AGENDA
JUDICIAL & PUBLIC SAFETY COMMITTEE
Wednesday, March 11, 2020
Sheriff's Office – Training Room, 7445 County House Rd. – to follow Planning

CALL TO ORDER: By Hon. Andy Dennison, Chair

MEMBERS: Legislators Keith Batman, Elane Daly, Michael Didio, Heidi Nightengale, Hans Pecher (Vice Chair), and Tucker Whitman

MINUTES TO APPROVE: February 12, 2020

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Denise Spingler (911) –**
  - Staffing Concerns
    - Dispatchers 1&2 – Lost due to inability to overcome deficiencies during training
    - Dispatcher 3 – Lost due to medical conditions
    - Dispatcher 4 – Lost to new job
      - 20% of my staff
        - Awaiting canvass letters to being interviewing; training class planned for 4/13 or 4/20
  - Supervisory Concerns
  - Coronavirus Update – continuing to screen callers; working on a contingency plan should we experience internal illnesses
  - Dispatcher Training – **Enhanced Caller Management (April)**
    - Reinforces active listening, handling infrequent critical calls, performing in a crisis

- **Lloyd Hoskins (Assigned Counsel/Stop DWI) – No updates**
- **Dr. Adam Duckett (Coroner) – No updates**
- **Jon Budelmann (District Attorney) – No updates**
- **Amy Russett (Fire/EMO) –**

  The Emergency Management office has hired a Deputy Director, Harry Sherman. He started in the office on March 2, 2020.

  Bi-weekly Ontario Lake calls with NYS have been productive in assessing stockpile inventories and continuous communications are happening with Town of Sterling Supervisor and Village of Fair Haven Mayor.

  Communications are happening between EMO and CC Dept. of Health regarding COVID-19 and being disseminated to our first responders

- **Jay DeWispelaere (Probation) – No updates**
- **Brian Schenck (Sheriff) –**
  - Members of the Cayuga County Sheriff's Employee Association (Custody Union), the Sheriff, and the Legislature reached a proposed bargaining agreement for a term of four years. The proposed agreement was ratified by the union on Tuesday March 3rd.
  - The Sheriff did meet with administrative staff of the Part Byron High School to continue discussing the possibility of contracting with the school to provide a Student Resource Officer utilizing a Special Patrol position within the Sheriff's Office. Talks are continuing and appear to be moving in a positive direction. HR and the Sheriff are also working together to finalize a draft job description to present to the legislature next month.
  - The Sheriff and Administrative Staff continue to look at options to update our 556 page policy and procedure manual. With continually changing laws, mandates, and best practices, it is crucial and challenging to maintain current policy and procedure. An electronic version would improve efficiency. Working with an outside provider to maintain our policy would also improve our efficiency but more importantly, limit our liability as our policy would continually be updated

utilizing the most recent best practices and immediately incorporating changes to the law. There would be additional cost to move in this direction; however, the cost to utilize staff internally is much greater.

- At the time of this report we are housing 125 inmates in our jail with 42 of those inmates being Federal board ins. We are maintaining 6 open (budgeted) staff positions in the jail; however, we may need to consider filling 2 or 3 of those positions in the coming months with challenges we are facing with the new Centralized Arraignment Court and volume – see below.
- Our new Centralized Arraignment Part (CAP) Court and pre arraignment detention has been in place and operational at the jail since February 11th. In less than a month, and at the time of this report, we have processed 36 people through the court with detainees being housed from the New York State Police, Auburn Police Department, and our Sheriff's Office. This is a much higher number than we anticipated and we will need to monitor this for the next month or two to determine the future impact on our staffing levels at the jail.

RESOLUTIONS:

911:

3-20-JP-1 Authorization to fill two vacant part-time Emergency Services Dispatcher position due to vacancies

3-20-JP-2 Authorization to fill one vacant Emergency Services Dispatcher positon due to a resignation

3-20-JP-3 Authorization to fill one vacant Emergency Services Dispatcher position due to a resignation

3-20-JP-4 Authorizing the Chair of the Legislature to enter into an agreement with Nick Colas for GIS Management and Services for the Cayuga County E-911 Center.

3-20-JP-5 Authorization to create and fill the position of 911 Data Analyst in the Cayuga County E-911 Center

DISTRICT ATTORNEY:

3-20-JP-6 Authorizing the District Attorney to fill FT Senior Assistant District Attorney vacancy in the District Attorney's Office

3-20-JP-7 Authorization to create a full-time Assistant District Attorney position in the District Attorney's Office and setting the salary (2/3)

PROBATION:

3-20-JP-8 **(DRAFT)** Authorizing the Cayuga County Probation Department to enter into a contract with Cayuga Counseling Services to provide Alternatives to Incarceration services, composed of Alternative sentencing and Pretrial Diversion

SHERIFF:

3-20-JP-9 Authorize the Sheriff to purchase a new Chevrolet Pickup Truck to replace an existing 2011 Chevrolet Pickup Truck to be utilized by the inmate work crew.

ADJOURNMENT: Wednesday, April 8, 2020 to follow Planning

If you have a disability and need accommodations, please call the Clerk of the Legislature's office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

3-20-JP-1

RESOLUTION NO. _____ 3/24/20 911 PT time fill

AUTHORIZATION TO FILL TWO VACANT PART-TIME EMERGENCY SERVICES DISPATCHER POSITION DUE TO VACANCIES.

