

## HUMAN RESOURCE COMMITTEE MEETING AGENDA

Date: Tuesday, January 23, 2018 @ 9:00 AM

Present: **Tallman, King**, Kehl, Grant, Hastings, Brunner, Leuer, Becker, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>9:00 AM County Clerk w/R. Pierce</b>			
1. <b>Home Rule Request</b> to extend Local Mortgage Recording Tax – additional one quarter percent (1/4%). This will be effective through 11/30/2020.	<ul style="list-style-type: none"> <li>• <b>Current Local Law expires on 11/30/18 (The new local law should expire through 11/30/2020 (two (2) years) to run concurrently with the Home Rule Request)</b></li> <li>• <b>Current Home Rule Request expires 11/30/18</b></li> <li>• <b>The Local Law should be introduced end of Aug. 2018 at the very latest.</b></li> </ul>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Position Fill:</b>  <p style="text-align: center;"><b>County Clerk</b></p> One (1) position of Deputy County Clerk (position code #010.137) on Schedule S with salary to be determined; position available date: March 5, 2018, L. Lakas resigned March 2, 2018.	<i>L. Lakas has accepted the position of Administrative Assistant (Emergency Services) in the department of Civil Defense.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:  <p style="text-align: center;"><b>Action taken under HR Department below.</b></p>
<b>DMV w/R. Pierce</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:15 AM Human Resource w/D. Perkins</b>			
1. <b>Position Fill:</b>  <p style="text-align: center;"><b>Sheriff</b></p> One (1) position of Correction Officer, PT (position code # 069.065) on WCSEA Appendix A-1 Grade 3 (\$20.24 - \$24.83/hr.); position available date: February 14, 2108, B. Maines resigned June 3, 2017.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Position Fill:</b>  <p style="text-align: center;"><b>Sheriff</b></p> One (1) position of Correction Officer, PT (position code # 012.065) on WCSEA Appendix A-1 Grade 3 (\$20.24 - \$24.83/hr.); position available date: February 14, 2108, B. Hank resigned May 9, 2017.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b>Position Fill:</b>  <p style="text-align: center;"><b>Sheriff</b></p> One (1) position of Correction Officer, PT (position code # 009.065) on WCSEA Appendix A-1 Grade 3 (\$20.24 - \$24.83/hr.); position available date: February 14, 2108, S. Laubenheimer to full-time position August 14, 2018.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>4. <b>Position Fill:</b> <i>Highway Dept.</i> One (1) position of Heavy Equipment Operator (position code # 032.163B) on CSEA Schedule B Grade 9 (\$18.21 - \$20.12/hr.); position available date: February 14, 2018, R. Smithley resigned October 6, 2017.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>5. <b>Position Fill:</b> <i>Highway Dept.</i> One (1) position of Heavy Equipment Operator (position code # 001.163B) on CSEA Schedule B Grade 9 (\$18.21 - \$20.12/hr.); position available date: February 14, 2018, P. Myers to Working Supervisor December 23, 2017.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. <b>Position Fill:</b> <i>Highway</i> Four (4) positions of Motor Equipment Operator (Seasonal) (position code #090.163, 091.163, 084.163, and 086.163) for a period not to exceed twenty-six weeks, 40 hours per week at a rate of \$13.50/hr. (no CDL), \$14.50/hr. (with CDL) plus \$0.25 for each previous season worked with no other benefits except those mandated by law, position available date: February 14, 2018.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. <b>Position Creation/Fill:</b> <i>Highway</i> One (1) position of Motor Equipment Operator (Seasonal) for a period not to exceed twenty-six weeks, 40 hours per week at a rate of \$13.50/hr. (no CDL), \$14.50/hr. (with CDL) plus \$0.25 for each previous season worked with no other benefits except those mandated by law, position available date: February 14, 2018.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>8. <b>Position Fill:</b> <i>Social Services</i> One (1) position of Social Services Program Specialist Trainee (position code # 120.359) on CSEA Schedule A Grade 8 (\$17.93 - \$20.74/hr.); position available date: February 14, 2018, J. Calmes resigned January 19, 2018.</p>	<p><i>J. Calmes has accepted the position of <del>Alzheimer's Caregiver Coordinator in OFA</del> (per OFA &amp; Youth Director Aldinger). J. Calmes has accepted the position of Public Health Educator.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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<p><b>9. <i>Position Fill:</i></b> <i>Office for the Aging</i></p> <p>One (1) position of Deputy Director of Aging (position code #271.389) on Schedule S with a salary yet to be determined; position available date: February 14, 2018, A. Milillo resigned February 9, 2018.</p>	<p><i>A. Milillo has accepted the position of Director of Children and Family Services in DSS.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>10. <i>Position Fill:</i></b> <i>Human Resources</i></p> <p>One (1) position of Payroll Specialist (position code #021.535) <del>and amend on</del> Schedule S <del>with to set the a</del> salary <del>of at</del> \$43,000.00/yr; position available date: February 12, 2018, N. Heubusch resigned on February 9, 2018.</p>	<p><i>N. Heubusch to Payroll Specialist (Temp) to train newly hired Payroll Specialist.</i></p> <p><i>Requires resolution due to salary schedule amendment.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>11. <i>Position Creation/Fill:</i></b> <i>Human Resources</i></p> <p>One (1) position of Payroll Specialist (Temp) <i>and place</i> on Schedule S with a salary of \$42,551.00/yr.; position available date: February 12, 2018.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><del>12. Amend salary schedule "S" to set the salary of the Payroll Specialist at \$43,000.00 annually; effective 02/12/18 and to place a Payroll Specialist (Temp.) on salary schedule "S" under the Human Resource Department at an annual salary of \$42,551.00; effective February 12, 2018 through May 11, 2018.</del></p>	<p><i>Withdrawn by the Board Clerk. If #10 and #11 are defeated then #12 cannot be presented...</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>13. <i>Position Fill:</i></b> <i>County Clerk</i></p> <p>One (1) position of Deputy County Clerk (position code #010.137) on Schedule S with salary to be determined; position available date: March 5, 2018, L. Lakas resigned March 2, 2018.</p>	<p><i>L. Lakas has accepted the position of Administrative Assistant (Emergency Services) in the department of Civil Defense.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>14. <i>Amend Salary Schedule "S":</i></b> To set the salary of the Administrative Assistant (Emergency Services) under CIVIL DEFENSE at \$38,000.00 annually; effective date: March 5, 2018</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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<b>Civil Service w/D. Perkins</b>			
15. <i>Civil Service update for January 2018</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>10:00 AM Historian w/C. Amrhein</b>			
<b>1. General Update</b> <ul style="list-style-type: none"> <li>• Visited Conroy Motors to do a taped interview for an upcoming article for <i>Historical Wyoming</i>.</li> <li>• We now have over 30 photographs for the WWII book project.</li> <li>• Historical Wyoming Index is completed and is in proof reading stage. It is now 225 pages long as opposed to the original 112.                             <ul style="list-style-type: none"> <li>○ Both books will be on sale at the office as well as on Amazon in hard copy and digital format.</li> <li>○ By year end we had:                                     <ul style="list-style-type: none"> <li>▪ 101 new subscribers to <i>Historical Wyoming</i></li> <li>▪ Selling 120 <i>Historical Wyoming</i> sold through vendors in 10 different stores</li> <li>▪ 22 people signed up for notifications on upcoming “Treasure Hunt Through History” project.</li> <li>▪ Highest revenue intake over the last four years.</li> </ul> </li> </ul> </li> <li>• Several donations to the office in journals, letters, photographs, several yearbooks etc. in 2017.                             <ul style="list-style-type: none"> <li>• Reaching 500 likes on our Facebook page with lots of activity.</li> </ul> </li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Board of Elections w/J. Schlick &amp; H. Bush</b>			
<b>1. 2018 Appropriation:</b> <b>To:</b> 01.34.1450.89001 County Insurance                   \$19,132.32 01.34.1450.89002 HRA Account                         5,000.00 01.34.1450.89003 HRA Administrative Exp <u>84.00</u> <i>w/any funds available</i> \$24,216.32 <b>Reason:</b> In order to provide health insurance for the year 2018 for Commission J Schlick which is unbudgeted .		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Weights and Measures w/J. Marley</b>			
1. <i>Monthly Activity Report for December 2017</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>Monthly Financial Report for December 2017</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<b>County Attorney w/J. Wujcik</b>			
1. <i>Update on 1197 Clinton Street, Attica NY</i>	<i>See attached correspondence from County Attorney Wujcik.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Records Retention w/G. Royce</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/D. Tallman (minutes prepared by \_\_\_\_\_).

