

GENERAL SERVICES COMMITTEE
April 19, 2022

Present: Ian Gilbert, Chair; Richard Chartrand, Vice-Chair; and Josh Leviker. Legislator Andrea Moroughan and Phil Hathway had been excused.

Others present: Legislators Larry Dolhof, Jeffrey Nellenback, Lisa Virkler and Tom Osborne; County Manager Ryan Piche; County Attorney Joan McNichol; Treasurer Eric Virkler; Human Resources Director Caitlyn Smith; and Information Technology Director Conner Biolsi.

Committee Chair, Legislator Gilbert, called the meeting to order at 2:00 p.m.

Legislator Leviker made a motion to approve the March 17, 2022 committee meeting minutes, seconded by Legislator Chartrand and carried.

Probation Activities – Matt Morrow, Probation Director

Matt Morrow began by explaining that Probation is a sentence of disposition to community supervision. Probation can be a sentence from Criminal Court or a disposition from Family Court. Typically, probationers are sentenced to probation without serving incarceration or imprisonment. Probation is a state mandated county function. The state Office of Probation and Correctional Alternatives provides regulatory oversight to county probation departments.

The Lewis County Probation Department is made up of Matthew Morrow, Director; Sarah Bush, Senior Probation officer; Lisa Rennie, Probation Officer; Marcus Spaulding, Probation Officer, Kylie Simpson, Probation Officer; and Kay Sabo, Administrative Assistant. The current caseload is 173 adult probation cases; 12 juvenile cases; 17 DWI conditional discharges; 4 pre-trial release cases; and 4 drug court cases. As of the end of 2021, there were 182 active cases, 90 were felony, 91 were misdemeanor offenses, and 1 was listed as “other”. The cases are broken down by types of offenses as well, for 2021 there were 15 sex offenses, 39 DWI offenses, 4 DWAI offenses, and 8 violent felony offenses.

The juvenile delinquency intakes have been slowly on the rise over the last few years with only 5 in 2016 and 12 currently. Lewis County Probation is extremely fortunate that the Raise The Age Legislation has not had a large impact yet. If and when they do have to utilize their detention for an adolescent offender or juvenile offender it will be a challenge as there is a limited number of beds, the costs is expensive, and there will be more travel cost with going back and forth to the facility. Over the last two-year period there has been a 16.6% decrease in the case load, going from 223 active cases in March of 2020 to 186 in March of 2022. Some of the reason for this decrease as well as the 22.3% decrease across the state is from Covid-court closures, and the bail and discovery reform.

Pre-Trial Release had decreased in Lewis County since the Bail Reform went into effect. Statewide, some jurisdictions have incredibly high numbers placed on pre-trial release for non-bailable offenses. Many districts mandate electronic monitoring which is costly. There is no real accountability for those who fail to comply with pre-trial and these programs are required to

monitor individuals who should be subjected to bail and are then scrutinized, at no fault of the department, for the released person's continued illegal behavior.

Probation officers have many continued trainings like pepper spray, defensive tactics, handcuffing, scenario training, conferences, and online trainings. Lewis County partners with Jefferson County for many of the hands-on trainings like pepper spray and scenario trainings. Probation has come across many unique things over the years like herbal supplements meant to cleanse and purify your urine so you can pass a drug test, synthetic urine for \$29.99, which is why a probation officer always has to accompany a probationer into the bathroom for a urine test. Items like a pringles can have a false bottom that holds drugs, a regular looking WD-40 can have a false bottom where drugs are found, a dishwasher was a place to hide a meth lab, many times backpacks are places to hide a mobile meth lab, and even weapons can be found that are modified like a shotgun with a shortened barrel and modified stock.

Legislator Dolhof questioned if Probation does most of the work for the Drug Task Force, Matt responded that they each do different work connected to drugs. Sometimes Probation will initiate investigations but works with the Drug Task Force. Matt concluded by briefly explaining that Probation also is in charge of the Stop DWI program for the county as well.

The following dockets were reviewed:

1. Amending Compensation Plan with reference to the Buildings & Grounds Department to create one (1) full-time Cleaner for the Glenfield Elementary School location at Grade 4 effective immediately.
AYE 3 NAY 0
2. Awarding bid and authorizing agreement between the County of Lewis and Specialty Welding & Fabrication for snow removal and lawn care at the Glenfield School Property in the amount of \$35,850.00.
AYE 3 NAY 0
3. Authorizing intermunicipal agreement between the County of Lewis and the Town of Denmark to administer Land Use & Zoning Regulations.
AYE 3 NAY 0
4. Amending Compensation Plan with reference to the District Attorney's Office to create a temporary part-time Assistant District Attorney from January 1, 2022 through December 31, 2022 with compensation not to exceed \$10,000.00.
AYE 3 NAY 0
5. Transferring funds in the Coroner Department/District Attorney accounts in the amount of \$40,000.00 to provide additional funding from Contingency for transportation and professional services' costs.
AYE 3 NAY 0

6. Amending the Compensation Plan with reference to the Highway Department to create one (1) full-time Senior Account Clerk position, Grade 19, due to long term leave of absence and impending retirement.

AYE 3 NAY 0

7. Appropriating funds in the County Road accounts in the amount of \$55,500.00 from Contingency for engineering services to apply for FEMA assistance on Osceola Road and Stetzer Road repairs.

AYE 3 NAY 0

8. Authorizing Supplemental Agreement No. 2 to the contract between the New York State Department of Transportation and Lewis County for the Transportation Federal-Aid Bridge Replacement project known as CR 43 over Moose Creek.

AYE 3 NAY 0

Motions:

1. Legislator Chartrand moved to authorize Buildings & Grounds Supervisor, Matt O'Connor to send out an RFP for 911 Tower driveway snowplowing services, seconded by Legislator Leviker and carried.
2. Legislator Leviker moved to authorize Buildings & Grounds Supervisor, Matt O'Connor to send out an RFP for JCC snow plowing services, seconded by Legislator Chartrand and carried.

There being no other business to come before the committee, Legislator Chartrand made a motion to adjourn at 2:38 p.m., seconded by Legislator Leviker and carried.

Respectfully submitted,
Cassandra Moser, Clerk of the Board