BY: Mr. Andrew Dennison, Chairperson, Judicial and Public Safety Committee
Mr. Christopher Petrus, Chairperson, Ways & Means Committee

WHEREAS, the Cayuga County 911 Center currently has two vacant Part-Time Emergency Services Dispatcher positions; and

WHEREAS, current vacancies are causing excessive amounts of overtime; to help alleviate some of the open shifts we need to fill the Part-Time Emergency Services Dispatcher positions for continuity of services; and

WHEREAS, there is money in the 911 budget account A30201 51002 to fund position; now therefore be it

RESOLVED, that positions (#1914 & #1892) be filled, and that the 911 Administrator be hereby authorized to fill the vacant Part-Time Emergency Services Dispatcher positions from the existing Civil Service list; and be it further

RESOLVED, that the position be filled in accordance to the Cayuga County Civil Service Rules and Regulations and the Policies of the County of Cayuga.

Judicial & Public Safety	**Ways & Means Committee**
Andy Dennison, Chair	Christopher Petrus, Chair
Keith Batman	Keith Batman
Elane Daly	Elane Daly
Michael Didio	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Tucker Whitman	Tucker Whitman

Co. Atty.

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	3/2/2020
Authorization To:	Fill Only

** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department

** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department

Do you anticipate this request to result in fill-behinds?	Yes
Cayuga County Department	E911
Job Title Being Requested (Exact Civil Service Title)	Part-Time Emergency Services Dispatcher
Position Control Number	1914 & 1892
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A30201 51002
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	CSEA
CSEA Grade	11

Probationary Salary Amount	22.59
Step 4 Amount (CSEA)	22.59
Starting Salary for Position Requested	22.59/hr
Justification for Salary Requested	Salary is contractual
Does position include fringe benefits?	No
What is the justification for filling this position AND why is it important for your department?	The position is necessary to keep the center staffed adequately. This also saves on overtime and staff burnout. Keeping seats filled ensures call answer times are met. We are hopeful that filling these seats will provide us with a better return during the training period.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	The position will be budgeted.
Department Head	Denise A. Spingler
Date	3/2/20
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

LHLIppoldt HR Administrator 2/3/2020 Approval

3-20-JP-2

RESOLUTION NO. _____ 3/24/20 911 Fulltime fill

AUTHORIZATION TO FILL ONE VACANT EMERGENCY SERVICES DISPATCHER POSITION DUE TO A RESIGNATION.

BY: Mr. Andrew Dennison, Chairperson, Judicial and Public Safety Committee
Mr. Chris Petrus, Chairperson, Ways & Means Committee

WHEREAS, the Cayuga County 911 Center currently has one vacant Full-Time Emergency Services Dispatcher position due to a resignation; and

WHEREAS, it is necessary to fill the Emergency Services Dispatcher positions for continuity of services; and

WHEREAS, there is money in the 911 budget account A30201 51001 to fund position; now therefore be it

RESOLVED, that position (#1875) be filled, and that the 911 Administrator be hereby authorized to fill the vacant Emergency Services Dispatcher position from the existing Civil Service list; and be it further

RESOLVED, that the position be filled in accordance to the Cayuga County Civil Service Rules and Regulations and the Policies of the County of Cayuga.

Judicial & Public Safety	**Ways & Means Committee**
Andy Dennison, Chair	Christopher Petrus, Chair
Keith Batman	Keith Batman
Elane Daly	Elane Daly
Michael Didio	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Tucker Whitman	Tucker Whitman

Co. Atty: _____

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	2/27/2020
Authorization To:	Fill Only

** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department

** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department

Do you anticipate this request to result in fill-behinds?	Yes
Cayuga County Department	E911
Job Title Being Requested (Exact Civil Service Title)	Emergency Services Dispatcher
Position Control Number	1875
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A30501 51001
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	CSEA
CSEA Grade	11
Probationary Salary Amount	42,880
Step 4 Amount (CSEA)	47,565

Starting Salary for Position Requested	42,880
Justification for Salary Requested	Salary is contractual
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The position is necessary to keep the center staffed adequately. This also saves on overtime and staff burnout. Keeping seats filled ensures call answer times are met. Retirement of P Deluca
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	The position will be budgeted.
Department Head	Denise A. Spingler
Date	2/27/20
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

LHLippoldt HR Admin approved 2/28/2020

3-20-JP-3

RESOLUTION NO. _____ 3/24/20 911 Fulltime fill

AUTHORIZATION TO FILL ONE VACANT EMERGENCY SERVICES DISPATCHER POSITION DUE TO A RESIGNATION.

BY: Mr. Andrew Dennison, Chairperson, Judicial and Public Safety Committee
Mr. Christopher Petrus, Chairperson, Ways & Means Committee

WHEREAS, the Cayuga County 911 Center currently has one vacant Full-Time Emergency Services Dispatcher position due to a resignation; and

WHEREAS, it is necessary to fill the Emergency Services Dispatcher positions for continuity of services; and

WHEREAS, there is money in the 911 budget account A30201 51001 to fund position; now therefore be it

RESOLVED, that position (#4401) be filled, and that the 911 Administrator be hereby authorized to fill the vacant Emergency Services Dispatcher position from the existing Civil Service list; and be it further

RESOLVED, that the position be filled in accordance to the Cayuga County Civil Service Rules and Regulations and the Policies of the County of Cayuga.

