEB 17 2000**

**Public Safety Committee**

**February 14, 2000**

Present: Rod Bennett, Curtis Corkey, Jim Graffrath, Bill Dibble, Ron Truax  
Keith Barber, John Tucker, Terry Parker, Dave Sirianni, Bill Timberlake

Fire Advisory Board Reps: Dick Smith, Dan Metcalf

Media: John Anderson, Olean Times Herald  
George Filgrove, Wellsville Daily Reporter

**Probation**

Chairman Bennett called on Dave Sirianni, Director, for his report. Dave indicated the state has approved the Juvenile Grant and second year funding is being requested. Dave noted that there would possibly be a ten to twenty percent increase in the local aid to probation over the anticipated figure. He will be in Syracuse at the end of the month and will get an update.

**Sheriff's Department**

Chairman Bennett called on Undersheriff Bill Timberlake for his report. Bill requested that the committee approve the renewal contract for the Southern Tier Drug Task Force. On motion by Mr. Truax and seconded by Mr. Graffrath, the committee unanimously agreed. **PREPARE A RESOLUTION**

There was brief discussion concerning replacement of one of the damaged civil cars in the department.

**Office of Emergency Services**

Chairman Bennett called on John Tucker, Director for his report. John noted of two funding programs made available as a result of recent disaster declarations. One program is the Hazard Mitigation Grant program offered through FEMA. Five townships have indicated interest. The other program is from HUD and is for unmet needs as a result of the flooding of June/July 1998. Four townships were sent packages of information.

The next meeting for Public Safety will be Wednesday, March 1 at 3:30 after the Public Works Committee meeting.

The meeting adjourned at 4:15.

Public Safety Committee

March 22, 2000

John m.  
**NOT APPROVED**

**MAR 28 2000**

Present: Rod Bennett, Chairman; Ron Truax, Jim Graffrath, Curtis Corkey, Bill Dibble, Ed Sherman, Sue Myers, Preston Lucas, Ken Nielson, Keith Barber, John Tucker, Randy Belmont

Fire Service Reps: Attendance sheet attached

Media: Wellsville Daily Reporter, Olean Times Herald, Cuba Patriot

Chairman Bennett called the meeting to order at 3:00 p.m.

It was explained that this was a special meeting held to discuss the 911 Subcommittee's report and recommendations on the Dispatch Center.

Chairman Bennett thanked everyone for the large turnout with everyone's concerns on this matter.

Paul Gallmann, Deputy Fire Coordinator, was called on. Paul noted of a meeting held Tuesday evening at the Belmont Fire Company by the County Firemen's Association. A letter was read (see attached) with the group's concerns and recommendations.

Chairman Bennett noted the committee's concern for public safety, be it police, fire or EMS needs.

There was some discussion on the Association's suggestion to make a separate department with a department head to be the 911 Coordinator. The matter of the Sheriff's Department operating the 911 Center was discussed. It was explained by Chairman Bennett that it is not the intent, at this time, to turn 911 over to the Sheriff. One idea is to have an Advisory Committee made up of representatives of police, fire and EMS to be an Oversight Committee.

The Public Safety Committee proceeded to review the 911 Subcommittee report and recommendations. Some of the first few items have previously been discussed. The second item was the recommendation to develop a plan to maintain operations and updates. Keith Barber noted this has already been addressed.

Curtis Corkey commented on item three regarding training and the use of protocols. Regarding this matter, there was some discussion on how complaints are handled on dispatching. Keith Barber explained that the majority is unfounded once investigated. Over ninety percent are because of incorrect or misinformation.

Preston Lucas noted that the committee would not deal with this matter and should be handled by a 911 Coordinator.

It was noted that there are formal radio protocols in place and should be followed.

Item 4 of the 911 Subcommittee report indicated the dispatch center should be under the Sheriff's Department. It was noted by Curtis Corkey that whomever is chosen, that individual should be well knowledgeable about 911 operation and the department should not "micro manage".

Chairman Bennett noted that originally the plan was to have Keith and the previous sheriff operate the 911 Center. Keith was left to handle it and being a part-time employee as well as with the responsibility of the rural numbering system has been difficult. Keith noted that in the past, he has recommended to the committee that there should be an individual 911 Coordinator but that the suggestion was not accepted.

Jim Graffrath noted that he feels an oversight or coordination committee is the best, with representatives from fire, police and EMS.

Bill Dibble handed out copies of a package of information from Steuben County on plans to operate their 911 system. (see attached to minutes)

Sheriff Belmont was called on and referred to his letter of March 21 (see attached to minutes). The Sheriff stated he would contact departments in the fire and ambulance service and request input. He will get back to the Public Safety Committee with the results.

John Tucker commented on the EMS concerns. It was noted that most, if not all, of the originally hired dispatchers had EMS background training. The county should be thankful for this vital knowledge. There is concern that any new personnel should be required for some knowledge by experience or training. There is an EMD (Emergency Medical Dispatch) training program available.

Preston Lucas noted that in Livingston County there are contracts with the different public safety departments.

On motion by Mr. Corkey and seconded by Mr. Truax, the committee accepted Sheriff Belmont's proposal to meet with various departments and agencies to develop input and return to the Public Safety Committee with recommendations within 60 days.

There was discussion regarding the matter of the 911 surcharge by the phone company and also the routing of 911 cellular phone calls to the county 911 Center instead of the State Police. There are some legislative bills on these matters.

Another item from the 911 subcommittee's report was the matter of a county radio maintenance technician to work on all county radio systems. Keith noted in investigating this, the cost has been much cheaper to have a radio maintenance company do the work than the cost of wages for a full time employee.

The matter of the rural numbering system was discussed. Currently there are only temporary employees working on this and the agreement will end this summer. It was felt that there should be a full time permanent employee to maintain the system in the future.

A comment was made that the volunteers representing the fire service do not have a say in decisions. They respond to calls and are very dedicated and take a lot of risks. Chairman Bennett explained that the volunteers' comments and suggestions are important.

Randy Swarthout commented on the matter of complaints and misinformation in regards to some specific 911 telephone calls and the response to them.

Another person asked that the fire service be allowed to review Sheriff Belmont's findings and recommendations that will be presented to the Public Safety Committee.

Another suggestion was that Sheriff Belmont has assistance from fire and EMS representatives to assess various recommendations from departments.

On motion by Mr. Truax and seconded by Mr. Dibble the committee approved the suggestion to have fire and EMS representatives assist the Sheriff.

It was suggested that the legislators spend more time in visiting the dispatch center to see how it operates.

Brian Guinnip, a dispatcher, commented he felt insulted that the dispatchers have not been requested for input in the matter. He felt that the current operation is good. He also suggested that there should be a 911 Coordinator to oversee operations.

Another comment was made suggesting the general information telephone number for the county should not be routed to the dispatch center. This matter will be addressed as to the need for the 268-7612 number.

Chairman Bennett thanked everyone for their support and comments.

The meeting adjourned at 4:40.

# OFFICE OF THE SHERIFF

Randal J. Belmont  
Sheriff

ALLEGANY COUNTY  
7 Court Street  
Belmont, NY 14813-1082

William J. Timberlake  
Undersheriff



Telephone ..... 716-268-9200  
Fax ..... 716-268-9475  
Civil Office ..... 716-268-9201  
Jail Division ..... 716-268-9208

March 21, 2000

Dear Fire Personnel and Public Safety Committee Members:

I have been waiting for Public Safety to decide on the future of the 911 Center before I make any plans. On different occasions it has been asked "if" 911 is transferred to the Sheriff's Office how it would be administered? Much to my dismay I have answered some of the questions, and the answer I gave was perceived as being etched in stone. None of my statements I made were. When I investigate things I ask questions and make comments. It is somewhat like thinking out loud.

There are a lot of rumors going around about what the Sheriff's Office will do or will not do if 911 is transferred by the legislators. I am not going to react to rumors, I am not going to tell you hear and now what I will do and will not do if the Office of Sheriff becomes involved in 911. I do not have all the answers to your questions. Decisions regarding the operation of 911 will be made with one thought in mind, "what is the right thing to do and the best thing to do for the citizens of Allegany County, operators of the 911 system, fire personnel, ambulance personnel and police officers".

One of the things I have learned is to find out from the employees (who have the most knowledge of their jobs) the answers on different questions and to extract their ideas. I also ask people that use the system what their thoughts and ideas are and then come up with the best possible solutions to problems and concerns. I fine this works best and the job gets done with more efficiency.

I as well as every person in this County have a vested interest in our dispatch center and there are many concerns among fire, E.M.S., and police. In my position as Sheriff my number one concern is safety of the public. If the Public Safety Committee makes the decision to place the 911 operations within the Office of Sheriff and if the 911 operations is accepted, I will make it the best possible dispatch center it can be. One of the best recommendations I have seen so far is the advisory panel consisting of personnel from the Fire, EMS and Police communities or fields.

Some of the people and groups that will be consulted in this process are:

- A. Fire Advisory Board
- B. Employees of the Dispatch Center

- C. Unions that represent the employees
- D. Police Community
- E. Fire Departments
- F. E.M.S. personnel
- G. Consult with Counties that have dispatch centers, i.e.: Wyoming, Livingston, Cattaraugus, etc.
- H. Consult with Sheriff's Office supervisory personnel
- I. Whatever needs to be done to make an intelligent well-informed decision.

I cannot and will not make hastily, uninformed and unjust decisions. I'm not looking for more work. I know what my job is and I like it and I would be remiss if I turned my back on this situation. The safety of the public is too important for me or anyone else to walk away from. I further believe everyone involved with the 911 system should work together, collectively and cooperatively.

Sincerely,

A handwritten signature in black ink, appearing to read "Randal J. Belmont". The signature is fluid and cursive, with a large, stylized initial "R" and "B".

Randal J. Belmont  
Sheriff

An informal meeting of the County Firemen's Association was held last evening March 21, 2000 at the Belmont Fire Hall and presided over by Association President Randy Swarthout.

Sheriff Belmont talked to the group and answered many questions He presented a signed letter of his thoughts and intentions as to the 911-dispatch center.

There were twenty-three departments present with thirty-five total persons representing these departments. The following recommendation to the Public Safety Committee was carried by motion with no nay votes.

**It is recommended that a civilian Coordinator for 911 be created, with Department Head status, to report to the Public Safety Committee. The Fire Coordinator would have advice and consent as to FIRE and EMS procedure and policy with the Sheriff having advice and consent as to Police procedure and policy.**

**We feel that no matter who heads dispatch, the dispatchers should be civilian and should not be in any way connected with jail operations.**

If the above is not the recommendation of the committee, we would like the following questions considered--

1. If you put the dispatcher center under the control of the Sheriff will you be adding more duties to the dispatcher; such as running the elevator and garage door, collecting bail and running visits to the jail?
2. What would be the liability issue with dispatchers having duties involving the jail?
3. Is there a possibility that these duties conflict with N.Y.S. Dept. of Corrections?
4. Have you looked at all aspects of the union problems?

A question has been raised by many as whether the legislature and the ad hoc committee have actually spent time in the dispatch center to see how it is run?

**STEUBEN COUNTY ADMINISTRATOR'S OFFICE**

**Steuben County Office Building  
3 East Pulteney Square  
Bath, New York 14810**

*emf  
Sent via*

DATE: March 22, 2000 TIME: 2:20 PM  
 TO: Bill Dibble LOCATION: \_\_\_\_\_  
 AGENCY: Allegany County Legislator  
 FROM: DANIEL R. O'DONNELL  
COUNTY ADMINISTRATOR  
 # PAGES: 6 MACHINE: TIE FAX-FX-E 1300  
 (Including Coversheet)

**SPECIAL INSTRUCTIONS:**

You have any other questions, please give us a call.

