

Village of Sackets Harbor Board of Trustees  
February 10, 2015 6:30pm  
Monthly Meeting Agenda - REVISED  
112 N. Broad Street  
Municipal Building

CALL TO ORDER

REVIEW OF: January 13, 2015 Village Board Meeting Minutes

MAYOR'S REPORT and CORRESPONDENCE

- Letter from Larry & Connie Barone regarding Barn Alley
- NYS Department of Health letter regarding Town of Hounsfield Water Districts 2 & 5

OLD BUSINESS

- Event: Run for Garrett, May 30, 2015 for Village Board approval
- Former Comedy Club Water/Sewer Fees
- Municipal Solar Power – Mayor Battista

PUBLIC COMMENT

NEW BUSINESS

- School Tax Collection - Shared Services Agreement with SHCS
- Jefferson County Mutual Aid plan for Emergency Medical Services
- New office hours
- Security Window for office
- New office laptop
- Fireworks
- Proposed changes to 2010 Water Law

TRUSTEE REPORTS

- Deputy Mayor Peter Daly
- Trustee Daniel Frechette
- Trustee John LaDuc
- Trustee Barbara Boulton

Treasurer's Report, Jim Yuhas

- Treasurer's Report
  - Treasurer's report
  - Pay Bills

DEPARTMENT HEAD REPORTS

- DPW Superintendent, Lonny Reinhardt
- Visitor Center Manager, Gail Gorgen
- Village Engineer, Kris Dimmick
- Village Police, Chief Richard Coseo
- Heritage Area Director, David Altieri
- Planning Board, Chairman Janet Quinn
- Community Organization Reports

PUBLIC COMMENT

Executive Session for Personnel Issue

Adjourn



# Department of Health

ANDREW M. CUOMO  
Governor

HOWARD A. ZUCKER, M.D., J.D.  
Acting Commissioner

SALLY DRESLIN, M.S., R.N.  
Executive Deputy Commissioner

February 6, 2015

Mr. Jeff Kenney  
Town of Hounsfield  
18774 County Rte. 66  
Watertown, NY 13601

RECEIVED  
VILLAGE OF  
SACKETS  
HARBOR  
FEB 10 2015

Re: Disinfection By-products in Water District #2 & #5

Dear Mr. Kenney:

As discussed during our meeting on February 4, 2015, the Town of Hounsfield WD#2 is currently in violation of the Stage 2 disinfection by-products (DBPs) rule. The Town of Hounsfield WD#5 is experiencing high DBPs which may result in a Notice of Violation after four quarters of sample results are collected. The Town is on schedule to complete the 4<sup>th</sup> quarter of sampling in August, 2015. The following is a summary of the process changes proposed and design considerations discussed to reduce the disinfection by-products in the affected water districts.

### Town of Hounsfield WD #2

- 1) The Village of Sackets Harbor (Village) has lowered the chlorine residual from 1.7 mg/l to 1.4 mg/l. The Town of Hounsfield WD #3, which exclusively uses the Village as their source of water is in compliance with the DBPs rule. It is recommended that the Town isolate WD #5 from WD #2 and utilize the Village water supply in WD #2.
- 2) Lower chlorine residual at WD #2 tank.
- 3) It is apparent that elevated disinfection by-products are in the tank. Perform an engineered evaluation of tank aeration system options. Because WD #5 DBPs are bromine based and Village and City of Watertown DBPs are chlorine based it is recommended that some type of pilot be performed or process guarantee be provided with the type of aeration system selected.

### Town of Hounsfield WD #5

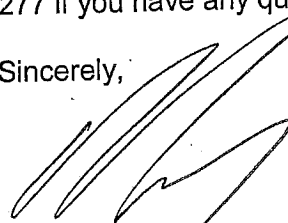
- 1) Lower chlorine residual entering the distribution system. It was agreed to reduce the entry point chlorine residual to 1.5 mg/l.
- 2) Begin use of hardness sequestering agent. Sequestering for hardness has appeared to reduce the chlorine demand at a similar groundwater system.
- 3) Select sample point near Airport that is representative of the water being used by the residents in WD #5. Future sampling will be from a hydrant on Rt. 12F in the vicinity of the Airport.