Judicial & Public Safety	**Ways & Means Committee**
Andy Dennison, Chair	Christopher Petrus, Chair
Keith Batman	Keith Batman
Elane Daly	Elane Daly
Michael Didio	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Tucker Whitman	Tucker Whitman

Co. Atty: _____

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	3/3/2020
Authorization To:	Fill Only

** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department

** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department

Do you anticipate this request to result in fill-behinds?	Yes
Cayuga County Department	E911
Job Title Being Requested (Exact Civil Service Title)	Emergency Services Dispatcher
Position Control Number	4401
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A30501 51001
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	CSEA
CSEA Grade	11

Probationary Salary Amount	42,880
Step 4 Amount (CSEA)	47,565
Starting Salary for Position Requested	42,880
Justification for Salary Requested	Salary is contractual
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The position is necessary to keep the center staffed adequately. This also saves on overtime and staff burnout. Keeping seats filled ensures call answer times are met. Retirement of P Deluca
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	The position will be budgeted.
Department Head	Denise A. Spingler
Date	3/3/20
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

LHLIppoldt HR Administrator 2/3/2020 Approval

RESOLUTION NO. _____ 3/24/20 911 contract colas 3-20-JP-4

AUTHORIZING THE CHAIR OF THE LEGISLATURE TO ENTER INTO AN AGREEMENT WITH NICK COLAS FOR GIS MANAGEMENT AND SERVICES FOR THE CAYUGA COUNTY E-911 CENTER.

BY: Mr. Andrew Dennison, Chairperson, Judicial and Public Safety Committee
Mr. Chris Petrus, Chairperson, Ways & Means Committee

WHEREAS, over the years the Planning staff has partnered with 911 to manage the GIS components and associated software for the Cayuga County E-911 Center; and

WHEREAS, it is critical that the GIS data be maintained and updated consistently and efficiently; it is also important that the GIS data is managed for our CAD and telephone systems in the 911 Center; and

WHEREAS, the individual who manages all aspects of this information is retiring effective March 31, 2020 and is willing to contract with Cayuga County for the purpose of 911 GIS maintenance and services until another employee is cross-trained; and

WHEREAS, the requested contract rate is $75.00/hr, not to exceed $15,000 annually and monies are available in the departments full-time salary line; now, therefore be it

RESOLVED, that the Chairman of the Legislature is hereby authorized to sign a contract with Nick Colas for services related to GIS maintenance at the rate of $75.00 / hour, not to exceed $15,000.00 for the period of April 1, 2020 through December 31, 2020; and be it further

RESOLVED, that the Cayuga County Treasurer's Office Treasurer is directed to make the following transfers:

	Decrease	Increase
A 30201 51001 – Full Time Salaries	$15,000.00	
A 30204 54059 – Professional Services		$15,000.00

Judicial & Public Safety

_____
Andy Dennison, Chair

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Keith Batman

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Elane Daly

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Michael Didio

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Heidi Nightengale

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Hans Pecher

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Tucker Whitman

Ways & Means Committee

_____
Christopher Petrus, Chair

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Keith Batman

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Elane Daly

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Andy Dennison

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Ryan Foley

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Benjamin Vitale

_____
Tucker Whitman

Co. Atty:_____

RESOLUTION NO. _____ **3/24/20** **911 Data Analyst rev** 3-20-JP-5

AUTHORIZATION TO CREATE AND FILL THE POSITION OF 911 DATA ANALYST IN THE CAYUGA COUNTY E-911 CENTER.

BY: Hon. Andrew Dennison, Chair, Judicial and Public Safety Committee
Hon. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, the workload associated with the new Discovery Laws have affected the 911 Center operations significantly; and

WHEREAS, it is necessary to hire a dedicated employee to manage the work associated with the discovery requests; and

WHEREAS, the Civil Service Commission has approved the position title and job specifications; and

WHEREAS, the part-time employee will be hired provisionally at the probationary rate of $18.22/hr and Step 1 rate of $18.37/hr; now therefore be it

RESOLVED, that the 911 Administrator be hereby authorized to create and fill the 911 Data Analyst position in accordance with the Cayuga County Civil Service Rules and Regulations and the Policies of the County of Cayuga; and be it further

RESOLVED that the Treasurer's Office be authorized to make the following transfers:

Increase P/T Salaries		$15,000
Increase Social Security		$1,147
Decrease Contingency	A10164 54000	$16,147

Judicial & Public Safety	**Ways & Means Committee**
Andy Dennison, Chair	Christopher Petrus, Chair
Keith Batman	Keith Batman
Elane Daly	Elane Daly
Michael Didio	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Tucker Whitman	Tucker Whitman

Co. Atty.

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	3/4/2020
Authorization To:	Create & Fill

** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department

** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department

Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	E911
Job Title Being Requested (Exact Civil Service Title)	911 Data Analyst
Position Control Number	
Position Status	Permanent
Position Designation	Part-Time
Budget Account Number	A30201 51001
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	No
Comp Plan Requested IS IN	CSEA
CSEA Grade	11

Probationary Salary Amount	18.22/hr
Step 4 Amount (CSEA)	
Starting Salary for Position Requested	
Justification for Salary Requested	Salary is based on similar Civil Service job titles.
Does position include fringe benefits?	No
What is the justification for filling this position AND why is it important for your department?	The primary function of the position is to manage and complete 911 Discovery requests that are a result of the new bail reform laws. The work involved in this position is increasing every day. Current staff is unable to keep up with the workload.
How is this position funded?	Contingency (to be discussed)
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	The position will be budgeted.
Department Head	Denise A. Spingler
Date	3/2/20
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

LHLIppoldt HR Administrator 2/3/2020 Approval

3-20-JP-6

RESOLUTION NO._____ 3/24/20 DA VACANCY SR ADA rev

AUTHORIZING THE DISTRICT ATTORNEY TO FILL FT SENIOR ASSISTANT DISTRICT ATTORNEY VACANCY IN THE DISTRICT ATTORNEY'S OFFICE