FAX OPERATOR: CAR

FAX NUMBER: (607) 776-6926

PHONE NUMBER: (607) 776-9631 EXT. 2245

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# STEUBEN COUNTY LEGISLATURE

Stoner E. Horey, M.D.  
Chairman  
District 9

DeWitt T. Baker, D.V.M.  
Vice Chairman  
District 13

Gary D. Swackhamer  
Majority Leader  
District 1

Richard A. Argentieri  
Minority Leader  
District 1

Stephan D. Bigger  
District 7

Francis L. Gehl  
District 2

Peter L. Ciambrone  
District 2

Thomas H. Hopper, Jr.  
District 11

Kenneth E. Isaman  
District 6

Larley R. Mayo  
District 10

Thomas J. McIntyre  
District 8

L. Ronald Nielsen  
District 3

Philip J. Roche  
District 12

Thomas C. Schwartz  
District 13

David Stachnik  
District 5

Lola J. Tears  
District 3

John W. Young  
District 4

Daniel R. O'Donnell  
County Administrator

TO: THOMAS HOPPER, JR.  
FROM: STONER E. HOREY, M.D.  
DATED: November 6th, 1998  
RE: E-911

I think that it is extremely important that there be a clear understanding of the mission and role of each sub-committee.

I am in the process of specifically outlining the format to be followed by the Oversight Committee and its sub-committees.

One of your areas of expertise has been organizational structure and function and I would like to have your opinion and help on defining specific mission statements and areas of responsibility and interaction.

Please review the attached and let me have your thoughts on same.

Thank you, Tom.

STONER E. HOREY, M.D.  
CHAIRMAN  
STEUBEN COUNTY LEGISLATURE

**MISSION STATEMENTS FOR 9-1-1 COMMITTEES**

**TECHNOLOGY COMMITTEE:**

The mission of the Technology Committee is to recommend to the Oversight Committee and the Legislature the technological considerations necessary to implement 9-1-1. These include the following factors: 1) Location, 2) Staffing, 3) Time Standard, 4) Tying the dispatch system to records management systems for police, fire and ambulance, 5) Hiring a consultant, and 6) CAD equipment.

**EMERGENCY MEDICAL COMMITTEE:**

The mission of the Emergency Medical Committee is to recommend uniform policies for emergency medical services, in conjunction with all other emergency services, to provide dispatch information for Steuben County 9-1-1.

**LAW ENFORCEMENT COMMITTEE:**

The mission of the Law Enforcement Committee is to take the input of all the law enforcement agencies in Steuben County. The experience and expertise of these agencies will produce a list of concerns and guidance relative to the receiving and dispatching of complaints and information to each agency. Then, considering the safety of the citizens in Steuben County and the efficiency of each agency, recommendations will be made to the 9-1-1 Oversight Committee.

**FIRE COMMITTEE:**

The mission of the 9-1-1 Fire Services Committee is to ensure the consistent and uniform delivery of public safety dispatching services within Steuben County through the implementation of the 9-1-1 Enhanced System. The goals of this committee are: (1) To have a functional, efficient dispatch system; (2) To have interactions with other service organizations such as EMO, Law and EMS; (3) To have uniform policies and procedures which result in efficient operations; and (4) To have an open-ended proactive approach allowing for flexibility.

**DOMESTIC VIOLENCE COMMITTEE:**

The mission of the Domestic Violence Committee is to make recommendations regarding policies to ensure a timely, effective, safe response to domestic violence situations.

**CITIZENS' COMMITTEE:**

The mission of the Citizens' Committee is the dissemination of information to the public to keep them informed of the progress and design of 9-1-1 implementation and to educate the public as to the proper use of the system.

**ADDRESSING COMMITTEE:**

The mission of the Addressing Committee is to develop and oversee implementation of a uniform County-wide addressing system.

# NTY LEGISLATURE

↓  
RECTIONS COMMITTEE

## VERSIGHT COMMITTEE

... Horey, M.D.

... yl Crocker  
Heffner  
... fficio - Dan O'Donnell

Mike Sprague  
Keener Cortright  
Will Vance

Richard Andrews

Sgt. Ron Bates  
Shelly Artherton - Wildwood BOCES  
Terry Hall - Coopers BOCES  
Will Vance - Addison -L  
Denise Hultz  
Yvoanne Drake

Michael Harkenrider  
Mike Foley - Sheriff Dept.  
Mike Pawlowski  
Phyllis Crossett - NYSP (Dispatcher)  
Robert Dinehart - Wayland Postmaster  
Roland Storms - SC Tax Map Supervisor  
Sgt. Mark Mahoney - Hornell PD  
Tom Sears - SC GIS Coordinator  
Vince Spagnoletti - SC Public Works

### TECHNOLOGY LIAISON - TOM SCHWARTZ

Art Jones - Rural Metro  
Don Merring - Canisteo  
John Burns  
Joseph Cavallaro - Business Owner  
Larry Kane - Retired Bell Atlantic  
Leo Lesh - Retired Mechanical Engineer  
Lori Gerstel - Noah's Ark  
Michael Mann - Corning Community College  
Michael Watson - Dispatcher - Corning PD  
Mike Foley - Sheriff's Department  
Patrick Donnelly - First State Bank, Canisteo  
Phyllis Crossett - NYSP (Dispatcher)  
Robert Shelansky - Bell Atlantic - C  
Steven Dungan - Dispatcher BPD - VC & L  
Tom Sears - SC GIS Coordinator  
William Pryor - Bell Atlantic  
Thomas H. Hopper, Jr.

### LAW LIAISON - RICHARD TWEDDELL

Chief David Rouse - Bath PD -C&L  
Chief Paul Crowe - Hornell PD -VC  
Chief Yost - Painted Post PD  
Eric Tyner - Investigator  
Michael McCartney - SC District Attorney  
Robert Nichols - Tuscarora Town Supervisor  
Sgt. Mark Cleveland - NYSP  
Lt. Sal Trentanelli - Corning PD

### ADDRESSING LIAISON - DONNA HATCH

Anne H. Vogtli  
Betty Orcutt - SC Mail Room  
Chuck Tolbert - US Post Office  
Connie Luckner - Twn/Frwin  
David Bates - Sheriff Dept.  
Debbie Wraight - Empire Telephone - VC  
Deborah Essler - Hornell PO - C  
Denise Wigmore - Frontier Telephone  
Dianne Freiner - Bath PO  
Don Merring - Canisteo - L  
Joel Ordway - Chief Deputy  
Linda Zeller - Frontier Telephone  
Lori Gerstel - Noah's Ark  
Merton Plaisted

# STEUBEN COUNT

## PUBLIC SAFETY & CORI

### 9-1-1 ENHANCED OVER

Stoner E. H

Steve Bigger  
Donna Hatch  
Don Merring

Tom Schwartz  
Kenneth Peaslee  
Steve Dungan

Richard Tweddell  
David Rouse  
Al Lewis, Sr.

Cheryl C.  
Greg Hef  
Ex-Offici

### EMERGENCY MEDICAL

LIAISON - STONER E. HOREY, M.D.

- Al Lewis, Sr - Rural Metro -L
- Carol Whitehead - Jasper Ambulance
- Cpl. Charles Hughes
- Darlene Hawxhurst - AIM
- Donald Stiker - Addison Ambulance -VC
- Ellen Prutsman
- Fred Crist - Hornell Ambulance
- Gayle Abraham- IDMH
- Greg Learned - Hammondsport Ambulance
- Gwen Simons
- Jini Jackson - Cameron Ambulance -C
- Kenneth Corey - Bath VAMC
- Margaret Griswold, RN St. James Hspt.
- Mary Jo Bruinooge
- Pat Cole - RN Noyes Hspt/Collection Ambulance
- Patricia Livingston
- Patrick Livingston
- David V. Cole, Undersheriff
- Tammy Holbrook
- Teri Symonds, RN
- Terry Sutfin - Avoca Ambulance

### DOMESTIC VIOLENCE

LIAISON - RICHARD TWEDDELL

- Angela Bills - DART
- Bonita Stubblefield - C
- Carol Whitehead
- Cheryl Crocker - Probation -L
- Julia Symes - Social Services - VC
- Mary Claire Donovan -Frank - Town Justice
- Mike Foley
- Noel Terwilliger - Investigator
- Phil Roche, Esq. - Legislature
- Phyllis Crosscut
- Trooper Gregory L. Dipasquale
- Teresa Stever-Gray, CSW R

### FIRE

LIAISON - MIKE SPRAGUE

- Bill Cummings - Corning FD
- Brian McCarthy - Painted Post FD
- Chris Lasnik - Arkport FD
- Dennis Prutsman - Troupsburg FD -VC
- Donald Fredericy
- Jacob Gross - Lindley FD
- James Martin
- Jim Ornie - VAMC
- Joe Dick - North Hornell FD -C
- John Heckman - Jasper FD
- Joseph Lawrence - South Dansville FD
- Lenny Campanella - Greenwood FD
- Michael Gilman - Cohocton FD
- Pat McGlynn - Deputy (Dispatch)
- Patrick House
- Pete Nevius - Deputy, Fire Coordinator
- Richard Andrews - Woodhull FD -L
- Scott Phenes
- Spencer Longwell
- Todd Burdick - Greenwood FD
- Vince Kelly
- Mary Morse, R.N.

### CITIZENS

LIAISON - GREG HEFFNER

- Amber Burtleson
- Ann Marie Bates - Wayland/Cohocton School
- Brian Miller
- Carol E. Whitehead - Workforce Development
- Douglas Heinemann
- Earl Whitney - Retired Engineer
- Ernie Kelly - Haverling High School (EMT)
- Fred Lewis
- Gary Pielmeyer - Corning
- George Ott - Perkinsville (Citizen) -C
- Jim Reilly - Corning -VC
- Ray Cotter
- Richard Frey - Hammondsport
- Roger McCann - AIM

Public Safety Committee Meeting

April 5, 2000

John Margeson  
**NOT  
APPROVED**

APR 10 2000

Present: Rod Bennett, Chairman; Curtis Corkey, Bill Dibble, Jim Graffrath, Ron Truax  
Ed Sherman, Sue Myers, Preston Lucas, John Margeson  
Keith Barber, John Tucker, Randy Belmont, Bill Timberlake, Dave Sirianni,  
Terry Parker

Rural Numbering: Jody Kenyon, Tren Young

Media: George Filgrove, Wellsville Daily Reporter  
John Anderson, Olean Times Herald

Guests: Bill Joyce, Commissioner of Corrections  
Student Interns

Chairman Bennett called the meeting to order at 3:30 p.m.

On motion by Mr. Truax and seconded by Mr. Dibble, the minutes of the March 1 and March 21 meetings were approved and the minutes of the March 22 meeting were approved with amendment as follows; Page 2, first paragraph, second sentence to read "It was noted by Curtis Corkey that whomever is chosen, that individual should be well knowledgeable about 911 operation and the committee should not 'micro-manage' the department."

**District Attorney**

Chairman Bennett called on Terry Parker, District Attorney, for his report.

