

Lancaster County Council Public Safety Committee

Tuesday, September 15, 2015

County Council Conference Room
Council Administration Building
100 N. Main Street
Lancaster, SC 29720

1. **Call to Order – Committee Chair Steve Harper** 8:00 a.m.
2. **Approval of the agenda** *[deletions and additions of non-substantive matters]*
3. **Minutes of the August 11, 2015 pgs. 2-4**
4. **Citizens Comments**
5. **Discussion / Action Items**
 - a. Riverside Fire Department Assistance to Firefighters Grant – *Darren Player – pgs. 5-11*
 - b. Update on radio system – *Chris Nunnery – pgs. 12-13*
 - c. Plans for expansion at Rich Hill Fire Department – *Steve Willis – pgs. 14-20*
 - d. Update on Public Safety Director position – *Steve Willis*
 - e. Update from Fire Fee Board Subcommittee – *Larry McCullough*
 - f. Sale of older EMS units to purchase a new unit – *Clay Catoe – pg. 21*
 - g. Update regarding forensic lab – *Sheriff Faile – pgs. 22*
6. **Adjournment**

Anyone requiring special services to attend this meeting should contact 285-1565 at least 24 hours in advance of this meeting.

Lancaster County Council Public Safety Committee agendas are posted at the Lancaster County Administration Building and are available on the Website: www.mylancaster.org



DRAFT

Minutes of the Lancaster County Council Public Safety Committee Meeting

101 N. Main Street, Lancaster, SC 29720

Tuesday, August 11, 2015 at 8:00 a.m.

Council Members present were Steve Harper and Bob Bundy. Larry McCullough was absent. Also present was Steve Willis, Debbie Hardin, John Weaver, various Department Heads and spectators. A quorum of the Lancaster County Public Safety Committee was present for the meeting.

The following press was notified of the meeting by e-mail or by fax in accordance with the Freedom of Information Act: Lancaster News, Kershaw News Era, The Rock Hill Herald, Fort Mill Times, Cable News 2, Channel 9 and the local Government Channel. The agenda was also posted in the lobby of the County Administration Building the required length of time and on the county website.

Approval of the agenda

Bob Bundy moved to approve the agenda as written. Passed 2-0.

Minutes of the July 14, 2015 meeting

Bob Bundy moved to approve the minutes of the July 14, 2015 meeting. Passed 2-0.

Citizens Comments

There were no citizens' comments.

Discussion / Action Items

Approval for Local Emergency Management Performance Grant (LEMPG)

Darren Player reported this is an annual 100% financial grant with local match of in-kind services provided by County personnel. The funds will be used to replace the command vehicle assigned to Patrick Helms. It is a SUV vehicle with extra communication and command/control equipment for use at emergency services.

Bob Bundy moved to recommend favorably to Council. Passed 2-0.

DRAFT

Approval for FEMA Grant on behalf of Tradesville Fire Department

Steve Willis informed the Committee that this is a FEMA Assistance to Fire Fighters grant. It is a 95% grant with a 5% local match. The grant will purchase a washer/extractor and air dryer for firefighter turnout gear. The funding would total \$17,018; with grant funding of \$16,208 and a local match of \$810.

Bob Bundy moved to recommend favorably to Council. Passed 2-0.

Approval of FEMA Grant on behalf of Flat Creek Fire Department

Steve Willis informed the Committee that this a FEMA Assistance to Fire Fighters grant. It is a 95% grant with a 5% local match. The funds will purchase thirteen (13) sets of wild land turnout gear. The funding would total \$14,465; with grant funding of \$13,777 and local match of \$688.

MOTION was made by Bob Bundy to recommend favorably to Council. Passed 2-0.

Authorization to submit request for bids for the purchase of fire apparatus, to include engines, tankers and rescues.

Darren Player discussed that the Lancaster County Fire Commission has worked on specifications for the past 18 months and are now ready to be part of a bid package. The Fire Commission is seeking approval to issue the bid proposal documents to Lancaster County Procurement.

Bob Bundy moved to recommend favorably to Council. Passed 2-0.