BY: Hon. Andrew C. Dennison, Chairman, Judicial & Public Safety; and
Hon. Christopher K. Petrus, Chairman, Ways and Means

WHEREAS, District Attorney Jon Budelmann has a vacancy (as of 3/6/2020) in the full-time Senior Assistant District Attorney Position (control Nos. 007796 and 004896 (EFPP)) as the result of a resignation; and

WHEREAS, the full-time Senior Assistant District Attorney position is a critical position in the District Attorney's office responsible for the prosecution of cases up to and including serious felony cases; and

WHEREAS, the Legislature is desirous about continuing this important prosecutorial position in the District Attorney's Office; and

WHEREAS, this position has been budgeted for the entire year; now therefore be it

RESOLVED, that the District Attorney is authorized to fill the Senior Assistant District Attorney position, Grade 10, at a minimum salary of $69,085.00 / year, by either an outside applicant or by promotion from within the department; and be it further

RESOLVED, that the District Attorney be hereby authorized to backfill any positions created by upward promotion from within the department; and be it further

RESOLVED, that the foregoing be accomplished in accordance with Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga.

Judicial & Public Safety	**Ways & Means Committee**
Andy Dennison, Chair	Christopher Petrus, Chair
Keith Batman	Keith Batman
Elane Daly	Elane Daly
Michael Didio	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Tucker Whitman	Tucker Whitman

Co. Atty: _____

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date:	2/11/2020
Authorization To:	Fill Only
** New Position Duties Statement (NPDS) - Short Form *REQUIRED IF the title exists within the department*	
** New Position Duties Statement (NPDS) - Long Form *REQUIRED IF the title does NOT exist within the department*	
Do you anticipate this request to result in fill-behinds?	Unknown
Cayuga County Department	District Attorney
Job Title Being Requested (Exact Civil Service Title)	Senior Assistant District Attorney
Position Control Number	**7996**
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A1165
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	Part IV
Part IV Grade	10
Minimum Salary (Part IV)	69,085
Base/Current Salary (Part IV)	77,100
Starting Salary for Position Requested	77,100
Justification for Salary Requested	The justification for salary requested is to seek and hire experienced prosecutorial attorneys.

Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The position is critical to provide critical prosecution services to the County. With the recently enacted New York State Criminal Justice "Reforms" (to Bail, Discovery, and Speedy Trial), there is a significant increase in workloads and shortening the timelines impacting the functions of the District Attorney's Office. The District Attorney has demonstrated a need for experienced prosecutors in handling the increased workload in accordance with the new statutes to avoid dismissals and other unacceptable ramifications.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	There is no fiscal impact. Funding this year is within the District Attorney's Budget. Future funding will require budget considerations.
Department Head	Jon E. Budelmann
Date	2/11/2020
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Jeannette McCormick
Title of Person Submitting on Behalf of Department or Agency Head	Executive Assistant to District Attorney

(Section Break)

Staff member leaving position- fill only
LHLippoldt Approved 2/11/2020

3-20-JP-7

RESOLUTION NO. _____ **3/24/20** **DA Create New ADA Position rev**

AUTHORIZATION TO CREATE A FULL-TIME ASSISTANT DISTRICT ATTORNEY POSITION IN THE DISTRICT ATTORNEY'S OFFICE AND SETTING THE SALARY (2/3)

BY: Hon. Andy Dennison, Chairman, Judicial & Public Safety; and
Hon. Christopher Petrus, Chairman, Ways and Means

WHEREAS, the recently enacted New York State Criminal Justice "Reforms" (to Bail, Discovery, and Speedy Trial) will take effect on January 1, 2020; and

WHEREAS, the new statutes will create new burdens significantly increasing the workloads and shortening the timelines impacting the functions of the District Attorney's Office; and

WHEREAS, the prosecution shall be required to perform complete their discovery obligations as soon as practicable, but not later than fifteen calendar days after the defendant's arraignment, and the new obligation is to provide absolutely everything (akin to what was required prior to trial, months after any arrests); and

WHEREAS, the District Attorney has demonstrated a need for additional legal assistance in handling the increased workload in accordance with the new statutes to avoid dismissals and other unacceptable ramifications and the State has failed to fund this new mandate; and

WHEREAS, the Cayuga County Legislature is desirous of providing the District Attorney with adequate resources to prosecute crime in Cayuga County and protect its Citizens; now therefore be it

RESOLVED, that the District Attorney is authorized to create and fill the full-time position of Assistant District Attorney at an annual salary of $63,900.00, and that said position be placed in Part IV of the Cayuga County Compensation Plan; and be it further

RESOLVED, that the District Attorney's Full-Time Salary Budget Line (A11651) and related fringe benefit accounts be increased by an additional amount of $58,000 (8/12th of the annual salary and fringe) with said funding taken from the unrestricted, unappropriated fund balance; and be it further

RESOLVED, that the foregoing be accomplished in accordance with Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga; and be it further

RESOLVED, that the Cayuga County Treasurer is hereby authorized and directed to make such necessary journal entries to accomplish the foregoing.