Terry requested a resolution to be brought before the board to authorize the position of part time investigator for his department. This matter has been previously addressed by the board and was returned to committee. Terry explained he is anticipating state aid in the amount of \$50,000 but the state budget has not been passed. This position was discussed and Terry explained what the duties would be. Currently he is doing the work but does not have enough time. With the position in place, the operation would be much more efficient and user-friendly. The cost of the position is budgeted in the department's budget and would be approximately \$14,000 (twenty hours per week)

On a motion by Mr. Dibble and seconded by Mr. Truax the position would be approved pending receipt of the State funding. Mr. Corkey felt it should not be authorized only on receipt of the funding. Terry noted the District Attorneys, state-wide, have been lobbying for the aid and he felt it would be received. After further discussion, the committee unanimously approved the request.

**NOTE: COUNTY ATTORNEY PREPARE RESOLUTION**

Terry noted of the Community Prosecution Program. There are grant funds for this program and the committee recommended that Terry investigate it.

**Probation Department**

Chairman Bennett called on Dave Sirianni, Director, for his report. Dave gave a status of the State budget and noted funds will not be cut for the department. He has received word from Senator McGee's office that the funds were reinstated.

Dave noted he has lost a probation officer to Steuben County and requested authorization to fill that vacancy. On motion by Mr. Graffrath and seconded by Mr. Dibble the committee unanimously approved the request.

Mr. Corkey asked about the work load of the probation staff. Dave explained the number of cases that the staff handle.

**Fire Service**

Chairman Bennett called on Keith Barber, Fire Coordinator, for his report. Keith requested approval for the purchase of head sets for the 911 dispatchers. It was noted previously that the head sets were recommended to help improve the quality of communications. Keith also requested approval to spend \$3,200 to convert the Alfred fire department remote base station to a repeater to improve communications in that area.

On motion by Mr. Truax and seconded by Mr. Dibble, the committee approved both requests unanimously.

**Sheriff's Department**

Chairman Bennett called on Sheriff Belmont for his report. There was discussion concerning the sheriff's personnel patrolling the transfer stations and landfill to enforce regulations on debris and covered and secured loads. The sheriff noted he would offer the service if his personnel had the time. He does not have payroll for overtime. There was discussion on the matter of uncovered and unsecured waste that is transported to these facilities.

The sheriff noted that he is getting the equipment that will allow prisoners to pick up trash along the roads and around the transfer stations and landfill.

Undersheriff Timberlake requested a resolution authorizing the Board Chairman to sign an amended contract dealing with the state-ready prisoners.

On motion by Mr. Graffrath and seconded by Mr. Corkey the committee unanimously approved the request.

**COUNTY ATTORNEY PREPARE RESOLUTION**

Undersheriff Timberlake requested a resolution to purchase a used ambulance from the Cuba P.D. for a dollar to be used to transport sheriff's department equipment when responding with the multi-agency response team.

On motion by Mr. Truax and seconded by Mr. Graffrath the committee unanimously approved the request.

**NOTE: COUNTY ATTORNEY PREPARE RESOLUTION**

Chairman Bennett introduced Bill Joyce from the N.Y. State Commission of Corrections. Mr. Joyce was present to answer questions and discuss the situation with the jail. It was noted that the current variance would expire soon and that the county must take action to solve the problem of the jail space. There was discussion on the proposal to build a new jail. Mr. Joyce noted the current cost per cell is between \$70,000 and \$120,000. It was explained that the current jail can not be run efficiently because of the configuration. A new jail built modularly with "pods" or groupings of cells could be run much more efficiently with less staff per volume of prisoners.

There was discussion as to the idea of regionally sharing a jail with other counties or having space if a state prison was built locally. Mr. Joyce felt these ideas would not work.

Mr. Joyce recommended that the county form a committee to study the issue and visit other jails. The National Institute of Corrections has a program for educating individuals on how to plan for and construct a jail. Mr. Joyce suggested the county should use this resource. The sheriff noted he will contact the NIC.

The time frame for the construction of a new jail was discussed. Mr. Joyce felt it would take approximately five years. If progress is indicated the variance could be continued for the existing jail.

It was noted that the county has purchased land and Mr. Joyce was asked if he would like to look at it.

Mr. Joyce stated that the county and the Sheriff's Department are doing a good job of running the jail with its limitations and size.

Chairman Bennett thanked Mr. Joyce for attending the meeting and providing information to the committee.

#### **Other**

Board Chairman Sherman noted of a letter of support on legislation requiring transfer of all 911 cellular phone calls to the county 911 dispatch center.

On motion by Mr. Dibble and seconded by Mr. Corkey the committee unanimously agreed to have a resolution from the floor at the full board meeting to address this.

Curtis Corkey noted of the support for a "flat tax". Amo Houghton has expressed offering input and discussion on the matter.

The meeting adjourned at 4:45 p.m.

John Margeson

**Public Safety Committee Meeting**

**May 3, 2000**

**NOT  
APPROVED**

**MAY 9 2000**

Present: Rodney Bennett, Chairman, Ron Truax, Jim Graffrath, Bill Dibble, Ed Sherman, Preston Lucas, John Margeson, Keith Barber, John Tucker, Randy Belmont, Bill Timberlake, Al Kemp, Terry Parker, Dennis Vespucci

Fire Advisory Board Rep: Dick Smith

Media: George Filgrove, Wellsville Daily Reporter

Chairman Bennett called the meeting to order at 3:32.

On motion by Mr. Truax and seconded by Mr. Dibble, the minutes of the April 5 meeting were approved.

On motion by Mr. Graffrath and seconded by Mr. Truax the committee moved for an attorney-client on request of County Attorney Dan Guiney.

On motion by Mr. Truax and seconded by Mr. Graffrath the committee moved out of the attorney-client.

**District Attorney**

Chairman Bennett called on Terry Parker, District Attorney, for his report.

Terry introduced Dennis Vespucci who will be working as an investigator for the District Attorney's office.

Terry explained the Crime Victim's Service Program and requested the committee approve authorization to submit a grant application for \$28,000 from the State. The District Attorney's office will supply some in-kind services as required by the grant. Terry indicated that if the grant funding ever became unavailable, the program would be discontinued.

On motion by Mr. Truax and seconded by Mr. Dibble, the committee voted unanimously to approve the request.

Terry noted of an Equitable Sharing Agreement for drug forfeiture funds. This would allow the District Attorney's office to become eligible for some of the forfeiture funds.

On motion by Mr. Truax and seconded by Mr. Graffrath, the committee unanimously approved the request to have Board Chairman Sherman sign the agreement.

**Sheriff's Department**

Chairman Bennett called on Randy Belmont, Sheriff, for his report.

Randy submitted a request for an agreement with Social Security. This would be an incentive program to receive funds for providing names of inmates who are receiving SSI benefits. Anticipated revenue for this budget period is \$4,000.

On motion by Mr. Truax and seconded by Mr. Graffrath the committee unanimously approved the request.

**COUNTY ATTORNEY PREPARE RESOLUTION**

The sheriff reported on the Cuba and Rushford Lakes boat patrols. Both Cuba Lake and Rushford Lake districts have authorized donating half the cost of two boats (up to \$9,000 match, each district). The other half will be from the state's lake patrol grant program.

On motion by Mr. Dibble and seconded by Mr. Truax the committee approved the request to receive the funds from the Lake Districts.

**COUNTY ATTORNEY PREPARE RESOLUTION**

A resolution was requested to authorize the transfer of \$15,200 from contingency to 3110.204 (motor vehicles) to cover the balance needed to purchase the boats until the state lake patrol grant can be received.

On motion by Mr. Graffrath and seconded by Mr. Dibble the committee unanimously approved the request.

**COUNTY ATTORNEY PREPARE RESOLUTION**

The sheriff submitted the single sealed bid for the two boats from Islamorada Marine Group Inc. of Seneca Falls, NY. The total was \$20,400 for the two boats, less the cost of motors. The bid was accepted on motion by Mr. Truax and seconded by Mr. Dibble.

It was noted that the two motors would be purchased through state bid contract for \$4,985.40 each. Approved on motion by Mr. Graffrath and seconded by Mr. Dibble, so moved.

The sheriff submitted a memorandum to request a resolution for an agreement between the Allegany County Sheriff's Department, Village of Alfred Police Department, Cuba Police Department and the Village of Wellsville Police Department for the Allegany County Law Enforcement Response Team (ALERT).

On motion by Mr. Truax and seconded by Mr. Graffrath, the committee unanimously approved the request.

**COUNTY ATTORNEY PREPARE RESOLUTION**

The sheriff submitted a memorandum to request a resolution to create twelve new Correction Officer positions. These positions will save on overtime dollars and part time hours. It was noted that these positions are currently budgeted.

On motion by Mr. Graffrath and seconded by Mr. Truax the committee unanimously approved the request.

**COUNTY ATTORNEY PREPARE RESOLUTION**

**Fire Service**

Preston Lucas asked Keith Barber, Fire Coordinator, how the rural numbering project is coming. Keith noted it is progressing but may need to request some additional time to complete it.

**Office of Emergency Services**

Chairman Bennett called on John Tucker, Director, for his report. John noted of the current EMS training classes.

The Certified First Responder was completed in April. A Basic EMT class, Advanced EMT-Intermediate class and an Advanced EMT-Critical Care class will all test on May 18. There are a total of sixty-seven students taking these classes.

**Other**

There was some discussion on legislation to increase the charges of alcohol and drug related deaths involving automobiles.

The meeting adjourned at 4:40.

# MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: PUBLIC SAFETY

DATE: May 3, 2000

Request Board approval to allow the Sheriff to sign an Agreement between the Social Security Administration and the Allegany County Jail.

This agreement is an incentive program by which the County receives payment from the SS Administration for providing the names of inmates who are receiving SS benefits which should have ceased upon their incarceration.

Our prior involvement has resulted in payments amounting to over \$6000 between January, 1998 and April, 2000.

## FISCAL IMPACT:

Anticipated Revenue of \$4000 for this budget period.

For further information regarding this matter, contact:

Randal J. Belmont, Sheriff  
Name and Department

200  
Telephone Number

5/94

# MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: PUBLIC SAFETY

DATE: May 3, 2000

Request a Board Resolution creating 12 new Correction Officer positions.

During 1999, there were 27,711 part time hours and 23,042 full time overtime hours utilized to perform the necessary operations of the Sheriff's Office. Much of these hours were due to transportation of inmates to and from courts in Allegany county and the court ordered transports of juveniles under Family Court or Social Services authority.

The filling of these positions will free up the personnel needed to perform these duties without the necessity of expending overtime dollars and part time hours.

## FISCAL IMPACT:

These positions are currently budgeted. No additional appropriations are required. In addition, there is an anticipated savings due to the cutback in the number of part time hours and the number of full time overtime hours.

For further information regarding this matter, contact:

Randal J. Belmont, Sheriff  
Name and Department

200  
Telephone Number

# MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: PUBLIC SAFETY

DATE: May 3, 2000

Request Board approval to allow the Sheriff to sign a memorandum of understanding with the Village of Wellsville Police Department, the Village of Alfred Police Department and the Town of Cuba Police Department.

The purpose of this document is to delineate the mission of the Allegany Law Enforcement Response Team. The document further formalizes relationships between the agencies in order to foster an efficient, cohesive unit capable of addressing tactical situations within Allegany County.

Prior to this group of agencies coming together, a situation such as that of the incident at the high school in Columbine, CO, would have resulted in an extremely inadequate response from the law enforcement agencies of this area. The officers currently training in this group are volunteering their time and resources to achieve the best response possible. They certainly deserve our respect and gratitude for their sacrifice.

## FISCAL IMPACT:

None at this time.