- 4) Begin regular (i.e., every 6 weeks) flushing of the WD #5 distribution system to ensure "fresh" water throughout the system. As discussed, flushing time will be dependent on the pumping rate of the Rt. 180 WTP and the volume of the water line being flushed. It is important to isolate WD #5 from WD #2 during flushing operations. Frequency of flushing may increase or decrease based on results.

A future water system management strategy for both districts may require you to employ heterotrophic bacteria monitoring as a substitute for free chlorine residuals. The writer will further discuss this Sanitary Code provision with you following implementation of the items listed above.

Feel free to contact the writer or Mr. Curley at 785-2277 if you have any questions.

Sincerely,



Michael J. Tracy, P.E.  
Public Health Engineer 2

cc: Sheri Palmer – District Director  
Claude Curley, P.E. – District Engineer  
Erin Ingles, P.E. – Syracuse Regional Office  
Tim Scee, Town Supervisor – Town of Hounsfield  
Bruce Alcombrack, Highway Superintendent – Town of Hounsfield  
Vince Battista, Mayor – Village of Sackets Harbor  
Lonny Reinhardt, DPW Superintendent – Village of Sackets Harbor

# VILLAGE OF SACKETS HARBOR

## APPLICATION FOR EVENT PERMIT – LONG FORM

PO Box 335  
Sackets Harbor, NY 13685  
315/646-3548

RECEIVED  
VILLAGE OF  
JAN 20 2015  
SACKETS  
HARBOR

Complete the following application, provide event layout and return no less than 90 days prior to the event. A deposit fee of \$75.00 must be included with the application. For more information, call 315/646-3548. Additional requirements may be distributed upon event approval.

Location: Visitor Center \_\_\_\_\_ Band Stand \_\_\_\_\_ Trail System \_\_\_\_\_

Other: Village Streets (American Legion) Please list requested location (i.e. Village streets, parking lots, etc.)

The following locations require a written approval or permit from owner's attachment to the application.

Seaway Trail Building \_\_\_\_\_ Battlefield \_\_\_\_\_ School \_\_\_\_\_ Court Building \_\_\_\_\_ LDC \_\_\_\_\_  
American Legion ☒ Madison Barracks \_\_\_\_\_

Application Date: 1/20/15

Name of Event: Run 4 Garrett Actual Date of Event: May 30, 2015

Type of Event: ☒ Run ☒ Walk ☐ Performance ☐ Festival

☐ Other (Specify) \_\_\_\_\_

Reason for Event: Fundraiser Fundraiser: ☒ Yes ☐ No

Will alcohol be served?: ☐ Yes ☒ No Will food be served?: ☐ Yes ☒ No

Who will hold alcohol permit? Legion Food permit? Legion

Set-Up Time: 8:30am Date: May 30, 2015 Tear-Down Time: 11am Date: May 30, 2015 (must be before 11 AM following day unless other arrangements are made)

Actual Start Time of the Event: 9 AM or PM Actual End Time of the Event: 11 AM or PM

These times are used to estimate Village Services and should be accurate at application submittal. Changes to these times will require approval from the Village Clerk and may incur additional fees.

Starting Location of Event: American Legion

Ending Location of Event: \_\_\_\_\_

Estimated number of attendees: 300-400 Estimated number of vendors: NO  
(Vendors may require an additional permit)

Estimated number of performers: NO Estimated number of vehicles: 100 Park at Legion/school

Will you be using any of the following: ☐ Tents ☐ Heating Devices ☐ Generator ☒ Other \_\_\_\_\_

If so, please explain: DPW Barricade

Designated Event Parking Location(s): Legion / school / Lawman Parking lot



Territory Update



Sackets Harbor Fire Company, Inc

Village of Sackets Harbor, Town of Hounsfield

Close

**JEFFERSON COUNTY EMERGENCY MEDICAL SERVICES  
MUTUAL AID PLAN  
December 2013**

**I. PURPOSE**

The purpose of this plan is to establish an inter agency relationship among all ambulance service providers and ALS First Responders based and / or licensed within Jefferson County for the provision of emergency medical care primarily in the event of multiple casualty incidents anywhere within Jefferson County necessitating mutual aid, and to establish a relationship between those agencies, Jefferson County EMS (JCEMS) and the Jefferson County Dispatch Center. While patient care remains the utmost priority in the delivery of Emergency Medical Services, consideration should be given to agencies' Certificate of Need and operating authority as referenced in New York State Department of Health's Bureau of Emergency Medical Services Policy Statement 12 06.