Acceptance of the FEMA grant for Volunteer Firefighter Recruitment and Retention

Steve Willis discussed that this is the SAFER Grant that Council authorized submission earlier in the year. It is a three-year 100% funded grant for \$1,048,905. If the grant were successful, we would anticipate continuation of funding, from local resources, of the recruitment and retention portion. Some components such as advertising may be trimmed or eliminated.

Bob Bundy moved to recommend favorably to Council. Passed 2-0.

DRAFT

Adjournment

Bob Bundy moved to adjourn. Passed 2-0.

Respectfully Submitted:

Approved by the Public Safety Committee

Debbie C. Hardin

Clerk to Council

Steve Harper, Chairman

Agenda Item Summary

Ordinance # / Resolution#:

Contact Person / Sponsor: Darren Player/Lancaster County Fire Commission

Department: Fire Rescue

Date Requested to be on Agenda: September 15, 2015 Public Safety Committee Meeting

Issue for Consideration: Riverside Fire Department received an award for their Assistance to Firefighters Grant Program (AFG) application. The Fire Commission voted during their September 3, 2015 meeting to forward this award to the Public Safety Committee for its consideration with the request it be forwarded to Council and receive permission to accept the grant and receive the 5% match needed for the Federal share.

Points to Consider: (1) Local share 5% match for the grant is \$2,129.00 with a Federal Share of \$42,592 for a total grant award of \$44,721; (2) County Council approval to provide the local share 5% match. The grant communications equipment will compliment the new radio system the county is in the process of acquiring through the 1 cent sales tax program. The equipment to be purchased includes: 1 dual head mobile 800 Mhz radio; 3 single head mobile 800 Mhz radios; 10 portable 800 Mhz radios along with one year subscription costs for the radios to be allowed access to the Palmetto 800 radio system at a rate of \$19/month per radio unit.

Funding and Liability Factors: Funding is provided in large part by the Federal Grant Award. The only liability to the county would be to provide the 5% local share match of \$2,129. After the one year period of performance for the grant has expired, the monthly costs for access to the Palmetto Radio system for each radio unit would need to be budgeted expenditure, unless the new system is online by that time.

Council Options: Council may allow acceptance of the grant and provide the 5% local share match or Council can deny acceptance as well as the local share 5% match.

Recommendation: The Lancaster County Fire Commission and Fire Rescue Staff recommend County Council allow acceptance of the grant and provide the local share 5% match of \$2,129.00.

Award Package

RIVER SIDE

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. Stephen Gardner
Riverside Volunteer Fire Department
1875 Riverside Rd
Lancaster, South Carolina 29720-8844

Re: Award No.EMW-2014-FO-00657

Dear Mr. Gardner:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2014 Assistance to Firefighters Grant has been approved in the amount of \$42,592.00. As a condition of this award, you are required to contribute a cost match in the amount of \$2,129.00 of non-Federal funds, or 5 percent of the Federal contribution of \$42,592.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2014 Assistance to Firefighters Grant Funding Opportunity Announcement.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email

indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,

A handwritten signature in blue ink, appearing to read "B. Kamoie", with a horizontal line drawn underneath.

Brian E. Kamoie
Assistant Administrator for Grant Programs

Summary Award Memo

**SUMMARY OF ASSISTANCE ACTION
ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM
Application**

INSTRUMENT: GRANT
AGREEMENT NUMBER: EMW-2014-FO-00657
GRANTEE: Riverside Volunteer Fire Department
DUNS NUMBER: [REDACTED]
AMOUNT: \$44,721.00, Operations and Safety

Project Description

The purpose of the Assistance to Firefighters Program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards.

After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant program's purpose and worthy of award. The projects approved for funding are indicated by the budget or negotiation comments below. The recipient shall perform the work described in the grant application for the recipient's approved project or projects as itemized in the request details section of the application and further described in the grant application narrative. The content of the approved portions of the application - along with any documents submitted with the recipient's application - are incorporated by reference into the terms of the recipient's award. The recipient may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval, via amendment request, from FEMA.