For further information regarding this matter, contact:

Randal J. Belmont, Sheriff  
Name and Department

200  
Telephone Number

5/94

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is being executed by the below listed agencies:

Allegany County Sheriff's Department  
Village of Alfred Police Department  
Town of Cuba Police Department  
Village of Wellsville Police Department

Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating agencies above.

### I. PURPOSE

This MOU establishes and delineates the mission of the Allegany County Law Enforcement Response Team, herein referred to after as ALERT, as a joint cooperative effort. Additionally, the MOU formalizes relationships between and among the participating agencies in order to foster an efficient and cohesive unit capable of addressing tactical situations within Allegany County.

### II. MISSION

The mission of the ALERT is to efficiently respond to tactical situations and to end these situations as safely as possible. The ALERT will enhance the effectiveness of County and Local law enforcement resources through a well coordinated and trained initiative seeking the most effective resolve in tactical situations.

### III. ORGANIZATIONAL STRUCTURE

#### A. Composition

The ALERT will consist of a combined enforcement body of agencies participating in the MOU. These agencies will assign personnel, as set forth below.

#### B. Direction

All participants acknowledge that the ALERT is a joint operation in which all agencies act as partners in the operation of the team. An Executive Board, made up of the heads of the participating agencies, will be responsible for the policy and direction of the ALERT. The Executive Board will meet bi-monthly in order to collectively provide policy oversight. Membership on the Executive Board can be delegated by the agency head to subordinate.

### C. Supervision

The supervision of the team is the responsibility of the team commander and the team leader(s). The management of the team will be closely coordinated with the Executive Board. Responsibility for the conduct of the ALERT members, both personally and professionally, shall remain with the respective agency heads.

## IV. PROCEDURES

### A. Personnel

Continued assignment of personnel to the ALERT will be based upon approval of the Executive Board in adherence to the policy and procedures established by the Executive Board. Additionally, it will be the discretion of the respective agency heads as to who will be presented as potential team members. Each participating agency, upon request, will be provided with an update as to the program direction and accomplishments of the ALERT.

### B. Authority

ALERT will operate under the authority of mutual aid according to General Municipal Law 209m. Team activation will be deemed a mutual aid call for service by each participating agency.

### C. Team Activation

All ALERT activations will be initiated in accordance with the policies set forth by the Executive Board. The methods employed will be consistent with these policies and procedures. At the end of an activation where a suspect is apprehended that suspect will be turned over to the requesting agency.

## V. ADMINISTRATIVE

### A. Records, Reports, and Evidence

All ALERT records will be the responsibility of the team commander or his designee. Additionally, any reports whether requested by the Executive Board or as a result of an activation will be the responsibility of the team commander or the team leader. Any such report will also be kept on file with the ALERT records. Any evidence that is encountered by any team member during activation will be turned over to the requesting or investigating agency. No evidence will be maintained by ALERT. Any dissemination of ALERT documents will be in compliance with all state and federal regulations.

### B. Compensation for on-the-job injuries

Compensation for any on-the-job injuries that may be incurred by members of an agency shall be the sole responsibility of that member's employer. For tort liability purposes, each participating organization shall be liable, if at all, only for the torts of its own employees committed within the scope of their official duties.

VI. MEDIA

All media releases pertaining to ALERT activations will be coordinated and made jointly by the team commander or his designee and the head official of the requesting agency. No unilateral press releases will be made by any participating agency without the prior approval of the team commander and the head of the requesting agency. No information pertaining to the ALERT will be released to the media without approval of the Executive Board.

VII. EQUIPMENT

All equipment for each individual member will be supplied by that individual's agency. Any equipment that is used for the general benefit of the ALERT will be returned to the issuing agency upon the termination of ALERT. Members will be responsible for maintaining their equipment.

VIII. FUNDING

Each participating agency agrees to provide the full time services of its representative personnel for the duration of ALERT. Participating agencies agree to assume all personnel costs for their ALERT representatives, including salaries, overtime payments, and fringe benefits consistent with their respective agency.

IX. DURATION

This MOU shall commence on the date of its execution by the parties designated below and shall continue until December 31, 2000; any extension beyond December 31, 2000 is automatic contingent upon Executive Board approval. The participating agencies may withdraw from this agreement at any time by providing a 30-day written notice of its intention to withdraw to the Executive Board.

X. MODIFICATIONS

The agreement may be modified at any time by written consent of all involved parties. Modifications to this MOU shall have no force and effect unless such modifications are redacted to writing and signed by the Executive Board.

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Randal J. Belmont  
Sheriff  
Allegany County

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Date

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John V. Simons  
Chief  
Village of Alfred Police Department

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Date

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James A. Cicirello  
Chief  
Village of Wellsville Police Department

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Date

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Mark A Bierman, Jr.  
Chief  
Town of Cuba Police Department

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Date

Public Safety Committee

June 7, 2000

J. Margeon  
**NOT  
APPROVED**  
JUN 13 2000

Present: Rod Bennett, Chairman, Ron Truax, Jim Graffrath, Bill Dibble, Preston Lucas, Brent Reynolds, John Tucker, Randy Belmont, Bill Timberlake, Brooke Harris, Terry Parker, Dennis Vespucci, John Margeon

Fire Advisory Board Reps: Bob Lester, Dick Smith, Dick Sortore

Media: Wellsville Daily Reporter, Cuba Patriot, Olean Times Herald

Others: Billy Braun, 911 Subcommittee; Jody Kenyon, Rural Numbering; Emily Ormsby, Dispatcher

Chairman Bennett called the meeting to order at 3:25.

On motion by Mr. Truax and seconded by Mr. Dibble, the minutes of the May 3<sup>rd</sup> and May 22<sup>nd</sup> meetings were approved.

**Probation Department**

Chairman Bennett called on Dave Sirianni, Director, for his report. Dave submitted a request for renewal of the ISP contract. On motion by Mr. Truax and seconded by Mr. Graffrath the committee approved the request.

**County Attorney Prepare Resolution**

Dave requested approval from the committee to fill a staff vacancy in his department. On motion by Mr. Dibble and seconded by Mr. Truax, the committee unanimously approved the request.

**Sheriff's Department**

Chairman Bennett called on Sheriff Belmont for his report. A request was made to authorize receipt of \$8,396.71 from the Rushford Lake District Association and \$7,771.51 from the Cuba Lake District Association to assist with purchase of two boats to do lake patrols.

On motion by Mr. Graffrath and seconded by Mr. Dibble, the committee unanimously approved the request. The matter was referred to Ways and Means.

The sheriff updated the committee on the matter of hiring the twelve additional full time employees. The civil service list will be used.

The sheriff noted of a study to possibly move the downstairs control room up to the jail floor. He is working with the State Corrections office on this project and is currently only a "feasibility study".

A request was submitted for transfer of \$3,000 from A3170.447 (other correctional agencies) to A3110.408 (general supplies) for ammunition purchases.

Another request was made to transfer \$3,000 from A3170.447 (other correctional agencies) to A3110.205 (sheriff-furnishings) to pay for a boat slip to be used for the lake patrols.

On motion by Mr. Truax and seconded by Mr. Dibble the committee unanimously approved the transfers. **County Attorney Prepare Resolution**

The sheriff discussed the study of the management of the 911 Dispatch Center in Belmont. A statement was read thanking individuals and agencies for their assistance (see attached to minutes)

Copies were handed out of the written report with the solutions listed including the control of the dispatch center go to the Sheriff's Department. (see attached to minutes)

Bob Lester, Chairman of the Fire Advisory Board, noted the board was in full support of the solutions.

On motion by Mr. Graffrath and seconded by Mr. Dibble the committee unanimously accepted the sheriff's report and solutions list. Chairman Bennett thanked everyone involved for their input and assistance.

**County Attorney Prepare Resolution**

It was noted the transfer of the dispatch center to the Sheriff's Department would be the date of the resolution's approval.

### **Fire Service**

Although Keith Barber was not present, a request was made to extend the time frame of the rural numbering project by two months and retaining two of the employees currently working on it.

On motion by Mr. Graffrath and seconded by Mr. Dibble, the committee unanimously approved the request.

It was agreed that a continuation of this program must be maintained to allow new house numbers to be assigned.

### **Weights and Measures**

John Margeson requested approval to renew the octane testing program which is handled by the county. \$3,589 is paid by the state to do the testing.

Public Safety Committee

June 7, 2000

On motion by Mr. Graffrath and seconded by Mr. Truax the committee unanimously approved the renewal.

**County Attorney Prepare Resolution**

John Margeson noted that Al Chamberlain will be returning to work shortly and that Wyoming County and the State Ag and Markets have been assisting with work for Mr. Chamberlain until he can return.

The meeting adjourned at 4:10.

First of all, I'd like to thank all of the members of the Fire Advisory Board: Judd Stearns, Bill Braun, Jody Kenyon, and John Tucker, Director of Emergency Services, for their tireless efforts in resolving the many issues regarding the County Communication Center. I would also like to thank the hundreds of fire, police, EMS members, and citizens for their valuable input throughout the past two months.

The results of the committee's study are here in this list of solutions. I realize that there are still skeptics out there, who will disagree with some of the committee's findings. All I can do is ensure these people that, in time, The Communications Advisory Board will provide the best solutions for Allegany County.

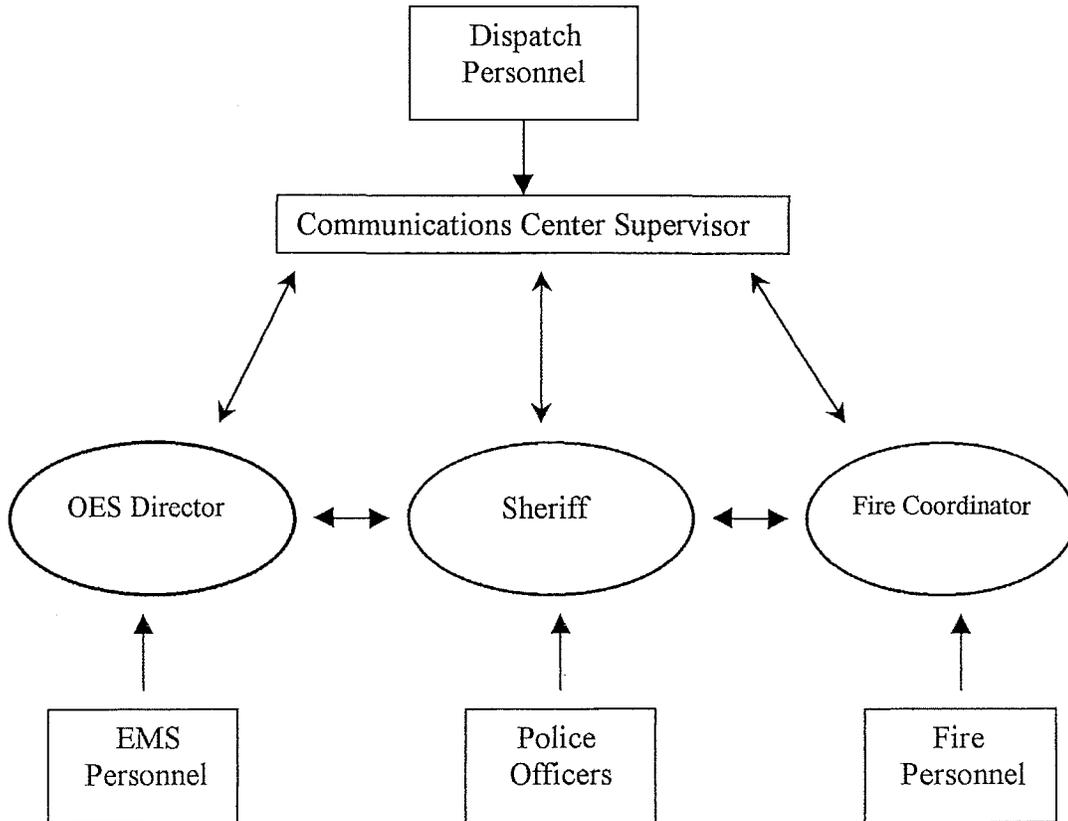
With the help of the fire, police, and EMS advisors, there will be a constant exchange of information that will foster a level of excellence that the people of this County can appreciate. We all realize that problems will arise no matter how the Communication Center is run, but with such a strong core advisory support group, I am confident that they will easily be overcome.

