

HUMAN RESOURCE COMMITTEE MEETING AGENDA

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Tuesday, May 25, 2021 @ 9:00 AM

Location: *Supervisors’ Committee Room, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *King, Becker*, Kehl, Grant, Brunner, Leuer, Roche, Granger, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Committee Chair’s Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM County Clerk w/R. Pierce			
<p>1. Home Rule Request to extend Local Mortgage Recording Tax – additional one quarter percent (1/4%). This will be effective through 11/30/2024.</p> <ul style="list-style-type: none"> • As of 05/24/21: <ul style="list-style-type: none"> ○ S. 04484 <ul style="list-style-type: none"> ▪ 05/20/21 – 2ND REPORT CAL. ○ A.06183 <ul style="list-style-type: none"> ▪ 03/10/21 – referred to real property taxation 	<ul style="list-style-type: none"> • Current Local Law expires on 11/30/21 (The new local law should expire through 11/30/2024 (three (3) years) to run concurrently with the Home Rule Request) • Current Home Rule Request expires 11/30/21 • The Local Law should be introduced end of Aug. 2021 at the very latest. 	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
			NO ACTION REQUIRED
2. Introductory Local Law “__” and Set Public Hearing “ <i>A Local Law to Continue to Impose a County Recording Tax on Obligations Secured by a Mortgage on real Property</i> ”	<i>We can’t ask for this until we get #1.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
DMV w/R. Pierce			
<p>1. FYI: Extension of Expired Documents:</p> <ul style="list-style-type: none"> • All driver licenses and permits that expired March 1, 2020, or after continue to be extended by Executive Order at least through June 16, 2021. • The Executive Order also terminates the directive to county clerks to use appointments only for in-person transactions. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Present: *King, Becker*, Kehl, Grant, Brunner, Leuer, Roche, Granger, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
9:15 AM Human Resource w/D. Farberman			
<p>1. <i>Positions Create/Fill:</i></p> <p style="text-align: center;"><i>Highway</i></p> <p>Two (2) positions of <u>Interim County Highway Superintendent</u> (PT – variable FTE) on salary schedule D, at an hourly rate of \$45/hr. with only those benefits mandated by law. Position Available: May 17, 2021.</p>	<p><i>Positions sent for emergency approval on May 19, 2021, retroactive to May 17, 2021.</i></p>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>2. <i>Position Create/Fill:</i></p> <p style="text-align: center;"><i>Highway</i></p> <p>One (1) position of <u>Construction Project Coordinator</u> (Per Diem) (Temporary) on Salary Schedule S at an hourly rate of \$50/hr. not to exceed \$10,000.00 with only those benefits mandated by law. Position Available: June 9, 2021 through December 31, 2021.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>3. <i>Position Fill:</i></p> <p style="text-align: center;"><i>Highway</i></p> <p>One (1) position of <u>Deputy County Highway Superintendent</u> (FT – 1.0 FTE) (position # 101.452) at an annual salary to be determined upon hire, but commensurate with qualifications and experience. Person Vacating: Anthony Santoro, effective 4/30/2021. Position Available: June 2, 2021.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>4. <i>Position Fill:</i></p> <p style="text-align: center;"><i>Highway</i></p> <p>One (1) position of <u>Highway Superintendent</u> (FT – 1.0 FTE) (position # 049.052) at an annual salary to be determined upon hire, but commensurate with qualifications and experience. Person Vacating: Todd Gadd, effective May 31, 2021. Position Available: June 2, 2021.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