Judicial & Public Safety	**Ways & Means Committee**
_____	_____
Andy Dennison, Chair	Christopher Petrus, Chair
_____	_____
Keith Batman	Keith Batman
_____	_____
Elane Daly	Elane Daly
_____	_____
Michael Didio	Andy Dennison
_____	_____
Heidi Nightengale	Ryan Foley
_____	_____
Hans Pecher	Benjamin Vitale
_____	_____
Tucker Whitman	Tucker Whitman

Co. Atty. _____

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	9/5/2019
Authorization To:	Create and Fill **

** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department

** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department

Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	District Attorney
Job Title Being Requested (Exact Civil Service Title)	Assistant District Attorney
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A1165
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	Part IV
Part IV Grade	9
Minimum Salary (Part IV)	63,968
Base/Current Salary (Part IV)	63,968 (Note: 1% increase per year for each year of relevant experience)
Starting Salary for Position Requested	63,968 (Note: 1% increase per year for each year of relevant experience)

Justification for Salary Requested	The justification for salary requested is to seek and hire experienced prosecutorial attorneys.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The recently enacted New York State Criminal Justice "Reforms" (to Bail, Discovery, and Speedy Trial) will take effect on January 1, 2020. The new statutes will create new burdens significantly increasing the workloads and shortening the timelines impacting the functions of the District Attorney's Office. The prosecution shall be required to perform complete their discovery obligations as soon as practicable, but not later than fifteen calendar days after the defendant's arraignment, and the new obligation is to provide absolutely everything (akin to what was required prior to trial, months after any arrests). The District Attorney has demonstrated a need for additional legal assistance in handling the increased workload in accordance with the new statutes to avoid dismissals and other unacceptable ramifications and the State has failed to fund this new mandate.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	The new position will increase our budget beginning in January 2020. However, we have recently established a Revenue Account for our online Ticket Reduction Program fees. The expected Revenue is approximately $7,000 per month ($84,000 annually).
Department Head	Jon E. Budelmann
Date	9/5/2019
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Jeannette McCormick
Title of Person Submitting on Behalf of Department or Agency Head	Executive Assistant to DA

LHLippoldt Approved (Section Break)
3/5/2020

DRAFT

3-20-JP-8

RESOLUTION NO._____ 3/24/20 PRO Funding for Alternatives to Incarceration

Authorizing the Cayuga County Probation Department to enter into a contract with Cayuga Counseling Services to provide Alternatives to Incarceration services, composed of Alternative sentencing and Pretrial Diversion

BY: Andrew Dennison, Chairman of the Judicial & Public Safety Committee
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, the Cayuga County contracts with Cayuga Counseling Services for services provided under the state's Alternatives to Incarceration program; and

WHERAS, this funding provides Community Service and Pre-Trial Diversion to county residents; and

WHEREAS, Cayuga Counseling Services is the County's contract pretrial service provider and requires additional support to provide appropriate services: and

WHEREAS, funding for Alternatives to Incarceration programs is administered through the Probation Department budget and is included in the 2020 budget: and

WHEREAS, these services have been renewed for 2020; therefore be it

RESOLVED, that the Cayuga County Probation Department be authorized to enter into a contract with Cayuga Counseling Services to provide Alternatives to Incarceration services, composed of Alternative sentencing and Pretrial Diversion.

A31404 54503 Pretrial Diversion - $18,258.00
A3140454504 Alternative sentencing - $27,766.00

Judicial & Public Safety	**Ways & Means Committee**
Andy Dennison, Chair	Christopher Petrus, Chair
Keith Batman	Keith Batman
Elane Daly	Elane Daly
Michael Didio	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Tucker Whitman	Tucker Whitman

Co. Atty:_____

3-20-JP-9

RESOLUTION NO._____ **3/24/20** **SHR Buy Chevy Pickup Cust**

AUTHORIZE THE SHERIFF TO PURCHASE A NEW CHEVROLET PICKUP TRUCK TO REPLACE AN EXISTING 2011 CHEVROLET PICKUP TRUCK TO BE UTILIZED BY THE INMATE WORK CREW

By: Mr. Andrew Dennison, Chair, Judicial & Public Safety Committee
Mr. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, the Cayuga County Sheriff's Office, Custody Division, presently has a 2011 Chevrolet Pickup Truck, VIN 1GC1KVCG7BF137439, used for the Community Services Inmate Work Crew that has accumulated mileage exceeding 91,227; and

WHEREAS, Joe Basil Chevrolet, Inc., Depew, New York, pursuant to DCMO BOCES vehicle bid# 2019-121 , can provide a new Chevrolet Pickup Truck for a cost not to exceed $41,000.00, which price includes detailing, light bar, strobe lighting and outfitting of necessary radio equipment; and

WHEREAS, this vehicle will be purchased with monies from the Inmate Commissary Fund, which is established for the benefit and welfare of the inmates; and

WHEREAS, the existing 2011 Chevrolet Pickup Truck, VIN 1GC1KVCG7BF137439, will be delivered to the Superintendent of Buildings and Grounds of Cayuga County for use in maintaining the county's parks, trails, buildings, and grounds; now therefore be it

RESOLVED, that the Cayuga County Sheriff is authorized to purchase a new Chevrolet Pickup Truck from Joe Basil Chevrolet, Depew, New York, for a cost not to exceed $41,000.00; and be it further

RESOLVED, that the purchase of the new vehicle will be made in accordance with the existing purchasing policies of Cayuga County.

Judicial & Public Safety	**Ways & Means Committee**
Andy Dennison, Chair	Christopher Petrus, Chair
Keith Batman	Keith Batman
Elane Daly	Elane Daly
Michael Didio	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Tucker Whitman	Tucker Whitman

Co. Atty:

6678 County Road 32, Norwich, New York 13815-3554
(607) 335-1200 • FAX (607) 334-9848

June 12, 2019

Joe Basil Chevrolet
5111 Transit Road
Depew, NY 14043

Dear Vendor:

I would like to thank you for participating in our bid #2019-121, for Vehicles. On June 12, 2019, the BOCES Board reviewed the bid award recommendations, and approved and awarded the bid.

It is our pleasure to inform you that your company was the awarded vendor for the items listed on the attached sheets.