**II. ADMINISTRATION**

The Jefferson County EMS Mutual Aid Plan shall be administered by the County of Jefferson through the office of the Emergency Medical Services Director.

**III. DEFINITIONS**

- A. Advance Life Support (ALS) Those medical skills, techniques, and didactic areas of study defined by the State of New York for the training of Advanced EMTs (replaces AEMT I), EMT Critical Care, and Paramedic for the immediate care and management of persons in physiological or psychological distress in the pre hospital or inter facility transfer settings.
- B. Advanced Life Support Ambulance An ambulance vehicle which contains Basic and Advanced Life Support equipment as specified by the State of New York and the North Country Regional ALS Program and, for the purposes of this document, is staffed by a certified Advanced EMT, EMT Critical Care or Paramedic.
- C. Advanced Life Support First Responder (ALSFR) An ALS Certified First Responder Non transporting agency.
- D. Ambulance Any privately or publicly owned motor vehicle, boat, helicopter, or fixed wing aircraft that is specifically designed, constructed, adapted and / or equipped for pre hospital or inter facility care, treatment, and transportation of sick, disabled, or injured persons.
- E. Ambulance Service An agency engaged in pre hospital or inter facility care and transportation of the sick, disabled, or injured using vehicles designated as ambulance, air ambulance, or medivac units under New York State regulations and laws.
- F. Basic Life Support (BLS) Those medical skills, techniques, and didactic areas of study defined by the State of New York for the training of Certified First Responders and Emergency Medical Technicians for the immediate care and management of persons in physiological or psychological distress in the pre hospital or inter facility transfer settings.

- G. Basic Life Support Ambulance An ambulance vehicle which contains Basic Life Support equipment as specified by the State of New York for certified ambulances and is staffed by a State certified Emergency Medical Technician.
- H. Emergency Medical Service (EMS) An organization engaged in the provision of pre hospital emergency medical care.
- I. Multiple Casualty Incident (MCI) An incident which produces a number of patients which are more than the primary response ambulance agency can adequately assess, treat, and / or transport in a timely manner without compromising medical standards, necessitating the assistance of ambulance providers from outside of its primary operating territory.
- J. Mutual Aid The provision of a common service by one or more organizations to another by a reciprocal plan for the purpose of augmenting the service required by the host organization. In the case of organizations that provide transportation and emergency medical care in the pre hospital setting, mutual aid may be requested in the event of, but not limited to, the following: excessive call volume, vehicle break down, need for basic or advanced life support services, or a multiple casualty incident exceeding the ability of local resources to process the number of casualties without a distinct compromise of medical standards.
- K. Pre hospital Care Medical care given to persons in a setting other than a hospital with the intent of transporting those persons to a hospital.
- L. Primary Operating Territory That geographical area specified on the New York State Department of Health Ambulance Certificate or Certificate of registration which defines the usual or normal operating area of an ambulance service.
- M. Primary Response Ambulance Agency The ambulance agency responsible for answering calls within a specific operating territory.

#### **IV. ENTERING AND PARTICIPATING IN THE PLAN**

Any duly established ambulance service operating in Jefferson County may participate in this plan by filing a certified copy of a resolution adopted by the ambulance service with the County Emergency Medical Services office. The resolution shall state that said ambulance service elects to be a participant in this plan, has been thereby authorized to participate and enter into this plan, and will comply with its provisions. Upon filing as hereinabove provided, such resolution shall bind the ambulance service to the terms hereof as if same had been duly executed.

#### **V. WITHDRAWAL FROM THE PLAN**

Any ambulance service may elect to withdraw from this plan by adopting a resolution to that effect. That withdrawal shall become effective ninety (90) days after filing of such notice with the County Emergency Medical Services office.

#### **VI. COMMUNICATION AND FIELD IDENTIFICATION REQUIREMENT**

Participants in this plan will have radio transmitting and receiving capabilities that will allow communications with the Jefferson County 911 Dispatch Center, county hospitals, and other EMS and Fire agencies.