Period of Performance

14-AUG-15 to 13-AUG-16

Amount Awarded

The amount of the award is detailed in the attached Obligating Document for Award. The following are the budgeted estimates for object classes for this grant (including Federal share plus recipient match):

Personnel:	\$0.00
Fringe Benefits	\$0.00
Travel	\$0.00
Equipment	\$37,781.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$3,192.00
Indirect Charges	\$0.00
State Taxes	\$3,748.00
Total	\$44,721.00

NEGOTIATION COMMENTS IF APPLICABLE (max 8000 characters)

The Program Office has made the following reductions to your grant:

The approved cost for Portable radios is \$2400 not \$3121.

The approved cost for Mobile radios is \$3500 not \$5353.

Therefore, they have recommended the award at this level:

Total budget \$44,721

Federal share \$42,592

Applicant share \$2,129

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist:
Chanee Williams at Chanee.Williams@fema.dhs.gov

FEMA Officials

Program Officer: The Program Specialist is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant, please call the AFG Help Desk at 866-274-0960 to be directed to a program specialist.

Grants Assistance Officer: The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. The Officer conducts the final business review of all grant awards and permits the obligation of federal funds. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a Grants Management Specialist.

Grants Operations POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this grant award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

ADDITIONAL REQUIREMENTS (IF APPLICABLE) (max 8000 characters)

The Program Office has made the following reductions to your grant:

The approved cost for Portable radios is \$2400 not \$3121.

The approved cost for Mobile radios is \$3500 not \$5353.

Therefore, they have recommended the award at this level:

Total budget \$44,721

Federal share \$42,592

Applicant share \$2,129

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist:
Chanee Williams at Chanee.Williams@fema.dhs.gov

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1a. AGREEMENT NO. EMW-2014-FO-00657	2. AMENDMENT NO. 0	3. RECIPIENT NO. [REDACTED]	4. TYPE OF ACTION AWARD	5. CONTROL NO. W494333N
6. RECIPIENT NAME AND ADDRESS Riverside Volunteer Fire Department 1875 Riverside Rd Lancaster South Carolina, 29720-8844	7. ISSUING OFFICE AND ADDRESS Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 POC: Rosalie Vega	8. PAYMENT OFFICE AND ADDRESS FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472		
9. NAME OF RECIPIENT PROJECT OFFICER Stephen Gardner	PHONE NO. 8032867663	10. NAME OF PROJECT COORDINATOR Catherine Patterson	PHONE NO. 1-866-274-0960	
11. EFFECTIVE DATE OF THIS ACTION 14-AUG-15	12. METHOD OF PAYMENT SF-270	13. ASSISTANCE ARRANGEMENT Cost Sharing	14. PERFORMANCE PERIOD From:14-AUG-15 To:13-AUG-16	

Budget Period
From:23-JAN-15 To:30-SEP-15

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
AFG	97.044	2015-F4-C111-P4310000-4101-D	\$0.00	\$42,592.00	\$42,592.00	\$2,129.00
TOTALS			\$0.00	\$42,592.00	\$42,592.00	\$2,129.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
N/A

DATE
N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
Rosalie Vega

DATE
13-AUG-15

[Go Back](#)

Agenda Item Summary

Ordinance # / Resolution#: N/A

Contact Person / Sponsor: Chris Nunnery

Department: Public Safety Communications

Date Requested to be on Agenda: 9-15-15

Issue for Consideration:

This will be an update on the planning of the County's new radio system. The information provided will be a general overview of the process to date.

Points to Consider:

There are several options to consider moving forward with the project York County as expressed interest in partnering with the County as well as Charlotte. Both have valid options and would have strong points to be considered. Discussions with York have been more so than with Charlotte but with both options the County would own and maintain the all equipment and towers. The other option is to fully join the Palmetto 800 system which is basically a Coop of 800 radio users from all over the State. We currently have 89 radios County wide that use this system for interoperability among all the emergency service within the County. In those radio are the York and Charlotte radio systems as well to access their systems if needed. The Palmetto system will have a onetime impact fee and then require an annual maintenance charge which would be negotiated during contract discussions. The Palmetto system has options to allow credits that could be applied for existing equipment, building and land. Also in that option we are locked into a fixed radio limit for the contract term to control the cost and allow for the long term budgeting of the maintenance cost. This is the option that other Counties throughout the State have selected as a solution for them mainly because the option of a York or Charlotte was not available to them within their area. Motorola will provide several of the Counties and the cost by Monday the 14th for review at the committee meeting.