The participating districts, mentioned within the original bidding documents, may contact you with purchase orders for their requirements within the next few weeks.

As a reminder this bid is a piggybackable bid. All municipal organizations authorized under the General Municipal Laws of the State of New York, are able to purchase from this bid in accordance the amendments to NYS GML 100 through 104. However, it is understood that the extension of this contracts will be made with consideration of the awarded vendor's delivery area. Vendors will not be obligated to delivery outside their delivery area. The vendor is bound to complete the obligation of this contract to the full extent for any DCMO BOCES Cooperative Purchasing Member first.

If you should have any questions or concerns, please call me at 607-335-1238.

Regards,

Megan Corey

Bid Administrator
DCMO BOCES Cooperative Purchasing Service

LOT 4A	
Pricing does not take affect until 7/1/19	**BUILT TO ORDER**
2020 Chevrolet 2500 Express Extended Cargo Van WT	**Joe Basil Chevrolet**
Engine: 6.0L V8, SFI Flex Fuel	Yes
Transmission: Automatic 6-Speed Heavy Duty, w/Overdrive	Yes
150 AMP Alternator	Yes
Rear Axle Ratio 3.42	Yes
770 CCA HD Battery	Yes
GVWR: 8600 lbs	Yes
New York Emissions	Yes
Full Size Spare Tire w/Rim	Yes
Power Steering / Power Brakes	Yes
Rear Vision Camera	Yes
Power Windows/ Door Locks	Yes
Standard Air Bags, Driver and Passenger	Yes
155" Extended Wheelbase	Yes
Swing Out Side & Rear Cargo Doors w/ Fixed Stationary Glass	Yes
Standard Equipment - Vinyl floor, AM/FM Radio and Clock, Vinyl Front Bucket seats, A/C, Heat, Intermittent Speed Windshield Wipers	Yes
Exterior Paint Colors: All Standard Colors	Yes
BASE VEHICLE PRICE (as specified above)	**$24,750.00**
ADDITIONAL FACTORY OPTIONS AVAILABLE:	
Ladder Racks	$495.00
Bulkhead Cargo Divider (Between Driver & Cargo) w door	$650.00
Automatic locking rear differential	$325.00
Sliding Side Doors	$150.00
Safety Package - Cruise Control, Heated Power Side mirrors, Tilt Steering Wheel, Blind Zone Alert, Rear park assist, Driver's convenience package	$790.00
Driver's Convenience Package - Tilt Wheel/Cruise Control Package	$395.00
Rear Park Assist	$295.00
Backup Alarm Warning System	$110.00
Front & Rear Splash Guards	$180.00
Rear-window defogger	$155.00
Additional Key/Fob - Includes option to add remote keyless entry w/ 2 transmitters	$355.00
Factory Options - MSRP Discount	**5%**
NON-FACTORY OPTIONS:	
Amber Safety Roof Light, LED (mounted) Federal Signal Highlighter Mini Bar	$455.00
LETTERING: Includes District name and phone number on 2 doors	$150.00
DELIVERY TIMELINE:	120-180 Days

LOT 5A	
Pricing does not take affect until 7/1/19	**BUILT TO ORDER**
2020 Chevrolet 3500 Express Extended Cargo Van WT	**Joe Basil Chevrolet**
	1
Engine: 6.0L V8, SFI Flex Fuel	Yes
Transmission: Automatic 6-Speed Heavy Duty, w/Overdrive	Yes
150 AMP Alternator	Yes
Rear Axle Ratio 3.42	Yes
770 CCA HD Battery	Yes
GVWR: 9600 lbs	Yes
New York Emissions	Yes
Rear Vision Camera	Yes
Power Windows/ Door Locks	Yes
Full Size Spare Tire w/Rim	Yes
Power Steering / Power Brakes	Yes
Standard Air Bags, Driver and Passenger	Yes
155" Extended Wheelbase	Yes
Swing Out Side & Rear Cargo Doors w/ Fixed Stationary Glass	Yes
Standard Equipment - Vinyl floor, AM/FM Radio and Clock, Vinyl Front Bucket seats, A/C, Heat, Intermittent Speed Windshield Wipers	Yes
Exterior Paint Colors: All Standard Colors	Yes
BASE VEHICLE PRICE (as specified above)	**$26,150.00**
ADDITIONAL FACTORY OPTIONS AVAILABLE:	
Ladder Racks	$495.00
Bulkhead Cargo Divider (Between Driver & Cargo) w door	$650.00
Automatic locking rear differential	$325.00
Sliding Side Doors	$150.00
Safety Package - Cruise Control, Heated Power Side mirrors, Tilt Steering Wheel, Blind Zone Alert, Rear park assist, Driver's convenience package	$790.00
Driver's Convenience Package - Tilt Wheel/Cruise Control Package	$395.00
Rear Park Assist	$195.00
Backup Alarm Warning System	$110.00
Front & Rear Splash Guards	$180.00
Rear-window defogger	$155.00
Additional Key/Fob - Includes option to add remote keyless entry w/ 2 transmitters	$355.00
Factory Options - MSRP Discount	**5%**
NON-FACTORY OPTIONS:	
Amber Safety Roof Light, LED (mounted) - Federal Signal Highlighter Mini Bar	$455.00
LETTERING: Includes District name and phone number on 2 doors	$150.00
DELIVERY TIMELINE:	120-180 Days