Participants in this plan will have available on each of their ambulances MCI identification vests the designations, "EMS Command", "Triage Officer", "Treatment Officer" and "Transportation Officer". For EMS agencies with multiple ambulances, such vests may be carried in an EASV or supervisor's vehicle in lieu of having vests in each ambulance provided that such vehicles are part of the agencies normal response to major incidents.

## **VII. INSURANCE**

Participants in this plan will be responsible for their own insurance. Each agency is expected to insure their personnel and vehicle(s) regardless of their location, or the location of a mutual aid call under the terms of this plan. Ambulance services responding under this plan assume full responsibility for their personnel, equipment, and the actions of their personnel in the same manner as in day to day operations.

In the case of fire department ambulances, this plan does not supersede the liability responsibility of the municipality to which mutual aid is rendered under New York State General Municipal Law, Section 209, Paragraph 2, and as same may be amended.

## **VIII. ELIGIBLE EMS AGENCIES**

Any ambulance or ALS First Responder unit that is certified and meets New York State Public Health Law, Article 30 and 10 NYCRR Part 800 Requirements and serves within Jefferson County is eligible to participate in this mutual aid plan.

## **IX. OBLIGATION TO RESPOND**

Participants in this plan will respond to the best of their ability as a mutual aid agency with the requested resources to any location within Jefferson County that is outside of their Primary Operating Territory. The obligation to respond will not exist, however, under certain unavoidable circumstances including, but not limited to, maintenance problems, shortage of personnel, accident enroute, or involvement in an existing emergency at the time of request for mutual aid.

## **X. REQUESTS FOR MUTUAL AID**

A request for a mutual aid ambulance or ambulances will be considered valid only if the request comes from the Jefferson County 911 Dispatch Center. Requests may take any of the following forms:

1. Request from a County based ambulance provider.
2. Request from an Incident Commander (within Jefferson County)
3. Request from a law enforcement agency (within Jefferson County)
4. A pre planned and/or automatic request.
5. Request from a Jefferson County based EMS/Fire Agency.
6. Request from the Jefferson County EMS Director or Deputy EMS Coordinator, the Jefferson County Fire Coordinator, Assistant Fire Coordinator or a Deputy Fire Coordinator.

EMS mutual aid may be initiated by the Jefferson County 911 Dispatch Center based upon initial dispatch information, e.g.: multiple patients, or based upon determination of need as circumstances develop in accordance with guidelines set herein.

## **XI. GUIDELINES FOR MUTUAL AID**

Reasons for requesting and / or initiating mutual aid EMS responses include, but are not limited to, the following:

1. A multiple casualty incident. (All departments will follow County's MCI Plan)
2. Pre-existing policies and procedures for the automatic dispatch of ALS mutual Aid on ALS call types (see Appendix 1).
3. Mechanical breakdown of an ambulance enroute to an emergency.
4. The depletion of ambulance resources in a given geographical area due to call volume, or inability of local resources to respond.
5. The utilization of all ambulance resources already assigned to an incident.
6. When BLS or ALS is needed by another agency.

## **XII. MOVE - UPS**

Participants in this plan will, upon request of the EMS Director, Deputy EMS Coordinators, the Fire Coordinator, Assistant Fire Coordinator, Deputy Fire Coordinators or 911 dispatchers, relocate into an area other than their Primary Operating Territory due to either an MCI in progress or excessive call volume that has depleted ambulance resources in an area, provided that a mutual aid ambulance from a neighboring ambulance service having more than one ambulance is either moved into the area for coverage, or is placed on Stand By Alert. Such move ups will not be done without informing dispatch.

In the event that no county EMS or Fire Coordinators are on scene, move ups may be requested by on scene Incident Commander or EMS Command being mindful to maintain coverage throughout the county.

## **XIII. PLANNED MAJOR EVENTS**

Use of EMS resources for planned major events may be considered mutual aid. The Jefferson County EMS Director, Deputy EMS Coordinators and/or other JCEMS personnel must be involved in planning for such events to ensure that the county EMS system is not adversely affected by such events. Dispatch must be aware of the location and duration of such events requiring any relocation of EMS resources. CON holder(s) for the area the event is being planned must be included in the pre planning of the event.

