

JOINT PUBLIC SAFETY AND FINANCE COMMITTEE MINUTES
 SEPTEMBER 28, 2023

PUBLIC SAFETY COMMITTEE MEMBERS PRESENT: Wilson, Hogan, Haff, Hicks, O'Brien, Clary
 PUBLIC SAFETY COMMITTEE MEMBERS ABSENT: Rozell
 FINANCE COMMITTEE MEMBERS PRESENT: Campbell, O'Brien, Haff, Hicks, Fedler, Skellie,
 Hogan, Clary, Wilson
 FINANCE COMMITTEE MEMBERS ABSENT: Rozell, Griffith
 SUPERVISORS: Henke, Hall, Shaw
 Debra Prehoda, Clerk
 Al Nolette, Treasurer
 Melissa Fitch, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – August 31, 2023
3. Department Reports/Requests:
 - A. Medical Examiners
 - B. Weights & Measures
 - C. Code Enforcement
 - D. Probation
 - E. Assigned Counsel
 - F. Public Defender
 - 1) ILS Funding
 - G. Public Safety
 - 1) EMS – EMS Advisory Board Appointment – Regina Ladd, Fort Ann
 - H. District Attorney/Grant Jury
 - I. Sheriff/Jail
4. Other Business
5. Adjournment

Chairmen Wilson and Campbell called the Joint Public Safety and Finance Committee meeting to order at 10:01 AM in the Municipal Center second floor classroom, Room B214.

A motion to accept the minutes from the August 31, 2023 Public Safety Committee meeting was moved by Mr. O'Brien, seconded by Mr. Hogan, and adopted.

2023 BUDGET REQUESTS

A.1185 - Medical Examiners/Coroners – Tim Hardy, Deputy Director Public Safety

Personal Services	\$ 39,508
Benefits	\$ 4,816
Contractual	\$293,500
TOTAL EXPENSE	\$337,824

Revenue: \$0 – Expenses: Travel plan attached. Will check to see if the Physician expense A.1185.4505.01 was erroneously paid out of A.1185.4500. Checked with IT and confirmed the case management program, software, is continuing.

A.6610 - Weights & Measures –

Personal Services	\$ 60,659
Benefits	\$ 36,377
Contractual	\$ 8,775
TOTAL EXPENSE	\$105,811

Revenue: \$2,500 – Expenses: Questioned the reduction in the mileage/car pool line. Discussed if a fee-based system could be instituted for the people/businesses required to have their scales tested.

CODE ENFORCEMENT – John Graham, Administrator

A.3620 – Code Enforcement

Personal Services	\$501,007
Benefits	\$158,555
Contractual	\$ 64,550
TOTAL EXPENSE	\$724,112

Revenue: \$140,500. Expenses: The State is offering the training for free since COVID. Mr. Haff suggested half the money for the training, reduce 4170 in half. Mr. Wilson stated they need their training and leave at \$4,000. Mr. Shaw stated there is a \$584,000 shortfall in this budget. He does not use this service and why does his town get charged for this. Real Property has figured out how to bill certain towns for services so why is he charged for this service and why can't he be out of this service. It was suggested he present a resolution for consideration.

PROBATION – Dan Boucher, Director

A.3140 - Probation

Personal Services	\$1,091,606
Benefits	\$ 374,138
Equipment	\$ 0
Contractual	\$ 44,200
TOTAL EXPENSE	\$1,509,944

Revenue: \$151,200. Due to the water damage to the office space on June 3rd, the office space has not been available and there will be a reduction in the rent revenue and will be addressed in the insurance claim. Raise the Age grant funding is year by year and have not heard anything yet. Expenses: Will decrease mileage expense/Car because he included GPS for vehicles and that expense is in the Car Pool budget. Directed to provide the Budget Officer with a revised figure.

Staffing Requests:

- Increase Probation Supervisor (2) grade 19 to grade 20 increase of \$5,400.
- Increase an Account Clerk (Restitution Clerk) from 35 to 40 hours. Not sure if the title is even appropriate and should probably be upgraded. The only position in the department not at 40 hours.
- Probation Director – to look at the base rate of pay.