LOT 9A	BUILT TO ORDER
2020 Chevrolet Silverado 2500 HD WT, 4WD, CREW Cab, Long Box, 3/4 Ton Pickup	**Joe Basil Chevrolet**
Engine: Vortec 6.6L V8 SFI	Yes
Alternator: 170 AMPS, 720 CCA Battery	Yes
GVWR:	10,650
Transmission: Allison Automatic 6-Speed Heavy Duty electronically controlled w/ External transmission oil cooler	Yes
Bluetooth for phone	Yes
Trailering Hitch Package - 2" receiver w/4 pin and 7way sealed connector, trailer brake controller, Locking rear Dif.	Yes
4 Wheel Drive	Yes
Automatic locking rear differential, Rear Axle: 4:10 Ratio	Yes
New York Emissions	Yes
Audio System and Clock	Yes
All-Season Tires	Yes
Recovery Hooks, Frame Mounted	Yes
All standard equipment - (Rubberized-vinyl floor covering, AC, split bench Seat, TPMS, Rear View Camera System, ABS, Driver and Passenger side air bags, Cruise Control)	Yes
Dual, Outside Manual Mirrors, Black	Yes
License Plate Front Mounting Package	Yes
Full Size Spare Tire w/Rim	Yes
Standard Exterior Paint Colors: (please list)	Yes
BASE VEHICLE PRICE (as specified above)	**$30,725.00**
ADDITIONAL FACTORY OPTIONS AVAILABLE:	
Engine: Duramax 6.6L Turbo-Diesel V8 engine w Allison Transmission	$9,890.00
Engine block heater	$100.00
Standard Box - 78.87"	-$200.00
WT Convenience Package - Remote keyless entry, Power lock Gate, Tint, Rear window defogger, Cruise, Power Heater Camper mirrors	$1,185.00
4" Assist Steps - Black	$750.00
Pickup box delete (amount that will be deducted from the base vehicle price)	-$1,016.00
Up fitter Switches & Interface Module	$150.00
Snow Plow Prep Package - 220 amp alternator, High Capacity Air Cleaner, Transfer case Shield, Roof mounted Cab Beacon, External transmission oil cooler, HD Front Springs	$875.00
Backup Alarm Warning System	$138.00
Roof Mount Amber Safety Light	$425.00
Front splash guards / Front mud flaps	$180.00
Factory Options - MSRP Discount	**5%**
NON-FACTORY OPTIONS:	
8'6" Fisher XV2 Steel V	$5,440.00
9' 6" Fisher V-Plow	$5,650.00
8' 6" Western HD Plow Package, Powder Coated Steel - Contractor Grade	$5,100.00
9' 2" Steel DXT Boss Plow V Plow Package	$6,600.00
Spray-In Bed Liner (includes over top of side rail)	$545.00
LETTERING: Includes District name and phone number on 2 doors	$150.00
DELIVERY TIMELINE:	150-210 Days

LOT 10A	
Pricing does not take affect until 7/1/19	**BUILT TO ORDER**
2020 Chevrolet Silverado 2500 HD WT, 4WD, Double Cab, Long Box, 3/4 Ton Pickup	**Joe Basil Chevrolet**
Estimated Quantity:	3
Engine: Vortec 6.0L V8 SFI	Yes
Alternator: 150 AMPS, 720 CCA Battery	Yes
GVWR: 9,900	Yes
Transmission: Allison Automatic 6-Speed Heavy Duty electronically controlled w/ External transmission oil cooler	Yes
4 Wheel Drive	Yes
Automatic locking rear differential. Rear Axle: 3.73 Ratio	Yes
New York Emissions	Yes
Audio System and Clock	Yes
All-Season Tires	Yes
Bluetooth for phone	Yes
Trailering Hitch Package - 2" receiver w/4 pin and 7way sealed connector, trailer brake controller, Locking rear Dif.	Yes
Recovery Hooks, Frame Mounted	Yes
All standard equipment - (Rubberized-vinyl floor covering, AC. split bench Seat, TPMS. Rear View Camera System, ABS, Driver and Passenger side air bags. Cruise Control)	Yes
Dual, Outside Manual Mirrors, Black	Yes
License Plate Front Mounting Package	Yes
Full Size Spare Tire w/Rim	Yes
Standard Exterior Paint Colors: (please list)	Yes
BASE VEHICLE PRICE (as specified above)	**$28,870.00**
ADDITIONAL FACTORY OPTIONS AVAILABLE:	
Engine: Duramax 6.6L Turbo-Diesel V8 engine w Allison Transmission	$9,890.00
Engine block heater	$100.00
Running Boards	$750.00
WT Convenience Package - Remote keyless entry, Power lock Gate, Tint, Rear window defogger, Cruise, Power Heater Camper mirrors	$1,185.00
4" Assist Steps - Black	$750.00
Pickup box delete (amount that will be deducted from the base vehicle price)	-$1,016.00
Snow Plow Prep Package - 220 amp alternator, High Capacity Air Cleaner, Transfer case Shield, Roof mounted Cab Beacon, External transmission oil cooler, HD Front Springs	$875.00
Up fitter Switches & Interface Module	$150.00
Backup Alarm Warning System	$138.00
Roof Mount Amber Safety Light - Federal Signal Highlighter Mini Bar	$425.00
Front splash guards / Front mud flaps	$180.00
Factory Options - MSRP Discount	**5%**
NON-FACTORY OPTIONS:	
8'6" Fisher XV2 Steel V	$5,440.00
9' 6" Fisher V-Plow	$5,650.00
8' 6" Western HD Plow Package, Powder Coated Steel - Contractor Grade	$4,100.00
9' 2" Steel DXT Boss Plow V Plow Package	$6,600.00
Spray-In Bed Liner (includes over top of side rail)	$545.00
LETTERING: Includes District name and phone number on 2 doors	$150.00
DELIVERY TIMELINE:	150-210 Days