## **IX. MULTIPLE CASUALTY INCIDENTS**

This plan calls for the Jefferson County Emergency Medical Services office to develop and maintain an MCI Response Plan. The MCI Plan shall include the specific procedures to be handled during Multiple Casualty Incidents.

## **X. DISPATCH POLICY**

Normal dispatch procedure for EMS units and dispatch of the EMS Director or Deputy EMS Coordinators is defined by Jefferson County Office of Emergency Management Communications Division Standard Operating Guidelines (SOGs). (See APPENDICES 1 and 2 for current SOGs.)

Such SOGs may be modified from time to time to reflect current requirements, best practices and / or changes in regulations.

## **XI. OTHER MUTUAL AID PLANS – RELATIONSHIP**

The Jefferson County Fire Mutual Aid Plan is charged with providing assistance and protection for all City and County communities in the cases of fire and other emergencies in which the services of equipment and firefighters would be used and to cooperate and act in accordance with the State and Local Laws. The Jefferson County Fire Mutual Aid plan shall operate separately from the Jefferson County Emergency Medical Service Mutual Aid Plan. When fire department ambulances are involved in Mutual Aid their relationship will be determined by the content of the Jefferson County Emergency Medical Services Mutual Aid Plan.

## **XII. WAIVER OF REQUIREMENTS**

Where a hardship may exist in meeting any requirement of this plan, and an ambulance agency still desires to be a participant in this plan, the agency may submit a **Request for Waiver** to Jefferson County to the Emergency Medical Services Director for consideration. The request should specify the extent of the hardship, and provide either a method for coming into compliance in the future, or a suitable permanent alternative to meeting the requirement.

## APPENDIX 1

### **Jefferson County Office of Emergency Management Communications Division Standard Operating Guideline**

<b>FEMS Order:</b> <b>0005-14</b>	<b>Subject: EMS – Medical Priority Dispatch System (MPDS)</b>	<b>Revision Date:</b>  <b>1/1/14</b>	<b>Authority:</b>  <b>Deputy Director</b>
<b>Supersedes</b> <b>0005-13</b>			

#### **1. Policy:**

The immediate and efficient delivery of Emergency Medical Services (EMS) to persons in need is coordinated in Jefferson County by the Office of EMS with the assistance of protocol development by the North Country Regional EMS Council and Regional Emergency Medical Advisory Council (REMAC). These guidelines have been developed to ensure that the appropriate level of care is delivered in the most timely manner possible.

#### **2. Definitions:**

**“Acknowledging the Call”:** EMS agencies may notify Dispatch that they are “acknowledging the call”, however, this does not stop any dispatching timelines as outlined below. EMS agencies may, however, make requests related to the needs of the call at hand such as additional activations after the call has been acknowledged.

**ALS:** Advanced Life Support

**BLS:** Basic Life Support

**EMD:** Emergency Medical Dispatching – established procedure for interviewing callers seeking EMS service to perform pre-arrival medical instruction and to determine the level of care (ALS or BLS) required.

**In-Service:** Ambulance is available to accept another incident or call and has adequate personnel (EMT and driver) on board.

**Responding:** Ambulance is en route to the scene with adequate crew and EMS personnel either on board or en route to meet the ambulance on scene.

**Staffed Ambulance:** Any EMS transport service that has appropriate staff (EMT and driver) on site (i.e. GEMS, TIERS, Fort Drum) or has personnel able to respond and have the ambulance en-route within 4 minutes.

**Status:** Those ambulance providers who have called in their availability to the Jefferson County Dispatch Center, both ALS and BLS prior to the morning and afternoon announcements.

**Status Announcement:** A list of agencies which have not informed dispatch of their availability for the day and / or evening time period will be read during morning and evening announcements. Such agencies will be announced as "Unknown Status."