ASSIGNED COUNSEL – Tom Cioffi, Supervising Attorney

A.1171 – Assigned Counsel

Personal Services	\$ 183,996
Benefits	\$ 52,439
Contractual	\$1,184,201
TOTAL EXPENSE	\$1,420,636

Revenue: \$663,544. Assigned Counsel rate increased from \$75 to \$158, and the State is reimbursing half of the rate increase. Estimating needing an additional \$400,000 this year. Expenses: The Treasurer stated new accounts were set for to reporting to the State for reimbursement on the Assigned Counsel rate and a budget amendment will be done to adjust the accounts. Mr. Haff stated this line is historically overfunded. A.1171.4420 Outside Services reduce from \$10,000 to \$2,500.

Requesting permission to apply for a grant to aid in the defense of Article 10 proceedings and child neglect and need the full cooperation of DSS and County Attorney that they are on board. He could hire a Social Worker to deal with collateral

issues with the clients and maybe help the client, so they don't come back into the system. Another part of it is in the legislation there is a civil Miranda warning, if the client was subject to a child protective decision you get basically the same warning that you get in a criminal case and that would trigger clients who say I want an attorney and that may increase our costs. This is a competitive grant. Permission to apply for grant was moved by Mr. O'Brien and seconded by Mrs. Clary. Discussion. Mr. Campbell stated he is totally opposed to this and feels it is not good for the County. This puts more pressure on the Caseworkers and County Attorney. Right now, most cases don't even come to that level to even involve an attorney. Mr. Cioffi stated they will not submit unless DSS and County Attorney agreed. The motion granting permission to apply for grant was moved by Mr. O'Brien, seconded by Mrs. Clary, and adopted.

PUBLIC DEFENDER – Mike Mercure, Public Defender

A.1170 – Public Defender

Personal Services	\$1,174,779
Benefits	\$ 327,783
Equipment	\$ 15,000
Contractual	\$ 171,171
TOTAL EXPENSE	\$1,688,733

Revenue: \$716,272. Hurrell Herring ends this year. In the middle of transitioning out of lawsuit to funding similar to all the other counties. Expenses: Travel plan submitted. Other than staffing requests, the budget mirrors funding from ILS. He does not know the level at which they will be funded. Recommended to lower mileage expense/Car Pool from \$10,000 down to \$2,500.

Staffing Requests: Social Worker, Investigator and move a part time Attorney to full time Attorney subject to ILS funding and will report at the next Public Safety meeting on progress.

PUBLIC SAFETY – Glen Gosnell, Director

A.3640 – Public Safety

Personal Services	\$1,709,834
Benefits	\$ 611,471
Equipment	\$ 16,000
Contractual	\$ 301,310
TOTAL EXPENSES	\$2,638,615

Revenue: \$287,300. Budget Officer will add grants because he knows we get them. The Deputy Director stated they are going down a small amount every year. Expenses: Communication Officers contract is up at year end. Equipment – \$3,000 for two chairs are budgeted for replacement annually. They are on a five-year replacement schedule and under warranty for that period. Some of the maintenance contracts were previously grant funded. Will review telephone to make sure they are not budgeting for any per line telephone charges.

- EMS Advisory Board Appointments:
 - Motion to appoint Regina Ladd, West Fort Ann Volunteer Fire Company, Inc., to the EMS Advisory Board was moved by Mr. O'Brien, seconded by Mr. Hogan, and adopted.
 - Motion to appoint Haley Noble, Fort Ann Rescue Squad, Inc., to the EMS Advisory Board was moved by Mr. Hogan, seconded by Mr. O'Brien, and adopted.
- Site Access Agreement - Motion to authorize the Chairman to sign a site access agreement between the County and Cellco Partnership to access our Little Burch tower site was moved by Mr. O'Brien, seconded by Mrs. Clary, and adopted.