If, in fact, the County Legislature does decide to bestow upon the Sheriff's Department responsibility for the Communication Center, I assure you that the members of the fire service, police service and the EMS service will have a powerful voice in their respective areas of expertise.

*The following are solutions developed by the E911 sub committee:*

- Control of the Communication Center should be transferred to the Sheriff. The Sheriff would then assign a member from his department to oversee the day-to-day operation of the communications center.
- We should have 10 Full-Time dispatchers and carry 4 Part-Time dispatchers just to fill shifts as needed. Having full-time personnel will make the dispatchers more efficient, effective and would help to reduce training costs.
- Set up a communications advisory committee to help develop SOPs (standard operating procedures) and protocols for radio dispatching of all emergency services personnel. SOPs and protocols would also be developed for the handling of telephone calls. At first this committee should consist a minimum of 5 fire personnel (district coordinators or their designees), 5 police officers (Chief or their designee), 5 ems personnel, Sheriff, Fire Coordinator, OES Director, Communications Center Supervisor and 3 dispatchers. After SOPs and protocols are developed and adopted, the size of the committee will be reduced.
- **A formal training procedure will be developed.** The Sheriff, Fire Coordinator and OES Director and Communications Center Supervisor will develop this. The guidelines on how every new hire is trained will follow a field training procedure.
- Training will be in conjunction with state certification and/or accreditation requirements
- An evaluation process for all dispatchers will be developed.
- There will be a set disciplinary process, included in the SOPs.
- **The improvement of the county radio system is imperative and must be addressed.**
- Set up a back up center that is fully operational. A back up communications center is paramount.
- A process will be developed to address complaints and concerns.
- CAD (computer aided dispatch) should be a priority.
- The numbering system is a vital link to E911. This system needs to be continually maintained and upgraded.

Organizational Flow Chart



MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: 5/23/00

Resolution is requested to approve a transfer from Account #A3170.447 (Other Correctional Agencies) to Account #A3110.205 (Sheriff-Furnishings) in the amount of \$3,000.00

This transfer is requested to pay for a boat slip for our boat used for lake patrols.

**FISCAL IMPACT:** None

This request is for a transfer between accounts and will not alter the money allocated to our office in the 2000 Allegany County Budget.

**for further information regarding this matter, contact:**

Randal J. Belmont, Sheriff

268-9200

NAME/DEPARTMENT

TELEPHONE

MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: 5/23/00

Resolution is requested to approve a transfer from Account #A3170.447 (Other Correctional Agencies) to Account #A3110.408 (General Supplies) in the amount of \$3,000.00.

This transfer is requested to pay for ammunition purchased from Black Hills Ammunition for the Sheriff's Dept.

**FISCAL IMPACT:** None

This request is for a transfer between accounts and will not alter the money allocated to our office in the 2000 Allegany County Budget.

**for further information regarding this matter, contact:**

Randal J. Belmont, Sheriff

268-9200

NAME/DEPARTMENT

TELEPHONE

PUBLIC SAFETY COMMITTEE  
MAY 22, 2000

*John Mangeson*  
**NOT  
APPROVED**  
MAY 25 2000

**Present:** R. Bennett, J. Graffrath, C. Corkey, Wm. Dibble, R. Truax

Chairman Bennett called the meeting to order at 3:30 p.m.

Sheriff Belmont requested an executive session to discuss a personnel matter. On motion of R. Truax, seconded by J. Graffrath and carried, the committee entered executive session.

On motion of R. Truax, seconded by J. Graffrath, the committee vacated executive session.

On motion of R. Truax, seconded by J. Graffrath the committee recommended that the salary for Sheriff Belmont be increased from \$48,000 for year 2000 to \$53,000.

The committee will refer the matter to the Personnel Committee with the request that the Personnel Committee sponsor a resolution to amend resolution 282-99 which established the Section 4 salary levels for the year 2000.

John m.

Public Safety Committee

July 11, 2000

NOT  
APPROVED

JUL 17 2000

Present: Rod Bennett, Chairman  
Ron Truax  
Jim Graffrath  
Bill Dibble  
Curtis Corkey  
Preston Lucas  
Ed Sherman

Keith Barber  
John Tucker  
Karl Graves  
Terry Parker  
Dennis Vespucci  
Judy Samber

Fire Advisory Board Reps: Bob Lester, Dick Smith, Dick Sortore

Media: George Filgrove, Wellsville Daily Reporter  
Anita Carlson, Cuba Patriot

Jody Kenyon, E911 Enumerator

Chairman Bennett called the meeting to order at 3:04 p.m.

On motion by Mr. Dibble and seconded by Mr. Truax the minutes of the June 7 meeting were approved.

**Public Defender**

Chairman Bennett called on Judy Samber, Public Defender, for her report. Judy noted Jerry Fowler has resigned as First Assistant Public Defender. It was requested for approval to upgrade Beth Farwell, currently Second Assistant Public Defender, to First Assistant.

Judy asked approval to appoint Thomas Fuoco to fill the Second Assistant Public Defender position.

On motion by Mr. Dibble and seconded by Mr. Truax, the committee approved both requests.

Chairman Bennett noted a letter will be sent by the committee thanking Mr. Fowler for his excellent work and help to the county.

**District Attorney**

Chairman Bennett called on Terry Parker, District Attorney, for his report.

Terry noted the county was approved for a \$27,800 grant for the Crime Victim Services program. A request was made to create a position of Crime Victim Coordinator. The

cost of the program will be covered by the grant. Terry has discussed the matter with the Personnel Office and John Margeson. It is requested that the program and position will begin October 1.

On motion by Mr. Dibble and seconded by Mr. Graffrath the committee approved the request and referred the matter to the Personnel Committee.

Terry noted of a grant program called Stop Domestic Violence that is coordinated through the ACCORD office. There is 50% of the Assistant District Attorney's expenses covered through the program. Terry will be obtaining additional funding from the Sheriff's Department. Chairman Bennett explained briefly, how the program works.

Mr. Corkey asked how the new District Attorney Investigator position is working. Terry noted Dennis Vespucci was present and has worked very well in assisting the office. He has made a positive effect.

#### **Sheriff's Department**

Chairman Bennett called on Lt. Karl Graves for a report. Karl noted both the Sheriff and Undersheriff had previous engagements and were not available to attend the meeting.

Karl requested approval to receive a donation of \$1,000 from the Deputy Sheriff's Association for the Allegany County Law Enforcement Response Team.

On motion by Mr. Dibble and seconded by Mr. Truax the matter was referred to Ways and Means.

#### **Emergency Services**

Chairman Bennett called on John Tucker, Director, for his report. John submitted a memorandum for a resolution to renew the FBI radio Corbin Hill tower rental contract. This would be for the period of October 1, 2000 to September 30, 2001. The committee approved the request and set the annual rate at \$1,250 on motion by Mr. Graffrath and seconded by Mr. Truax.

#### **COUNTY ATTORNEY PREPARE RESOLUTION**

#### **Fire Service**

Mr. Graffrath asked Keith Barber, Fire Coordinator how the numbering project is going. It was suggested that all the names and addresses be put on a disc and then printed out so copies could be made for local towns and villages. Discussion was made on how the public could be given address information.

Mr. Dibble asked about some roads having more than one name. It was noted that only state route numbers, county road numbers and official town road names can be used. It

was suggested that the county attorney review previously submitted proposals to legally administer the program.

Jody Kenyon noted some town clerks have been sent listings of current numbering for their jurisdictions.

It was discussed as to if the Photo Pictometry program would be useful for rural numbering. Keith indicated it would help identify the location of some of the remote locations.

Mr. Corkey noted the Technology Committee will be addressing the matter in October.

There was some discussion on how the county could assist with increasing volunteerism for fire and ambulance services. Local municipalities have the authority to offer tax incentives and retirement benefits for volunteers. There is still the problem of high costs of equipment and the long hours required for training.

The meeting adjourned at 4:00.

# MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: 7/11/00

A resolution is requested for renewal of the contract between Allegany County and the FBI for tower space rental at the Corbin Hill Tower site.

This will be for the period October 1, 2000 thru September 30, 2001 at the annual rate of ~~\$1,000.~~

*\$1,250.<sup>00</sup>*

*\$1,250.<sup>00</sup>*

FISCAL IMPACT: ~~\$1,000~~ in revenue

For further information regarding this matter, contact:

John Tucker, Office of Emergency Services  
Name and Department

ext. 244  
Telephone Number



U.S. Department of Justice

Federal Bureau of Investigation

In Reply, Please Refer to  
File No. 66-1721

One FBI Plaza

Buffalo, NY 14202  
June 28, 2000

County of Allegany  
7 Court Street  
Belmont, New York 14813

Dear Chairman, Board of Legislators:

Enclosed are three copies of the License Renewal for the Fiscal Year October 1, 2000 through September 30, 2001. This renewal is for the Corbin Hill Road radio site.

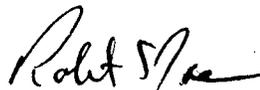
This Agreement will renew and extend our existing Agreement until September 30, 2001. If the License Renewal is satisfactory, please execute all three copies and return them to this office, ATTN. Robert S. Jae. Corrections or changes should be initialed. After they have been executed by a Contracting Officer of the Federal Bureau of Investigation, a copy will be returned to you for your files.

It is requested that this matter be handled as expeditiously as possible.

Your cooperation in this matter is greatly appreciated.

Sincerely,

BERNARD A. TOLBERT  
Special Agent in Charge

By:   
ROBERT S. JAE  
Telecommunications Manager  
716-856-7800

(Revised 4/14/2000)

FBI Division Buffalo  
Site Name Belmont BF-013  
License Exp. Date 9/30/2005

**STANDARD FBI ANTENNA SITE**  
**LICENSE RENEWAL**

Reference is made to the agreement dated May 16, 2000

between the LICENSOR:

County of Allegany  
7 Court Street  
Belmont, New York 14813

Tax ID # \_\_\_\_\_

P.O.C. Chairman Board of Legislators

P.O.C # ( 716 ) 268-9222

and LICENSEE:

U.S. Department of Justice  
Federal Bureau of Investigation

for the use of the following facilities: Radio Site on Corbin Hill Road

The Federal Bureau of Investigation desires to renew this License Agreement for the period beginning 10/1/2000 and ending 9/30/2001. The extension of this license agreement is contingent on Congressional approval of FY-2000 Funding. Annual license fee: \$1000.00.

Acceptance and agreement hereto is evidenced by returning one fully signed renewal.

LICENSOR: BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

LICENSEE: U.S. Department of Justice  
Federal Bureau of Investigation

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

Please provide or correct the following information.