LOT 11A	BUILT TO ORDER
2020 Chevrolet Silverado 3500 HD WT, 4WD, CREW Cab, Long Box, 3/4 Ton Pickup	**Joe Basil Chevrolet**
Engine: Vortec 6.6L V8 SFI	Yes
Alternator: 150 AMPS, 720 CCA Battery	Yes
GVWR:	10,500
Transmission: Allison Automatic 6-Speed Heavy Duty electronically controlled w/ External transmission oil cooler	Yes
4 Wheel Drive	Yes
Automatic locking rear differential, Rear Axle: 3:73 Ratio	Yes
New York Emissions	Yes
Audio System and Clock	Yes
All-Season Tires	Yes
Recovery Hooks, Frame Mounted	Yes
Bluetooth for phone	Yes
All standard equipment - (Rubberized-vinyl floor covering, AC, split bench Seat, TPMS, Rear View Camera System, ABS, Driver and Passenger side air bags, Cruise Control)	Yes
Dual, Outside Manual Mirrors, Black	Yes
License Plate Front Mounting Package	Yes
Full Size Spare Tire w/Rim	Yes
Standard Exterior Paint Colors: (please list)	Yes
BASE VEHICLE PRICE (as specified above)	**$32,010.00**
ADDITIONAL FACTORY OPTIONS AVAILABLE:	
Dual Rear Wheels - DWR	$1,200.00
Engine: Duramax 6.6L Turbo-Diesel V8 engine w Allison Transmission	$9,890.00
Engine block heater	$100.00
Standard Box - 78.87"	-$200.00
WT Convenience Package - Remote keyless entry, Power lock Gate, Tint, Rear window defogger, Cruise, Power Heater Camper mirrors	$1,185.00
4" Assist Steps - Black	$750.00
Pickup box delete (amount that will be deducted from the base vehicle price)	-$1,016.00
Snow Plow Prep Package - 220 amp alternator, High Capacity Air Cleaner, Transfer case Shield, Roof mounted Cab Beacon, External transmission oil cooler, HD Front Springs	$875.00
Up fitter Switches & Interface Module	$150.00
Backup Alarm Warning System	$138.00
Front splash guards / Front mud flaps	$180.00
Factory Options - MSRP Discount	**5%**
NON-FACTORY OPTIONS:	
9' 6" Fisher V-Plow	$5,650.00
8' 6" Western HD Plow Package, Powder Coated Steel - Contractor Grade	$4,100.00
9' 2" Steel DXT Boss Plow V Plow Package	$6,600.00
Roof Mount Amber Safety Light - Federal Signal Highlighter Mini Bar	$425.00
Spray-In Bed Liner (includes over top of side rail)	$545.00
LETTERING: Includes District name and phone number on 2 doors	$150.00
DELIVERY TIMELINE:	150-210 Days

LOT 12A	
Pricing does not take affect until 7/1/19	**BUILT TO ORDER**
2020 Chevrolet Silverado 3500 HD WT, 4WD, Double Cab, Long Box, 1 Ton Pickup	**Joe Basil Chevrolet**
Engine: Vortec 6.6L V8 SFI	Yes
Alternator: 150 AMPS, 720 CCA Battery	Yes
GVWR:	11,400
Transmission: Allison Automatic 6-Speed Heavy Duty electronically controlled w/ External transmission oil cooler	Yes
4 Wheel Drive	Yes
Bluetooth for phone	Yes
Automatic locking rear differential, Rear Axle: 3.73 Ratio	Yes
New York Emissions	Yes
Audio System and Clock	Yes
All-Season Tires	Yes
Recovery Hooks, Frame Mounted	Yes
All standard equipment - (Rubberized-vinyl floor covering, AC, split bench Seat, TPMS, Rear View Camera System, ABS, Driver and Passenger side air bags, Cruise Control)	Yes
Dual, Outside Manual Mirrors, Black	Yes
License Plate Front Mounting Package	Yes
Full Size Spare Tire w/Rim	Yes
Standard Exterior Paint Colors: (please list)	Yes
BASE VEHICLE PRICE (as specified above)	**$29,975.00**
ADDITIONAL FACTORY OPTIONS AVAILABLE:	
Dual Rear Wheels - DWR	$1,200.00
Engine: Duramax 6.6L Turbo-Diesel V8 engine w Allison Transmission	$9,890.00
Engine block heater	$100.00
WT Convenience Package - Remote keyless entry, Power lock Gate, Tint, Rear window defogger, Cruise, Power Heater Camper mirrors	$1,185.00
4" Assist Steps - Black	$750.00
Pickup box delete (amount that will be deducted from the base vehicle price)	-$1,016.00
Snow Plow Prep Package - 220 amp alternator, High Capacity Air Cleaner, Transfer case Shield, Roof mounted Cab Beacon, External transmission oil cooler, HD Front Springs	$450.00
Up fitter Switches & Interface Module	$150.00
Backup Alarm Warning System	$138.00
Roof Mount Amber Safety Light - Federal Signal Highlighter Mini Bar	$425.00
Front splash guards / Front mud flaps	$180.00
Factory Options - MSRP Discount	**5%**
NON-FACTORY OPTIONS:	
9' 6" Fisher V-Plow	$5,650.00
8' 6" Western HD Plow Package, Powder Coated Steel - Contractor Grade	$5,100.00
9' 2" Steel DXT Boss Plow V Plow Package	$6,600.00
Spray-In Bed Liner (includes over top of side rail)	$545.00
LETTERING: Includes District name and phone number on 2 doors	$150.00
DELIVERY TIMELINE:	150-210 Days