A.3410 – Fire Bureau – Tim Hardy, Deputy Director, Public Safety

Personal Services	\$ 73,393
Benefits	\$ 52,770
Equipment	\$ 2,000
Contractual	\$ 25,000
TOTAL EXPENSE	\$153,163

- Revenue: \$200. Expenses – Personnel – Hired a new Deputy Fire Coordinator and cost for training and memberships. A.4170 – Training and Development sending two people to Fire Academy. The phones, fleet expense, and office supplies are all out of Public Safety budget. Mr. Haff asked about the Fire Training Center and there are several local training centers and is it needed. The Deputy Director stated what they offer is different and still used by fire departments and agencies. There is a committee between the two counties looking at something to draw more departments to use it or do away with it. This committee will figure out how it will go. The Treasurer stated there is \$65,000 left in the capital project and could go back to General Fund if closed or if they have another use for remaining funds.

EMS – Bruce Mason, EMS Coordinator

A.3625 - EMS

Personal Services	\$16,106
Benefits	\$ 7,659
Contractual	\$51,000
TOTAL EXPENSE	\$74,765

Revenue: \$0. Expenses – No major changes with one exception, misc. other A.3625.4440.18 \$50,000 for EMS Training Program for EMS agencies and personnel. This funding is to develop a program, a countywide continuing education program for training. The hope is it will help defer cost and improve care. Don't expect this to be one-time funding.

DISTRICT ATTORNEY – Tony Jordan, District Attorney

A.1165 – District Attorney

Personal Services	\$1,538,058
Benefits	\$ 481,975
Equipment	\$ 3,000
Contractual	\$ 79,650
TOTAL EXPENSE	\$2,102,683

Revenue: \$601,407. Aid to prosecution increased \$115,616 over last year to cover the planned salary increases. The State has maintained funding for Discovery in the State budget. Forfeiture is not in the General Fund but in Trust and Agency account. Expenses: A.1165.4550 Witness Fees decrease \$5,000 to \$3,500 amount DA proposed.

Staffing Requests:

- Remove a Clerk position, a \$38,378 savings and upgrade a Legal Assistant to a Sr. Legal Assistant an increase of \$2,400 and upgrade a Crime Victim Advocate Assistant to Crime Victim Specialist, \$7,000.

SHERIFF/JAIL – Jeff Murphy, Sheriff, Julie Rowland, Secretary to Sheriff

- Traffic Safety Grant - Motion to recognize Traffic Safety Grant in the amount of \$9,752 was moved by Mr. Hogan, seconded by Mr. Haff and Mrs. Clary, and adopted.
- Fort Edward School SPO - In negotiations with Fort Edward school to provide an SPO, Special Police Officer. Very fortunate to have a State Police Zone Sergeant that is about

to retire and interested in the position.

- Budget Amendment - PBA Contract in December 2023 – Motion to amend 2023 budget to move funds from the Contingency account to the Sheriff's personal services line due to signature of the PBA contract in 2023 after the adoption of the budget was moved by Mrs. Fedler, seconded by Mr. Wilson, and adopted. (Finance Committee)

A.3010 Traffic Safety

Contractual	\$4,200
Total	\$4,200

Revenue: \$7,000. No real change here.

A.3110 - Sheriff Personal

Services		
3111 (Admin.)	\$ 577,979	
3112 (Patrol)	\$3,994,565	
3113 (Part Time)	\$ 140,000	
3114 (Civilian)	\$ 327,465	
3115 (Cont. Svs.)	\$ 219,274	\$5,259,283
Benefits		
3110 (All-Retirement)	\$ 715,141	
3112 (Patrol)	\$ 704,194	
3113 (Part Time)	\$ 11,030	
3114 (Civilian)	\$ 96,401	
3115 (Cont. Svs.)	\$ 145,205	
		\$1,671,971
Equipment 3111 (Admin.)	\$ 34,000	\$ 34,000
Contractual		
3111 (Admin.)	\$ 692,950	
3112 (Patrol)	\$ 9,500	\$ 702,450
TOTAL EXPENSE		\$7,667,704

Revenue: \$1,180,402. Two SPO need to be added revenue and expense. Expenses: Telephone – cell phones and air cards – will need to look at that line. A.3110.3111.4900.02 Forfeiture Federal – 2023 Amended Budget \$1,495.90 – Treasurer stated this is an old purchase order that needs to be canceled. Three Deputies are in the academy now and only have two vacancies. Telephone lower by \$1,800. Mr. Haff stated the revenue and expenses for the SPOs does not match. The Sheriff stated the school pays the first year for uniform and then the Sheriff's office pays. The uniform cost is around \$2,500 per SPO. The Sheriff will check on uniforms. The net cost for SPO should be the same for revenue and expense. The uniforms in the out years are a county cost.