**3. Guidelines:**

- Dispatch will follow Standard Operating Guidelines related to the interviewing and dispatching of emergency services for all EMS incidents.
- EMS agencies, both ambulance and first-responder providers, will contact the Dispatch Center via telephone and advise Dispatch when they are going to be staffed (as defined above). The Dispatcher will note the agency and time of availability on the EMS Google Calendar. This form will serve as the template from which EMS Dispatch and ALS mutual aid decisions are made by Dispatch.
- Call takers will perform EMD services for an identified patient, when the caller is in a position to either render assistance to the patient or has adequate information to allow the Dispatcher to classify the incident appropriately. **\*NOTE: All calls for EMS in the City of Watertown or in areas primarily serviced by Guilfoyle Ambulance will be transferred to Guilfoyle Ambulance Dispatch for the EMD function.**
- Once the EMD determinant is made they will be classified as follows:

Number (nn) – Phonetic Letter (xx) – Number (nn) ex. 26-Alpha-1

This will be announced using the following phonetics:

A – Alpha  
B – Bravo  
C – Charlie  
D – Delta  
E – Echo  
Ω - Omega

- Upon receipt of the EMD response determinant, the Dispatcher will advise the EMS agency that has been dispatched when the unit calls en route.
  - For those calls where Guilfoyle Ambulance Service performs EMD outside of the City of Watertown, they are to contact the 9-1-1 Communications Center and advise of the EMD response determinant to be relayed to the appropriate First Responder agency.

- For calls in the City of Watertown requiring Fire Department EMS response, the Guilfoyle Dispatcher will come up on the City Fire Dispatch Channel and advise responding City Fire Units of the appropriate response determinant.

#### 4, **EMS Dispatching Time Lines:**

**The following time-line will be followed by Jefferson County Dispatch for the dispatching of EMS Agencies when:**

- ▶ **EMD has determined the incident to be BLS.**
- ▶ **EMD has not been completed.**
- ▶ **EMS responses to Stand-by (i.e. structure fire, hazmat incidents, etc.):**

0 Minutes      Request for ambulance made to the Dispatch Center.  
If appropriate, Dispatch forwards call to GEMS for EMD.  
Dispatch activates ambulance service which holds CON for that location.  
If CON holder status is UNKNOWN, closest staffed ambulance (as defined above) will be dispatched.

4 Minutes      Repeat above procedure

8 Minutes      Repeat above procedure

**The following time-line will be followed by Jefferson County Dispatch for the dispatching of EMS Agencies once EMD determines that the call is a Charlie determinant.**

If CON holder status is UNKNOWN, closest EMS agency and ALS (if needed per EMD protocols) will be dispatched

Immediately upon EMD determination:      If primary ambulance service has not called en route as ALS or is not listed on the ALS In-Service Form as such, Dispatch will dispatch the closest ambulance service listed as **in-service** as ALS on the ALS In-Service Form.

4 Minutes      If no ALS ambulance has called en route, Dispatch will activate the next closest **in service ALS agency**.

8 Minutes      If no ALS ambulance has called en route, Dispatch will dispatch the closest **staffed ALS agency**.

**The following time-line will be followed by Jefferson County Dispatch for the dispatching of EMS Agencies when EMD advises Delta OR Echo determinant:**

Immediately upon EMD determination:      If primary ambulance service has not called en route as ALS, Dispatch will dispatch the closest **in-service ALS agency**.

4 Minutes      If no ALS is en route, Dispatch will dispatch the closest **staffed ALS agency**.

## **5.      Additional Information**

The ambulance agency which holds the CON for an area may cancel mutual aid that has been dispatched to that area only if they are en route with appropriate staff and will arrive at the incident sooner than the mutual aid incident.

- Radio communications during EMS-only incidents will adhere to the guidelines set forth in the Fire & EMS Policy & Procedures (0003-03).
- Once an EMS Agency “acknowledges the call” to Dispatch, they may provide additional direction to Dispatch as to what actions are to be taken, including in the event that the agency is not able to achieve manpower or level-of-care necessary for the call. Dispatch will note the time of the acknowledgement in the CAD narrative but will continue to follow timeline protocols as appropriate for ALS and BLS calls until such time that an ambulance is en route.
- Medical personnel who have been granted permission to operate mobile or portable radios, as outlines in the relevant sections of this manual, should only call en route to the station if that action will provide clarification for Dispatch and other agency personnel.
- Only the first ALS provider en route should notify dispatch and indicate as to whether they are responding to the scene or the station.