Funding and Liability Factors:

Council Options:

Recommendation:

Radio Request Information

<u>Radio</u>	<u>LCSO</u>	<u>LPD</u>	<u>LCEMS</u>	<u>LFD</u>	<u>LCFR</u>	<u>LCPSC</u>	<i>Totals</i>
<u>APX 7000 Command</u>						2	2
<i>Hand Held Dual Band</i>							
<u>APX 7500 Command</u>							
Dual Head	1		20	1	2	1	25
Rugged Dual							
<i>Mobile Dual Band</i>							
<u>APX 6000</u>	139	60	100	44	100	4	447
<i>Hand Held Single Band</i>	S/15		(RG)	(RG)	(RG)		
<u>APX 6500</u>	78	35	12	11	115		251
<i>Mobile Single Band</i>							
<u>APX 4000</u>	78	35	12	11	200		251
<i>Hand Held Single Band</i>			(RG)	(RG)	(RG)		
<u>APX 4500</u>			8	2	0	15	25
<i>Mobile Single Band</i>							
<u>Console/APX 7000</u>	1					12	13
<u>IN Service</u>	38	7	15	8	18	2	

Radios currently with the Palmetto system

Lancaster County Fire Service- 18
Lancaster County EMS- 15
Lancaster County Sheriff's Office- 38
Lancaster County Coroner's Office- 1
Lancaster County Public Safety- 2
Lancaster City Fire Department- 8
Lancaster City Police Department- 7

Agenda Item Summary

Ordinance # / Resolution#:	Information
Contact Person / Sponsor:	Steve Willis on behalf of Fire Chief Leonard Sims
Department:	Admin/ Rich Hill FD
Date Requested to be on Agenda:	Public Safety Committee – September 15, 2015

Issue for Consideration:

Plans for expansion at Rich Hill Fire Department.

Points to Consider:

The Committee asked to see them.

Chief Sims has had the cost estimates updated as of one week ago.

Funding and Liability Factors:

Funding from the proposed sale of fire apparatus would go towards this project.

There would be no direct outlay of tax dollars.

Council Options:

Approve or reject the proposed use of proceeds from the sale.

Staff Recommendation:

Approve as presented by the Fire Commission.

Committee Recommendation:

To be determined.



Integrity in People-Product-Performance

BUDGET ESTIMATE for 50' X 80' Addition

Rich Hill Fire Department
3089 Rocky River Rd.
Heath Springs, SC

August 14, 2015

FROM:

MCON Construction Co., Inc.
PO Box 10
Richburg, SC 29729
Contact: Gary Howell

Thank you for allowing MCON Construction Co., Inc. the opportunity to provide pricing for the above referenced project. We will submit a user friendly proposal identifying items that may not be specified or totally identified, and in a few cases, an allowance will be given for those items.

P.O. BOX 10 RICHBURG,
SC 29729

GENERAL CONDITIONS (Included):

- 1) Project Superintendent to supervise, schedule, coordinate and insure quality workmanship for duration of the project.
 - 2) Temporary toilet facilities for all construction workers.
 - 3) Mobilization, daily clean-up, trash haul, final clean, required insurance and associated general conditions cost for our portion of the work.
 - 4) Allowance of \$10,500 included for architectural plans for building permits.
 - 5) Allowance of \$3,500 included for site plans sealed by a Civil Engineer.
 - 6) Building Permits fees are not included (we assume the county will waive those):
- Budget Amount: \$ 38,329.00**

SITE WORK:

- 1) No site work included, It is understood that the county will provide all site work.
- 2) No water, sewer or storm water drainage included.