Next Human Resource Committee Meeting scheduled for **Tuesday, February 27, 2018 @ 9:00 AM.**

## Cheryl Ketchum

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**From:** James M. Wujcik <jwujcik@daddandnelson.com>  
**Sent:** Friday, January 12, 2018 11:52 AM  
**To:** Cheryl Ketchum  
**Cc:** Cheryl D. Mayer; Izymowski@daddandnelson.com  
**Subject:** FW: Wyoming County - Tax Auction // Property : 1197 Clinton Street, Attica, NY  
**Attachments:** SKM\_754e18011115500.pdf

**Importance:** High

**ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.**

Cheryl K:

Please find the attached Notice of Withdrawal. The bank has withdrawn its Petition regarding the above referenced property thus ending any potential claims against the County and current owner.

Please advise if you require anything further.

Jim

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**From:** Angeline Previle [<mailto:aprevile@rasboriskin.com>]  
**Sent:** Thursday, January 11, 2018 5:16 PM  
**To:** [jwujcik@daddandnelson.com](mailto:jwujcik@daddandnelson.com); [bbonarigo@bonarigomccutcheon.com](mailto:bbonarigo@bonarigomccutcheon.com); [dnorton@nycourts.gov](mailto:dnorton@nycourts.gov)  
**Cc:** Christopher Lestak <[clestak@rasboriskin.com](mailto:clestak@rasboriskin.com)>; Gerry Leonti <[gleonti@rasboriskin.com](mailto:gleonti@rasboriskin.com)>; Joseph Battista <[jbattista@rasboriskin.com](mailto:jbattista@rasboriskin.com)>  
**Subject:** Wyoming County - Tax Auction // Property : 1197 Clinton Street, Attica, NY  
**Importance:** High

Good Afternoon,

Please see attached Notice of Withdrawal.