Staffing Requests: handout attached. Due to compression with the union and non-union salaries.

- Lieutenant – raise base to \$90,000 (increase \$9,506)
- Captain – raise base to \$93,000 (increase \$6,415)
- Undersheriff – raise base to \$96,000 (increase \$7,151)
- Sheriff – proposed salary \$103,121 (increase \$7,000)

Total budget increase for 2024 staffing requests - \$49,084.

A.3150 – Jail

Personal Services		
3151 (Admin.)	\$86,333	
3152 (Corrections)	\$4,053,413	
3153(Part Time)	\$ 76,500	
3154 (Civilian)	\$355,923	
3155 (Kitchen)	\$330,375	\$4,902,544
Benefits		
3151 (Admin.)	\$ 616,014	
3152 (Corrections)	\$ 980,507	
3 153 (Part Time)	\$ 4,739	
3154 (Civilian)	\$37,470	
3155 (Kitchen)	\$103,117	\$1,741,847
Equipment 3152 (Corrections)	\$39,000	\$ 39,000
Contractual		
3152 (Corrections)	\$1,475,331	
3156 (Ctrl Arraignment)	\$1,950	\$1,477,281
TOTAL EXPENSE		\$8,160,672

Revenue: \$670,731. Expenses: No real big changes. Number of meals and cost of food increasing. Increase A.3151.121 Adm. to \$92,031 replacing \$86,333 because of upgrade. The Sheriff noted that he reduced the electric 3150.3152 in his budget request. Staffing is only down a couple positions.

Mr. Campbell stated we are going to visit the electric again. They are offering two years at 8.89 cents on top of what we got. Currently paying 12.2 cents.

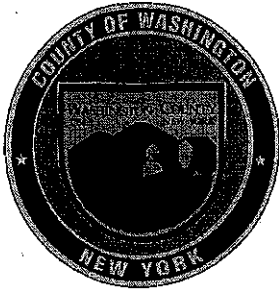
OTHER BUSINESS:

Chairman Wilson listed follow up items for the committee: Weights and Measures and Code Enforcement pay for service questions and Fire Training Center – status going forward/capital project funding.

Chairman Campbell stated we started the day using \$4.5M in fund balance, Treasurer stated \$5.9M, and did not move much so still need a couple million out either increasing revenue or decreasing expenses and do not yet know the staffing requests. In 2026, the County will recognize the PILOT (payment in lieu of taxes) from the Champlain Electric project (CHPE) so when working on the 2026 budget that will be the one opportunity to maybe get some of this back and more than likely have to override the cap but to take the PILOT even if you only raise taxes 2%, the PILOT is as big as the tax increase, so if you do not override the cap and stay flat you would not get any benefit that way. Right now, with the State broke that looks like it is very much on the table, overriding the cap. It is something that we will have to do. He stated the biggest job now is to bridge the gap between 2024 and 2026 with the funds we have. The other thing that is going to come up is Warren and Saratoga Counties are already trying to get us to go to 8% sales tax and there will be discussions. They would all rather go the once because we all have the same Representatives. He stated whether we want to or not, he has no idea and he is just telling the committee that it is out there, and it is stronger than it has ever been. These are two-year discussion items. Mr. Hicks stated sales tax is a regressive tax and will provide the Budget Officer with that information.

The joint meeting adjourned at 1:10 PM.

*Debra Prehoda, Clerk
Washington County Board of Supervisors*



WASHINGTON COUNTY CORONER'S OFFICE

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Robert Lemieux Wesley Perry James M. Gariepy John Aiken

CORONERS TRAVEL PLAN - 2024

ALL KNOWN OVERNIGHT TRAVEL / TRAINING CONFERENCES

The Coroners plan to have member(s) in attendance for the following training / conferences involving overnight in state travel and accommodations for the 2024 calendar year as follows:

FUNCTION TYPE	# OF MEMBERS ATTENDING	FUNDING SOURCE
Coroner's Conference (Spring)	4	Training Funds
Coroner's Conference (Fall)	4	Training Funds

CONFERENCE / TRAINING DATES NOT YET CONFIRMED FOR 2024

Any training / conferences not listed above requiring overnight travel will be presented to Committee for approval request as soon as known.