CONCRETE:

- 1) We include the 6" concrete slab using 3000 psi fiber-mesh, reinforced concrete.
 - 2) Footings and foundation as required to meet local codes.
 - 3) 1 – 30'x60'x6" and 1-30'x25'x6" concrete pads at exterior sectional doors.
- Budget Amount: \$ 46,106.00**

Masonry:

Brick veneer front of building to match existing.

Budget Amount: \$ 15,451.00

FINISHES:

We include an allowance of \$32,000 to build the office/kitchen/training area as shown. This includes walls, ceilings, flooring, doors, cabinets, plumbing ,electrical and HVAC.

Budget Amount: \$36,800.00
(Includes buliders overhead and mark-up)

METAL BUILDINGS: Furnish and erect a 4,000 SF NUCOR pre-engineered metal building.

- 1) Roof to be 1/12 pitch galvalume standing seam with 20' eave.
- 2) Wall to be 26GA color multi-rib panels(color selected from color ch art)
- 3) Roof insulation to be R-26, walls R-19.
- 4) 5' canopy to match existing across front of building as shown.
- 5) 3-3070 pre-hung steel walk doors with hardware.
- 6) 2-2060 and 3-3030 storefront insulated windows
- 7) 4- 12x14 all glass and aluminum sectional doors, new doors to be installed on the front of the building with two existing doors being removed and installed on the rear of the building .

BUDGETED AMOUNT: \$ 109,225.00

Contingency Amount: \$ 25,000.00

This Contract is subject to arbitration pursuant to the South Carolina Uniform Arbitration Act.

- ☐ Prices are good for 30 days from date of quote.
- ☐ MCON Terms and Conditions of Sale shall apply and is included with this proposal.

TOTAL BUDGET AMOUNT FOR THIS PROJECT: \$ 270,911.00

Thank you for contacting MCON and we look forward to working with you on your project.