Name of Financial Institution:

Depositor Account Title:

Depositor Account Number:

Depositor Routing Number (9-Digit):

**STANDARD FBI ANTENNA SITE**  
**LICENSE RENEWAL**

Reference is made to the agreement dated May 16, 2000

between the LICENSOR: County of Allegany  
7 Court Street  
Belmont, New York 14813  
Tax ID # \_\_\_\_\_  
P.O.C. Chairman Board of Legislators  
P.O.C # ( 716 ) 268-9222

and LICENSEE: U.S. Department of Justice  
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Acceptance and agreement hereto is evidenced by returning one fully signed renewal.

LICENSOR: BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

LICENSEE: U.S. Department of Justice  
Federal Bureau of Investigation  
BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

Please provide or correct the following information.

Name of Financial Institution:  
Depositor Account Title:  
Depositor Account Number:  
Depositor Routing Number (9-Digit):

**STANDARD FBI ANTENNA SITE**  
**LICENSE RENEWAL**

Reference is made to the agreement dated May 16, 2000

between the LICENSOR: County of Allegany  
7 Court Street  
Belmont, New York 14813  
Tax ID # \_\_\_\_\_  
P.O.C. Chairman Board of Legislators  
P.O.C # ( 716 ) 268-9222

and LICENSEE: U.S. Department of Justice  
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Acceptance and agreement hereto is evidenced by returning one fully signed renewal.

LICENSOR: BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

LICENSEE: U.S. Department of Justice  
Federal Bureau of Investigation  
BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

Please provide or correct the following information.

Name of Financial Institution:  
Depositor Account Title:  
Depositor Account Number:  
Depositor Routing Number (9-Digit):



It was noted of a referral made from the Personnel Committee regarding the Crime Victims Program Coordinator. It was suggested to see if the position could be contracted out rather than hire another employee. Terry noted that the grant, which covers 100% of the cost of this program, was written with having a person hired by the county. It was requested to have Terry contact the grant provider to see if the county can amend the application to allow contracting of the position. The matter will be discussed at next week's Personnel Committee meeting.

Terry noted of another funding program through the Aid to Prosecution Program. Additional funding expenses for such things as G.I.S., computer equipment and a vehicle to assist the Probation Department and Sheriff's Department were noted.

There was some discussion regarding the District Attorney's phone system. An internet access requires a separate phone line because of state requirements. Terry noted he was required to sign an agreement to allow him access to the computer database at the state level using a dedicated line.

#### **Probation Department**

Chairman Bennett called on Dave Sirianni, Director, for his report.

Dave requested committee approval to fill a vacancy in his department as one employee is leaving. On motion by Mr. Dibble and seconded by Mr. Corkey the committee unanimously approved the request. Dave noted that Deb Aumick is leaving to take the position as County Youth Bureau and STOP DWI Coordinator.

#### **Sheriff's Department**

Chairman Bennett called on Sheriff Randy Belmont for his report.

The Sheriff submitted a memorandum of explanation requesting a resolution to transfer \$40,000 from contingency to A3170.447 (other correctional agencies). The funding is needed because of the high jail population.

On motion by Mr. Graffrath and seconded by Mr. Dibble, the committee referred the matter to Ways and Means Committee.

Chairman Bennett noted of discussion during the recent Public Works Committee meeting regarding the need for some janitorial assistance in the jail. Lt. Graves explained that previously jail inmate trustees were handling this work. Currently there are no inmates with the trustee rating to do the work, which is in some non-secured areas of the jail.

On motion by Mr. Graffrath and seconded by Mr. Dibble the matter was referred back to the Public Works Committee.

#### **Fire Service**

Chairman Bennett called on Keith Barber, Fire Coordinator, for his report. Keith reported on the status of the rural numbering system. There is concern to have someone employed on a permanent basis to handle the daily requirements of maintaining the system. Copies of the county's policy on the numbering system were handed out and discussed. A suggestion was

made to consider having the Real Property Tax Department handle the maintenance of the system.

A motion was made by Mr. Graffrath and seconded by Mr. Dibble to refer the matter to the Personnel Committee, requesting review and development of a job description. Mr. Dibble suggested an organizational chart to show where the position fits into the fire coordinator's office.

The Public Safety Committee will meet on August 28 prior to the Board meeting to discuss extending the current numbering staff usage.

On the matter of the draft policy for the county rural numbering system, a motion by Mr. Dibble and seconded by Mr. Corkey tabled the matter.

Mr. Corkey noted that the listing of concerns and recommendations by the ad-hoc committee that was formed to investigate the 911 dispatch still needs to be addressed. It was noted this will be done when the sheriff forms the Communications Advisory Board as noted in the resolution.

Keith discussed the concern to assist with volunteer recruitment. Chautauqua County has a newsletter that contains a questionnaire for people to fill out and submit. This may be a good way to get input on the matter.

Mr. Corkey asked Keith if he felt satisfied with the resolution and proposal to put the 911 Dispatch under the Sheriff's Department. Keith felt it would benefit the county and work out. Mr. Dibble made a motion, which was seconded by Mr. Graffrath to have the to-be-formed Communications Advisory Board address the earlier mentioned and discuss concerns regarding the operation of the 911 Dispatch Center.

### **Office of Emergency Services**

Chairman Bennett called on John Tucker, Director, for his report.

John advised the committee of the Federal Disaster Declaration that Allegany County was recently added to for flooding events from May 3 through June 30.

An applicants' briefing will be held in Franklinville on Friday, August 11 and in Hornell on August 14.

Notices have been sent to all Supervisors and Mayors in Allegany County. Mr. Dibble noted of the Hazard Mitigation Grant program that municipalities may be able to apply for.

The meeting adjourned at 4:20.

# MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: PUBLIC SAFETY

DATE: August 9, 2000

Request Board Resolution transferring \$40,000.00

From: Contingency                      To: 3170.447 Other Correctional Agencies

This account is currently overdrawn about \$10,000. Due to the high population, It is difficult to predict how much additional funds will be needed to finish out the year.

## FISCAL IMPACT:

**This transfer is from Contingency and is in addition to previously appropriated funds.**

For further information regarding this matter, contact:

Randal J. Belmont, Sheriff  
Name and Department

200  
Telephone Number

5/94

**NOT  
APPROVED**

*J. Margeeson*

**PUBLIC SAFETY COMMITTEE**

**August 28, 2000**

**RECEIVED**

AUG 29 2000

**Committee Members Present**

R. Bennett, J. Graffrath, C. Corkey, R. Truax, P. Regan, E. Sherman

ALLEGANY COUNTY  
BOARD OF LEGISLATORS

**County Rural Number System**

Keith Barber, Fire Coordinator, presented a memorandum to the Public Safety Committee stating that the Allegany County Rural Numbering System is a critical component of the E911 system and its projected technology such as Reverse E911, Computer Aided Dispatch (CAD) and others on the horizon. Mr. Barber believes that to achieve the standards for the maintenance of the County Rural Numbering System as already started we will need to do the following:

1. Engage an individual to maintain the numbering system and assign new property numbers with a title of Administrative Assistant so that this person may be assigned other duties as needed. This person would also work with individual telephone companies to maintain the 911 database. The request was approved on a motion by Graffrath, seconded by Dibble and carried. **REFER TO PERSONNEL**

2. Time is still needed to complete the new numbering workbooks. This will take a few more months to complete, it is hard to put an exact date on completion. Once these books have been completed, engage a person to update the maps for 4-5 days per month as needed. The request was approved on a motion by Graffrath, seconded by Dibble and carried. **REFER TO PERSONNEL**

Mr. Barber indicated that the E-911 enumerator positions were getting ready to end, and that he would like to keep these two people until the numbering system has been completed or until the end of the year whichever comes first. The request was approved on a motion by Graffrath, seconded by Dibble and carried. **PREPARE RESOLUTION**

3. Purchase our own version of AutoCad Map 2000. At this time we are using a version on loan from BOCES. Purchasing our own will allow us to return the borrowed version. This purchase may be as simple as getting another license for the DPW or Real Property program. Mr. Barber indicated that he should have enough funds in his 2000 budget to make this purchase. The request was approved on a motion by Graffrath, seconded by Dibble and carried.

**Adjournment**

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda R. Hotchkiss, Clerk  
Allegany County Board of Legislators

John M.

**NOT  
APPROVED**

**Public Safety Committee**

**September 6, 2000**

**RECEIVED**

**SEP 8 2000**

**ALLEGANY COUNTY  
BOARD OF LEGISLATORS**

Present:	Rod Bennett, Chairman	Ed Sherman
	Ron Truax	John Margeson
	Jim Graffrath	Keith Barber
	Bill Dibble	John Tucker
	Curtis Corkey	Bill Timberlake
	Preston Lucas	Terry Parker
	Brent Reynolds	Dave Sirianni

Fire Advisory Board Reps: Dick Sortore, Dick Smith

Media: Anita Carlson, Cuba Patriot

Others: Tren Young and Jody Kenyon - Enumerators

Mr. Graffrath called the meeting to order at 3:08.

On motion by Mr. Truax and seconded by Mr. Dibble the committee amended and approved the August 28 meeting minutes to reflect that Mr. Dibble was present. On motion by Mr. Truax and seconded by Mr. Dibble the August 8 meeting minutes were approved.

**Sheriff's Department**

Mr. Graffrath called on Undersheriff Bill Timberlake for his report. A resolution was requested for the transfer of \$114,673 from the fire service account 3410.1 to the sheriff's budget account 3112.1 to allow the sheriff to fund the dispatch personnel payroll.

On motion by Mr. Truax and seconded by Mr. Corkey, the committee unanimously approved the request. **County Attorney Prepare Resolution**

**Emergency Services**

Mr. Graffrath called on John Tucker, Director for his report. John requested a resolution to amend the one previously done for the FBI tower rental contract. It was noted that in the contract, it was stipulated that only a 4% increase was allowable. The new contract figure will be \$1,040.

On motion by Mr. Truax and seconded by Mr. Corkey the request was approved.

**County Attorney Prepare Resolution**

**Fire Service**

Chairman Bennett called on Keith Barber, Fire Coordinator, for his report.

Keith noted that a job description for the proposed full time enumerator's position was given to the Personnel Committee for review. A memorandum of explanation was submitted to request the extension of the current position thru December 31 which has been submitted to the county attorney.

There was discussion on the Draft Policy of the county numbering system. It was noted that the villages establish their own numbering of residences.

On motion by Mr. Corkey and seconded by Mr. Dibble the committee approved the draft policy. Chairman Bennett asked how the municipalities will ratify the policy. It was decided to send the policy along with a town map to each municipality to approve. A deadline was made of December 15 for the municipalities to reply.

Mr. Corkey noted he had discussed the matter of volunteerism and training with the Almond Fire Department Chief. Fire Service and EMS training programs were discussed.

Chairman Bennett noted of a meeting held with some of the Social Services employees to discuss security and fire safety. Some concern was noted for the need to have some fire safety and fire drill training done for employees. Mr. Dibble suggested a meeting with department heads to discuss this matter to see if workshops could be offered to employees. Keith noted the current county complex fire plan needs to be updated before a meeting can be scheduled.

Another suggestion from the Social Services meeting was to increase security at the county complex with an additional security deputy.

**Other**

Chairman Bennett noted the Public Safety budget meeting will be September 19 at 7:00 p.m.

The meeting adjourned at 3:45.