Committee Chair Initials: _____

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Present: *King, Becker*, Kehl, Grant, Brunner, Leuer, Roche, Granger, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>5. <i>Position Create/Fill:</i> <i>Animal Control</i> One (1) position of <i>Laborer (Per diem)</i> on Salary Schedule S, at an hourly rate of \$12.50/hour, with only those benefits mandated by law. Position Available: June 9, 2021 through the Medical Leave of Absence of the Animal Control Officer.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>6. <i>Position Create/Fill:</i> <i>Information Technology</i> One (1) position of <i>IT Administrative Assistant (FT – 1.0 FTE)</i> on Salary Schedule S, at an hourly rate between \$19.16/hr - \$23.53 based on qualifications and experience. Position Available: June 9, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>7. <i>Position Fill:</i> <i>Sheriff</i> One (1) position of <i>Dispatcher (FT – 1.0 FTE) (position # 062.108)</i> on WCSEA Job Grade 2, at an hourly rate of \$19.78/hr – \$26.75/hr. Person Vacating: Matthew Rajk, effective June 26, 2021. Position Available: June 27, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>8. <i>Position Fill:</i> <i>Sheriff</i> One (1) position of <i>Deputy Sheriff (PT – Variable FTE) (Non-Union) (position # 035.504)</i> following WCDSA job grade 4, at an hourly rate of \$25.45/hr - \$27.43/hr. Person Vacating: Jason Linderman, effective April 30, 2021. Position Available: June 2, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>9. Position Fill: <i>Health Department</i> One (1) position of <u>Director of Environmental Health</u> (FT – 1.0 FTE) (position # 107.422) on salary Schedule S at an annual salary of \$73,000.00, with an increase of \$1,000.00 upon permanent appoint, subject to performance benchmarks set and evaluated by the Public Health Administrator. Candidate to be eligible for 2022 COLA. Person Vacating: Steve Perkins, effective July 5, 2021. Position Available: July 12, 2021.</p>	<p><i>The duties of this position will be split 75% Health Department and 25% Weights and Measures.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>10. Amend Salary Schedule “S”:</p> <ul style="list-style-type: none"> • Set the salary of <i>Director of Environmental Health</i> (position # 107.422) in the Health Department to reflect an annual salary of \$73,000; effective July 12, 2021. • Remove the <i>Director of Environmental Health</i> (WCWRA stipend) in the amount of \$18,769 annually, effective July 6, 2021. • Set the FTE status of the <i>Deputy Director of Environmental Health</i> (position # 137.591) under the Public Health Department to part time/ variable FTE and set the salary to \$7,000.00 annually, effective July 12, 2021. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>11. Position Fill: <i>Health Department</i> One (1) position of <u>Deputy Director of Environment Health</u> (PT – Variable FTE) (position # 137.59) on Salary Schedule S at an annual salary of \$7,000.00. Person Vacating: R. Jines, effective July 11, 2021; position available date: July 12, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
12. <i>Position Creation/Fill:</i> <i>Health Department</i> One (1) position of <u>Water Resources Specialist</u> (PT - .6 FTE) on Salary Schedule S on a temporary basis from July 12, 2021 through December 31, 2021 at a total compensation of \$19,000.00. Position Available: July 12, 2021.	<i>The duties of this position will be split .4fte to the Health Department and .2fte to the Water Resource Agency.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
13. <i>Position Creation/Fill:</i> <i>Health Department</i> One (1) position of <u>Public Health Technician</u> (FT – 1.0 FTE) on CSEA Schedule A, Grade 15 at an hourly rate of \$21.35/hr-\$24.83/hr). Position Available: June 14, 2021.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
14. <i>Discussion Items:</i> <ul style="list-style-type: none"> • Highway Recruiting Update • Planner Recruiting Update • 211 Waiver • NYS Unemployment Refund • Executive Session 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Civil Service w/D. Farberman			
15. <u>Civil Service update for May 2021</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
County Attorney w/J. Wujcik			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Present: *King, Becker*, Kehl, Grant, Brunner, Leuer, Roche, Granger, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Historian w/C. Amrhein			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Records Retention w/G. Royce			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Board of Elections w/J. Schlick & H. Bush			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/S. King (minutes prepared by _____).

Next Human Resource Committee Meeting scheduled for **Tuesday, June 29, 2021 @ 9:00 AM.**

Committee Chair Initials: _____