Accepted By: _____

Date: _____

Accepted By: _____

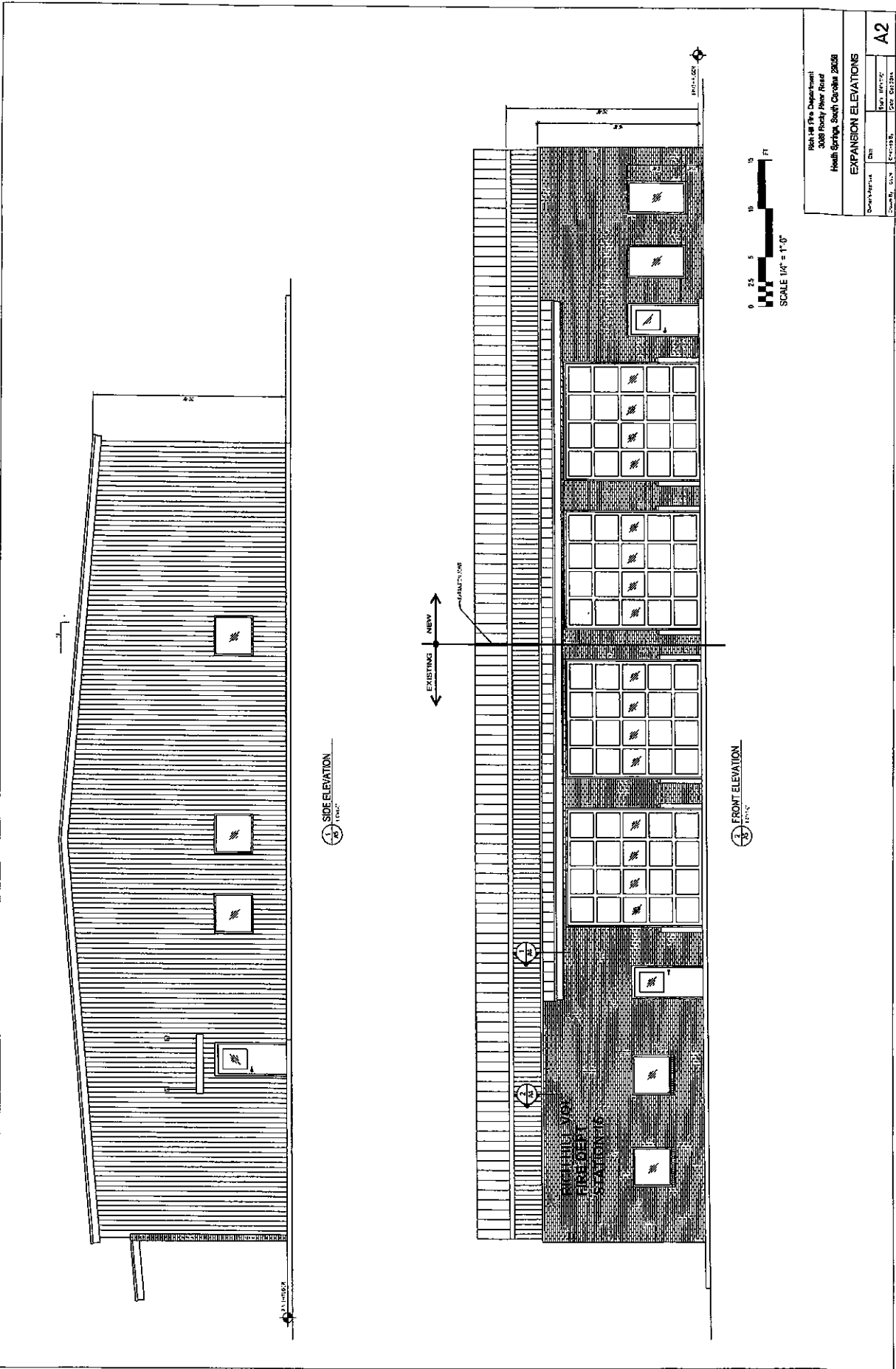

Gary Howell / Vice President-Sales
MCON Construction Company, Inc.

Date: 8-14-15

Alternate #1:

Add allowance to furnish and install new septic system. The price is based on common practice, firm number to be established after permit has been pulled.

Allowance \$5,500.00



Agenda Item Summary

Ordinance # / Resolution#:

Contact Person / Sponsor: Clay Catoe, EMS

Department: Administration

Date Requested to be on Agenda:

Issue for Consideration:

Selling of current older EMS Units that are high maintenance issues and allowing funds to be used for a replacement ambulance.

Points to Consider:

Current cost of continuous repair of these units to keep on the road.

Funding and Liability Factors:

Partial funding from sell of current older used ambulances.

Council Options:

Recommendation:

Pursue the thought and review numbers with potential of moving the Administrative Committee.

Agenda Item Summary

Ordinance # / Resolution#:

Contact Person / Sponsor: Sheriff Barry Faile

Department: Sheriff's Office

Date Requested to be on Agenda: 9/15/2015

Issue for Consideration:

Sheriff Faile and the Sheriff's Office want to point out some items that will need to be addressed within the next few years concerning the future drug lab.

Points to Consider:

Changes in legislation will require that all drug labs be accredited according to standards set by the Forensic Science Board and the Office of Forensic Science and that all personnel who perform forensic work become certified in their fields by meeting basic requirements.

Funding and Liability Factors:

There are a few funding issues to be considered as we move forward with the project:

- maintenance fees that will be required to maintain the equipment and instruments that will be used
- the costs of the accreditation of the lab (to include upfront cost and the cost to continue to remain accredited)
- the cost for personnel to become certified. The total cost for salaries and annual accreditation and the maintenance fees is estimated at \$150,000.00.

Council Options:

I want to allow Council sufficient time to review and determine funding availabilities for this project. I do not want there to be any unexpected costs associated with this project moving forward. This is an attempt to keep the committee abreast of what is to be expected.

Recommendation:

I have a few reservations about certain parts within the project. I will elaborate more with the committee, but for example, I am concerned about hiring a second chemist when there isn't a workload to currently substantiate a second. There are a few others items that can be addressed during the meeting as well.