*COPY*

# FBI FACSIMILE COVER SHEET

### PRECEDENCE

- Immediate
- Priority
- Routine

### CLASSIFICATION

- Top Secret
- Secret
- Confidential
- Sensitive
- Unclassified

Time Transmitted: 9 31  
 Sender's Initials: RSJ  
 Number of Pages: 5  
 (including cover sheet)

To: County of Allegany  
 Name of Office

Date: 08/29/2000

Facsimile Number: 716-268-9446

Attn: Brenda Hotckiss 716-268-9220  
 Name Room Telephone

From: Buffalo FBI  
 Name of Office

Subject: Licence Agreement

Special Handling Instructions: \_\_\_\_\_

Originator's Name: Robert S. Jae Telephone: 716-843-4347

Originator's Facsimile Number: 716-843-1621

Approved: Robert S Jae *RSJ*

Brief Description of Communication Faxed: see # 4 Fee

### WARNING

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(Revised 4/17/2000)

FBI Division BF  
Site Name Belmont  
License Exp. Date 9/30/00

BF-013

**STANDARD FBI ANTENNA SITE  
LICENSE AGREEMENT**

THIS AGREEMENT is made and entered into this 16<sup>th</sup> day of  
MAY, 2000 by and between

County of Allegany

7 Court Street

Belmont, New York 14813

P.O.C. Chairman, Board of Legislators

P.O.C. # ( 716 ) 268-9222

AND

U.S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES GOVERNMENT  
hereinafter referred to as "Licensee"

WHEREAS, Licensee desires to use a portion of said Licensed Premises  
Antenna Tower on Corbin Hill Road (antenna site) located at  
Corbin Hill Road

(site address) for its communications system equipment improvements; and

WHEREAS, Licensor is willing to permit said use of the Licensed Premises  
subject of certain conditions.

NOW, THEREFORE, in consideration of the execution of this License  
Agreement, it is mutually agreed between the parties hereto as follows:

**1. LICENSE**

Licensor hereby gives permission, revocable and terminable as hereinafter  
provided, to Licensee to enter the Licensed Premises for the purpose of using it for the

improvements to its communications system equipment and operations (hereinafter referred to as the "Improvements"). Said Improvements shall be located so as to not interfere with any of the Licensor's operations.

**2. USE OF LICENSED PREMISES**

Licensee shall be permitted to use the Licensed Premises for the operation of communications equipment and related purposes. Licensee shall not be permitted to use the Licensed Premises for any other purpose except by prior written permission of Licensor.

**3. TERM**

The initial term of this license shall run from October 1, 1999 to September 30, 2000 (base year) contingent on Congressional approval of FY- funding. Licensee may extend the term of the contract for four option years. Each option year shall run from October 1 until September 30 so as to conform to the Government's fiscal year.

In addition, Licensee shall give the Licensor a written notice of renewal, thereby exercising the option to extend the license, at least 90 days before the license expires on September 30.

Licensee may extend the term of the license, thereby exercising one option year, by giving the licensor written notice of renewal at least 60 days after the commencement of the new fiscal year (October 1).

Licensee may renew this Agreement each year contingent upon funds being approved by Congress to cover this Agreement from October 1st thru September 30th or until this Agreement is terminated. Licensor or Licensee may terminate this Agreement by giving three (3) months written notice to the other party of its termination. Licensee may extend services beyond the term of the license in accordance with Federal Acquisition Regulation (FAR) clause 52.217-8.

**4. FEE**

Licensee shall pay \$1,040<sup>00</sup> annually per month beginning \_\_\_\_\_, \_\_\_\_\_ to Licensor for the use of the Licensed Premises. Payments shall be made payable monthly in arrears and shall commence on the date of installation of equipment. Licensee shall be liable for late payments in accordance with the terms and provisions of the Prompt Payment Act (Title 31, United States Code (USC), Section 3901 et seq.). In compliance with the Debt Collection Improvement Act of 1996, all Federal payments will be made by electronic funds transfer (EFT). Complete and return attached EFT information form

Renewal of this license for each successive option year shall be on the same terms and conditions as set forth herein except that rent shall be increased after each term by a percentage equal to the National Average percentage increase for "ALL ITEMS" in the Consumer Price Index as calculated in month of June in the preceding term. However, rent shall

not increase more than four (4%) of the rent paid over the preceding term. Landlord shall be responsible for communicating the amount of the rental adjustment to Licensee and shall provide Licensee with supporting data upon which the adjustment is calculated.

5. **ACCESS**

Lessor shall provide Licensee access to the Licensed Premises at all times for the uses authorized herein.

6. **MAINTENANCE**

The costs of any maintenance and operations of the Improvements shall be at the sole expense of Licensee.

7. **ASSUMPTION OF LIABILITY FOR INJURIES**

Licensee assumes liability for claims and/or liability of personal and property damages arising out of the acts, omissions, or negligence of the Licensee or its employees acting within the scope of their employment (1) in the operation and maintenance of the herein Licensed Premises or (2) the failure of the Licensee or its employees acting in the scope of their employment to observe and abide by any of the terms of conditions of this License Agreement. This assumption of liability is coextensive with and in accordance the liability of the Government under the Federal Tort Claims Act (Title 28, USC, Section 2671-2680). Claims for tort damages shall be submitted and adjudicated in accordance with the procedures of the Federal Tort Claims Act and applicable state and Federal law.

8. **INSURANCE**

Licensee, an agency of the United States Government, is self-insured and shall be considered so in this license.

9. **INTERFERENCE**

In the event the Lessor determines that the operation of the Improvements by Licensee caused interference to transmission and/or reception of any other communications systems in use in the vicinity of the Licensed Premises, Licensee shall take all appropriate steps necessary to mitigate said interference within thirty (30) days of receiving written notice.

10. **PERMIT**

Licensee is responsible for obtaining and paying the costs of all permits, licenses or other approvals by any regulatory body having jurisdiction over the uses authorized herein.

11. COMPLIANCE

Should Licensee fail or neglect to comply with any terms or conditions of this License and Rental Agreement or to comply with any reasonable requirement of Licensor after thirty (30) days written notice and demand, this License and Rental Agreement shall be subject to termination. In the event of such termination, Licensee shall immediately remove any and all of its Improvements from the Licensed Premises and surrender all rights and privileges under this License Agreements.

12. DISPUTES

Disputes under this License Agreement shall be resolved in accordance with the Federal Acquisition Regulation (FAR), Subpart 33.2, Disputes and Appeals.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

LICENSEE:

U.S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

BY:

Margaret Drage  
Contracting Officer

DATE:

10/15/2000

ATTEST:

Susan L. Murray

LICENSOR:

Edgar Sherman

BY: Edgar Sherman

TITLE: Chairman, Board of Legislators

DATE:

5/16/2000

ATTEST:

Brenda R. Hotchkiss

Intro. No. 210 - 2000

**RESOLUTION NO. 201-2000**

Page 1 of 1 pages  
County Attorney [Signature]

**TITLE: APPROVAL OF STANDARD FBI ANTENNA SITE LICENSE RENEWAL FOR COMMUNICATIONS SYSTEM SITE BETWEEN COUNTY AND U. S. DEPARTMENT OF JUSTICE FEDERAL BUREAU OF INVESTIGATION**

Offered by: Public Safety Committee

**RESOLVED:**

1. That Standard FBI Antenna Site License Renewal between the County of Allegany and the U. S. Department of Justice Federal Bureau of Investigation in relation to the Bureau's use of County real property on Corbin Hill, Town of Amity, for the period October 1, 2000, through September 30, 2001, at the annual rate of ~~\$1,250.~~ <sup>\$1040.<sup>00</sup></sup> is approved.
2. That the Chairman of this Board is authorized to execute said Agreement.

I, Brenda R. Hotchkiss, Clerk of the Board of Legislators of the County of Allegany, State of New York do hereby certify that the foregoing constitutes a correct copy of the original on file in my office and the whole thereof of a resolution passed by said Board

on the 14<sup>th</sup> day of August, 2000.

Brenda R. Hotchkiss Dated at Belmont, New York this 14<sup>th</sup> day of August, 2000  
Clerk, Board of Legislators, Allegany County

Moved by Bennett Seconded by Dibble VOTE: Ayes 15 Noes 0 Absent 0 Voice \_\_\_\_\_

# MEMORANDUM OF EXPLANATION

Intro. No. 210 - 2000  
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: 7/11/00

A resolution is requested for renewal of the contract between Allegany County and the FBI for tower space rental at the Corbin Hill Tower site.

This will be for the period October 1, 2000 thru September 30, 2001 at the annual rate of ~~\$1,000~~.

*\$1,250.00*  
*\$1,040.00*

*\$1,250.00*

FISCAL IMPACT: ~~\$1,000~~ in revenue

For further information regarding this matter, contact:

John Tucker, Office of Emergency Services  
Name and Department

ext. 244  
Telephone Number

**NOT  
APPROVED**

**Public Safety Committee**

**October 4, 2000**

**RECEIVED**

OCT 11 2000

ALLEGANY COUNTY  
BOARD OF LEGISLATORS

John M.

Present: Rod Bennett, Chairman  
Ron Truax  
Jim Graffrath  
Bill Dibble  
Curtis Corkey  
Ed Sherman  
John Margeson

Keith Barber  
John Tucker  
Dave Sirainni  
Randy Belmont  
Bill Timberlake  
Terry Parker  
Dennis Vespucci

Fire Advisory Board Reps: Dick Sortore

Media: Anita Carlson, Cuba Patriot  
George Fillgrove, Wellsville Daily Reporter

Others: Tren Young, Jody Kenyon, Brook Harris

Chairman Bennett called the meeting to order at 3:04.

On motion by Mr. Truax and seconded by Mr. Graffrath the minutes of the September 6 and September 19 Public Safety Committee meetings were approved.

**Probation Department**

Chairman Bennett called on Dave Sirianni, Director, for his report.

Dave submitted a request for two resolutions to transfer funds in the Juvenile Accountability Incentive Block budget as follows:

\$ 100 from 3140.408 to 3140.201  
\$2,195 from 3140.101 to 3140.407

On motion by Mr. Truax and seconded by Mr. Dibble the committee unanimously approved the request. **County Attorney Prepare Resolution**

Dave will be discussing the matter of the Electronic Home Monitoring Program equipment at a future meeting.

**Fire Service**

Chairman Bennett called on Keith Barber, Fire Coordinator, for his report.

There was some discussion on the status of the numbering system. Keith noted mailings were going out to each township with a town map and copy of the resolution for adoption of the system. A sample map showing the town of Andover was presented for review.

There was some discussion on the wireless 911 legislation for cell calls to be directed to the county dispatch centers. It was noted that the governor vetoed the legislation. The Sheriff noted the NY State Sheriffs Association is working on this matter and will be addressed. It was suggested that the county send a letter of support.

### **Emergency Services**

Chairman Bennett called on John Tucker, Director, for his report.

Copies of a letter that was sent to Board Chairman Sherman were handed out noting of all the municipals and not-for-profits that have applied for federal disaster assistance on the May-August flooding.

### **Sheriff's Department**

Chairman Bennett called on Randy Belmont, Sheriff, for his report.

The Sheriff presented information on a proposal to remodel the jail chapel for other use. Computers will be installed for educational use by the inmates.

On motion by Mr. Graffrath and seconded by Mr. Dibble the committee approved the proposal unanimously.

The Sheriff gave a status report on the 911 Dispatch. SOPs and protocols are being developed. Training personnel is underway and a few complaints have been addressed. Communications equipment is being studied.

The Sheriff submitted a request to amend the current contract with State Corrections from a one-year to a five-year period.