DEPARTMENT OF PUBLIC SAFETY



EMERGENCY MANAGEMENT * COMMUNICATIONS * FIRE * EMS * HAZMAT

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DEPARTMENT TRAVEL PLAN - 2024

ALL KNOWN OVERNIGHT TRAVEL / TRAINING CONFERENCES

The DEPARTMENT OF PUBLIC SAFETY and BUREAU OF FIRE plans to have member(s) in attendance for the following training / conferences / required Emergency Management / Communications / Fire Coordinator and Investigator related events involving overnight in state travel for the 2024 calendar year as follows:

FUNCTION TYPE	# OF MEMBERS ATTENDING	FUNDING SOURCE
New York State Emergency Manager's Conf / Meetings	2 (Director, Deputy Director)	Local (Reg) / Homeland Security (Acc)
New York State Interoperable Communications Symp.	2 (Director, Deputy Director)	Homeland Security Funded
Hazardous Materials Conference / Training	7 (Director, HazMat Team Members)	SHSP Grant Funded
Hazardous Materials Leadership Conference / Training	2 (Director, HazMat Coordinator)	SHSP Grant Funded
New York State 911 Coordinators (Spring)	2 (Communications Personnel)	Budgeted Training Funds
New York State 911 Coordinators (Fall)	2 (Communications Personnel)	Budgeted Training Funds
UAS (Basic / Advanced Ops) Training	1 (Deputy Director)	Homeland Security Funded
Arson Investigators Association / Training	8 (Fire Investigators)	Budgeted Training Funds
NYS Fire Coordinators Association / Training	3 (Fire Coordinator, Deputy Coordinators)	Budgeted Training Funds
APCO Annual Conference	3 (Director, Deputy Director, Communications)	Budgeted Training Funds
Empire State Safety Association Conference (Spring)	1 (Public Safety Staff)	Budgeted Training Funds
Empire State Safety Association Conference (Fall)	1 (Public Safety Staff)	Budgeted Training Funds

CONFERENCE / TRAINING DATES NOT YET CONFIRMED FOR 2024, ALL TRAININGS INCLUDED IN DEPARTMENT TRAINING BUDGET OR COVERED BY HOMELAND SECURITY FUNDS AS NOTED

Any training / conferences not listed above requiring overnight travel will be presented to Committee for approval request as soon as known.

Respectfully Submitted,

Glen P. Gosnell
Director

Timothy R. Hardy
Deputy Director

Glenn E. Bristol
Fire Coordinator



January 1st 2024

6 yr Sergeant - \$80,226 (you need 3 yrs service to be a Sgt and another 3 yrs as a Sgt. to be a Lt.)

Line up time less accruals - \$2,676

Holiday pay - \$4,243

Total base pay w/o any Overtime: **\$87,145**

6 ½ yr Inv. Sergeant - \$83,761

Line up time less accruals - \$2,794

Investigators can work Holidays if they choose which would add more pay

Total base pay w/o any Overtime: **\$86,555**

Lt. Base pay - \$80,494

Proposed - \$90,000 (+\$9,506)

5 yr longevity - \$1,000

Total: **\$81,494**

Proposed 5 yr longevity Total: \$91,000

Total with top steps (4) and longevity (25yr) - \$100,000

Capt. Base pay - \$86,585

Proposed - \$93,000 (+\$6,415)

5 yr longevity - \$1,000

Total: **\$87,585**

Proposed 5 yr longevity Total: \$94,000

Total with top steps (4) and longevity (25yr) - \$103,000

Undersheriff Base pay - \$88,849

Proposed base - \$96,000 (+\$7,151)

5 yr longevity - \$1,000

Total: **89,849**

Proposed 5 yr longevity Total: \$97,000

Total with top steps (4) and longevity (25yr) - \$106,000

Sheriff pay - \$103,121

Proposed Total- \$110,121 (+7,000)

Total Budget increase for 2024 - \$49,084