## **6.      Agency Availability**

Tracking of agency availability will be done by means of a Google Calendar. All dispatch staff will have this calendar application logged onto their internet computer at all times. It may be minimized however the calendar needs to be available immediately.

Directions to log into the account:

*Redacted to maintain calendar security.*

## APPENDIX 2

### Jefferson County Office of Emergency Management Dispatch Division Standard Operating Guideline

<b>FEMS Order:</b> <b>0015-13</b>	<b>Subject: Dispatching Deputy Fire &amp; EMS Coordinators</b>	<b>Effective Date:</b>  <b>10/7/13</b>	<b>Authority:</b>  <b>Deputy Director</b>
<b>Replaces:</b> <b>0015-06</b>			

**Policy:** It will be the policy of the Jefferson County Communications Center to ensure proper notification is made for Deputy Fire and EMS Coordinators for **CONFIRMED** situations or events requiring their notification or response.

**Purpose:** To provide Jefferson County Dispatchers with guidance for activation of Deputy Coordinators involving incidents requiring notification or response.

**Guidelines:** Dispatchers shall dispatch **Deputy Fire Coordinators**, for **confirmed** incidents of the following types:

- Structure Fires
- Large Grass Fires
- ANY **confirmed** fire or emergency event where **three (3) or more** fire departments are involved. *This precludes automatic alarms where automatic mutual aids may require more than two departments respond.*

Dispatch and notification of Deputy Fire Coordinators shall be done in the following manner:

1. Pre-announce "Notification for Deputy Coordinators"
2. Send Deputy Coordinator Tones
3. Announce the call as normal dispatch procedure beginning with "Notification for Deputy Coordinators"
4. Dispatch DEPC in CAD system and any subsequent Deputy Coordinators as they call enroute.

Dispatchers shall dispatch **EMS Deputy Coordinators**, for incidents of the following types:

- Any incident where **three (3) or more** ambulances are required



Dispatch and notification of EMS Coordinators shall be done in the following manner:

1. Pre-announce "Notification for EMS Deputies"
2. Send EMS Deputy Tones
3. Announce the call as normal dispatch procedure beginning with "Notification for EMS Deputies"
4. Dispatch EMS in CAD system and any subsequent EMS Coordinators as they call enroute.

Dispatchers shall dispatch both **Deputy Fire and EMS Coordinators**, for incidents of the following types:

- Aircraft Emergencies (during initial dispatch per the CAD system unit recommendations)
- Any event requiring an evacuation
- Industrial Accidents
- Weather Alerts

Dispatchers may activate Deputy Coordinators' or EMS Deputies tones for any incident, at their discretion, upon an initial report or upon the receipt of additional incident information where the response of a Deputy Coordinator or EMS Deputy may be appropriate or that the duration of the incident or its complexity (entrapment, Serious P. I., Multiple injuries) may require additional incident support.

Should any department respond to an incident that did not meet the criteria for Deputy Coordinator or EMS Coordinator activation and the department subsequently requests that a Coordinator respond, activate the appropriate Coordinators as per the request.

### **APPENDIX 3**

#### **Participating Agencies**

***\* Currently all transporting EMS agencies participate in the mutual aid plan. A new list will be attached after adoption by agencies.***

## PROPOSED CHANGES TO THE WATER LAW

(proposed changes in **bold**)

### 1-0 – Definitions

#### C SEASONAL USER

Any person, firm or corporation who takes and uses water furnished directly or indirectly from the mains of the Village to their residence, business, or other premises **if the water meter is removed for at least part of a quarter. Seasonal water rates shall be set annually by the Village Board and become effective at the beginning of each fiscal year.** for not more than 274 consecutive days per year.

#### 1-1 Connection to Village system required; hookup fee

##### B.

The Board of Trustees is enabled to establish the minimum rate of \$500 for new water hookup fees, with the authority to charge the actual cost of time and materials above and beyond the minimum, or to otherwise modify the rate, by simple resolution of the Board.

**The Board of Trustees in accordance with NYS Village Law Section: 11-1112 establishes that the actual costs of labor and material in connection with the hook up installation will be at the sole expense of the applicant or property owner. The Village Clerk will maintain a current price list for materials and the annually defined fee schedule of Village employee labor.**

##### E.

Upon **written** application ...