On motion by Mr. Truax and seconded by Mr. Dibble the committee unanimously approved the request. **County Attorney Prepare Resolution**

The Sheriff requested approval to have an architect study a plan to move the sheriff's control station from the current location on the ground floor to the jail floor.

On motion by Mr. Truax and seconded by Mr. Corkey the committee approved the request and referred the matter to the Public Works Committee.

The Sheriff discussed the COPS-2000 grant that would provide \$300,000 annually of federal funds to cover the costs of the corrections officers' salaries.

On motion by Mr. Truax and seconded by Mr. Dibble, the committee unanimously approved application for the grant that will be appropriated to the Sheriff's A3150.1 account.

A request was submitted for a resolution to transfer \$6,000 from contingency to the 3110.422 gas and oil account. The request was approved on motion by Mr. Truax and seconded by Mr. Graffrath and referred to Ways and Means.

A request was submitted to transfer funds from contingency to 3170.447 (other correctional facilities) to cover a shortfall. John Margeson suggested that the Sheriff check to determine if funds were available from the salary account that could be transferred instead of from contingency. The Sheriff stated he would do that.

The meeting adjourned at 3:45.

# MEMORANDUM OF EXPLANATION

Intro. No. \_\_\_\_\_  
(Clerk's Use Only)

COMMITTEE: PUBLIC SAFETY

DATE: October 4, 2000

Request a Board Resolution transferring \$ 6,000 from Contingency

TO: 3110.422 Gasoline and Oil. These funds are needed due to the increase in gas and oil prices compounded by the increase in the number of inmate transports.

## FISCAL IMPACT:

This transfer will impact this current budget by \$6,000 in excess of our current appropriations.

For further information regarding this matter, contact:

Randal J. Belmont, Sheriff  
Name and Department

200  
Telephone Number

John M.  
**RECEIVED**

NOV 15 2000

**Public Safety Committee**

**November 8, 2000**

ALLEGANY COUNTY  
BOARD OF LEGISLATORS

Present: Rod Bennett, Chairman  
Bill Dibble  
Curtis Corkey  
Jim Graffrath  
Sue Myers  
Preston Lucas  
John Margeson  
Ed Sherman

Keith Barber  
John Tucker  
Randy Belmont  
Bill Timberlake  
Dave Sirianni  
Terry Parker

Fire Advisory Board Reps: Dick Sortore, Dick Smith

Media: Anita Carlson, Cuba Patriot  
George Fillgrove, Wellsville Daily Reporter

Others: Tren Young, Jody Kenyon – County Enumerators  
Residents from Town of New Hudson on Mount Monroe Road

Chairman Bennett called the meeting to order at 3:05.

On motion by Mr. Graffrath and seconded by Mr. Dibble the minutes of the October 4, 2000 Public Safety Committee meeting were approved.

Sue Myers introduced a group of residents from Mount Monroe Road in New Hudson who had concerns about the rural numbering system. The residents felt they should be given individual numbers instead of a joint number with lot numbers. It was explained that only structures on municipally maintained roads would have numbers assigned.

Multiple homes on private access roads or driveways would use a common number with lot numbers. There was concern that if everyone used the same number, emergency responders could not find individual homes. It was explained that the E911 telephone database contains the access number as well as a lot number for each residence and the lot number should be placed physically on the residence. Keith and Jody took the group to their office to show them the map of the Mount Monroe area.

Sheriff Belmont suggested the residents dial 911 and request to have their addresses confirmed by the dispatcher.

**Fire Service**

Mr. Corkey noted he had attended a Village Board meeting in Almond. It was noted that the town and village had reviewed the agreement for the numbering system. There was concern that the town and village have the authority to continue to do their own

numbering assignments and were reluctant to sign the agreement. Keith explained that in the cover letter sent with the agreement, it stated that would be possible but the county would have the final determination on approval of the numbers.

There was discussion as to a referral made to Public Safety from Ways and Means regarding personnel for the numbering system. This matter was discussed later in executive session.

### **Probation Department**

Chairman Bennett called on Dave Sirianni, Director, for his report.

Dave requested approval for the committee for acceptance of a \$17,900 grant from DCJS. The request was approved on motion by Mr. Corkey and seconded by Mr. Graffrath. The motion was carried unanimously. **County Attorney Prepare Resolution**

### **Sheriff's Department**

Chairman Bennett called on Sheriff Belmont for his report.

Randy submitted a memorandum requesting a title change of one of his staff from "Secretary to the Sheriff" to "Operations Advisor". On motion by Mr. Corkey and seconded by Mr. Dibble the committee approved the request and referred the matter to the Personnel Committee.

There was discussion of the matter of routing 911 cell phone calls. Randy submitted a "draft" local law, which has been reviewed by the county attorney. The local law would require cellular 911 calls be sent to a Public Safety Answering Point (PSAP) in the county.

There was discussion regarding the requirements of telephone equipment to have the capability to identify the location from where the cell phone call is being made. It was noted that it is the phone company's responsibility not the county's.

On motion by Mr. Graffrath and seconded by Mr. Dibble the committee approved the request. **County Attorney Prepare Resolution**

There was discussion regarding the request to move the ground floor sheriff's control up to the jail floor. The Sheriff noted that public works would have to address the project and obtain an architect to develop an estimate.

The Sheriff noted that the Emergency Medical Dispatch program is being developed for use by dispatchers in the 911 center. This program trains dispatchers to be able to give some medical assistance over the phone to callers. Several dispatchers have already been trained. The Sheriff requested that Gary Ogden be authorized as "Medical

Director" for the program which is a requirement for operation of the system. John Margeson was requested to discuss the matter with the County Attorney.

Randy submitted a request for a resolution to renew the agreement to participate in the Southern Tier Drug Task Force. On motion by Mr. Graffrath and seconded by Mr. Dibble the committee unanimously approved the request. **County Attorney Prepare Resolution**

Randy requested a resolution to transfer the following:  
\$50,000 from contingency and \$50,000 from jail personal services (A3150.101) to other correctional services to cover the costs for housing prisoners out of county.

On motion by Mr. Corkey and seconded by Mr. Dibble the committee approved the request and referred the matter to Ways and Means.

### **Emergency Services**

Chairman Bennett called on John Tucker, Director, for his report.

John gave a status report on federal and state disaster assistance payments from the May-August flooding. Individual applicants that have been inspected were written worksheets for repairs that currently total \$1,271,367.86. To date, payments have been made totaling \$154,331.92.

The situation with the Medical Transport Service was discussed. A letter was sent to John from owner Dan Marsh requesting assistance in resolving the lack of Medicaid and Medicare reimbursements for MTS transports. John noted that MTS is a backup resource for EMS in the county.

### **Other**

It was noted the next Fire Advisory Board meeting is scheduled for November 16 at 8:00 p.m.

On motion by Mr. Graffrath and seconded by Mr. Dibble the committee moved into executive session to discuss a personnel matter.

On motion by Mr. Graffrath and seconded by Mr. Dibble the committee moved out of executive session.

The meeting adjourned at 5:00 p.m.

**NOT  
APPROVED**

**Public Safety Committee  
(Budget Meeting)  
September 19, 2000**

John M.  
**RECEIVED**

SEP 25 2000

ALLEGANY COUNTY  
BOARD OF LEGISLATORS

Present:      Rod Bennett, Chairman                      Randy Belmont  
                  Ron Truax    Bill Timberlake  
                  Jim Graffrath     Keith Barber  
                  Bill Dibble     John Tucker  
                  John Margeson    Judy Samber  
                  Terry Parker     Dave Sirianni

Chairman Bennett called the meeting to order at 7:00.

**Probation**

Chairman Bennett called on Dave Sirianni, Director, to review the Probation Department budget. Copies of the 2001 budget were handed out for discussion.

On motion by Dibble and seconded by Truax the budget request as recommended by the budget officer was approved unanimously.

**Sheriff's Department**

Chairman Bennett called on Sheriff Belmont for his budget review. Copies were handed out for discussion.

On motion by Dibble and seconded by Truax the 3110 accounts were approved unanimously.

On motion by Truax and seconded by Dibble the 3150 accounts were approved unanimously.

The 3170 (Other Correctional Facilities) account was discussed. The jail population was discussed and the matter of housing out of county the extra population of inmates.

On motion by Graffrath and seconded by Dibble the committee approved the account. Mr. Truax voted no.

**Public Defender**

Chairman Bennett called on Judy Samber, Public Defender, for her budget review. After some discussion the budget was approved unanimously on motion by Truax and seconded by Dibble.

**District Attorney**

Chairman Bennett called on Terry Parker, District Attorney, for his budget review.

On motion by Truax and seconded by Dibble the committee unanimously approved the district attorney and the grand jury budgets.

Discussion was made concerning the Crime Victims Service Coordinator's position. On motion by Truax and seconded by Dibble the committee approved placement of that position in the Section 4 salary plan.

### **Fire Service**

Chairman Bennett called on Keith Barber, Fire Coordinator, for his budget review.

Keith discussed the salary accounts and it was noted by John Margeson that the \$15,000 for the clerk's position for enumerator was left in the fire service budget. An additional \$18,000 was requested for staffing assistance to do the numbering was recommended. There was discussion as to if the staff in the Real Property Tax office could do the work.

On motion by Truax and seconded by Graffrath the committee unanimously approved the Fire Service budget request as recommended by the budget officer.

Additional discussion was made on the rural numbering system. Keith noted that one hundred and twenty-nine letters were to go out to residents in the Riverview Heights area in Willing to confirm and indicate house numbers.

### **Emergency Services**

Chairman Bennett called on John Tucker, Director, to review the department's 2001 budget request.

On motion by Truax and seconded by Dibble the committee unanimously approved the budget.

### **Weights and Measures**

John Margeson presented the 2001 budget for Weights and Measures. On motion by Truax and seconded by Dibble the committee unanimously approved the request as recommended by the budget officer.

### **Assigned Counsel**

John Margeson presented the Assigned Counsel budget request for 2001.

On motion by Graffrath and seconded by Truax, the committee unanimously approved the budget request as recommended by the budget officer.

The meeting adjourned at 8:46.



On motion by Mr. Graffrath and seconded by Mr. Truax the committee unanimously approved the request. **County Attorney Prepare Resolution**

**District Attorney**

Chairman Bennett called on Terry Parker, District Attorney, for his report. Terry discussed the current homicide case in Cuba that is being worked on. Terry noted budget expenses are being incurred for expert fees. Additional funding will not be needed at this time.

Terry explained the plans to develop a "Youth Court" program. A grant is being applied for but a local funding match will be required. Various agencies are being contacted to assist.

Terry requested approval to allow him to donate \$2,000 from the District Attorney budget to support the project. On motion by Mr. Truax and seconded by Mr. Graffrath the committee unanimously approved the request.

**Fire Service**

Chairman Bennett noted of a request to approve the appointments to the Fire Advisory Board for 2001.

On motion by Mr. Truax and seconded by Mr. Graffrath the committee unanimously approved the appointments. **County Attorney Prepare Resolution**

**Weights and Measures**

Chairman Bennett called on Al Chamberlain, Director, for his report.

Al noted he has decided to retire at the end of the year. In previous discussion with John Margeson, it was proposed to keep Al working on a contractual basis until a civil service exam can be given and a new employee is trained.

On motion by Mr. Graffrath and seconded by Mr. Truax, the committee unanimously approved the request. Al was thanked for his dedicated service to the county. John Margeson noted he would assist in development of a contract and fee figure for Al.

The meeting adjourned at 3:31 p.m.