Make yours a great day!

*Angeline N. Previle*

**RAS**  
**BORISKIN**  
RAS BORISKIN, LLC  
900 Merchants Concourse  
Westbury, New York 11590  
Phone: (516) 280-7675 ext. 1100  
[Aprevile@RASBoriskin.com](mailto:Aprevile@RASBoriskin.com)

Pursuant to the Fair Debt Collection Practices Act, it is required that we state the following to you: "This is a communication from a debt collector. This is an attempt to collect a debt and any information obtained may be used for that purpose."

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF WYOMING

\_\_\_\_\_  
X  
IN THE MATTER OF THE FORECLOSURE OF  
TAX LIENS BY PROCEEDING IN REM  
PURSUANT TO ARTICLE ELVEN OF THE  
REAL ESTATE PROPERTY TAX LAW BY THE  
COUNTY OF WYOMING RELATING TO THE  
2013 TOWN AND COUNTY TAX

**NOTICE OF WITHDRAWAL**

**INDEX NO.: 46418**  
**Serial # 156**  
**Tax Map: 16.-42**

\_\_\_\_\_  
X

**PLEASE TAKE NOTICE**, that the Plaintiff, by and through its attorneys, hereby withdraws its Order to Show Case filed on November 9, 2017 and scheduled to be heard on January 12, 2018.

Dated: January 11, 2018  
Westbury, New York

**RAS BORISKIN, LLC**

  
\_\_\_\_\_  
By: Gerry Careccia Leonti, Esq.

*Attorneys for Plaintiff*  
900 Merchants Concourse  
Westbury, New York 11590  
Phone: 516.280.7675

To:

**Phillips Lytle, LLP**  
Tax Foreclosure Counsel for the County of Wyoming  
29 East Main Street, Suite 1400  
Rochester, New York 14614

**James M. Wujcik, Esq.**  
Wyoming County Attorney  
11 Exchange Street  
Attica, New York 14011

**Erick Schneiderman, Esq.**  
NYS Attorney General  
144 Exchange Boulevard  
Rochester, New York 14614

**Benjamin J. Bonarigo, Sr., Esq.**  
**Attorney for Upstate Automotive Properties, LLC**  
18 Ellicott Street  
Batavia, New York 14020



**INDEX NO.: 46418**

**Serial # 156**

Tax Map: 16.-42

SUPREME COURT OF THE STATE OF NEW YORK

COUNTY OF WYOMING

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IN THE MATTER OF THE FORECLOSURE OF TAX LIENS BY PROCEEDING IN REM  
PURSUANT TO ARTICLE ELVEN OF THE REAL ESTATE PROPETY TAC LAW BY  
THE COUNTY OF WYOMING RELATING TO THE 2013 TOWN AND COUNTY TAX

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**NOTICE OF WITHDRAWAL**

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**RAS BORISKIN, LLC**

*Attorneys for Plaintiff*

900 Merchants Concourse, Suite LL-5

Westbury, New York 11590

Phone: 516.280.7675

Facsimile: 516.280.7674

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## *Civil Service Monthly Update January 2018*

### **Canvass Positions:**

- Caseworker Trainee

### **Certificates Issued**

- Computer Technical Assistant
- Dispatcher
- Correction Officer

### **Payrolls Certified:**

- County – 1/12/2018
- County – 1/26/2018
- Highway – 1/12/2018
- Highway – 1/26/2017
- WCCH – 1/5/2018
- WCCH – 1/19/2018
- Town of Pike

### **Exams Announced:**

- Administrative Secretary
- Principal Account Clerk
- Activity Leader

### **Exams Held:**

- Dispatcher

### **Exam Results:**

- Computer Technical Assistant
- Keyboard Specialist I
- Keyboard Specialist II
- School Secretary

### **Duty Statements (creations): (County)**

- Public Health Educator
- Administrative Assistant (Emergency Services)
- Principal Account Clerk
- Caseworker

### **Duty Statements (creations): (WCCH)**

- LPN
- Medical Office Assistant
- Orthopaedic Patient Care Coordinator

## **Duty Statements (creations): (Villages, Towns & Schools)**



### **Job Specifications:**

- Orthopaedic Patient Care Coordinator

### **Job Opportunities: County**

- Caseworker Per Diem – 1
- Administrative Assistant (Emergency Services) - FT (1)

### **Job Opportunities: WCCH**

- Student Aide - .40 (1)
- Laboratory Services Director – FT (1)
- RPN – FT (1)
- Building Maintenance Worker – FT (1)
- Nursing Assistant – FT (1)
- Nursing Assistant Per Diem – (1)
- Unit Helper – FT – (1)
- Orthopaedic Patient Care Coordinator – FT (1)