

## FINANCE 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-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...

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We ask that you continue to practice safe social distancing requirements.**

*Thank you!*

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Date: Tuesday, March 01, 2022 @ 9:00 AM

Location: **Supervisors' Chambers, 2<sup>nd</sup> floor of the government center & Zoom Conference Call.**

Present: **Kehl, Grant**, Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
1. <b>Formation of a Opioid Addiction Settlement Taskforce</b>	<i>As requested by Chairwoman Ryan on the advice of County Attorney Wilkinson.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Information Technology w/B. Sikes</b>			
1. <b>Professional Service Contract \$5,001 or greater:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>CivicPlus, LLC</b> , 302 South 4 <sup>th</sup> Street, Suite 500, Manhattan, KS 66502, for the provision of website hosting and support in an amount not to exceed \$9,955.57; effective March 29, 2022 through March 28, 2023.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Professional Service Contract \$5,001 or greater:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>SHI</b> , 290 Davidson Avenue, Somerset, NJ 08873, for the annual License Subscription of Viper Endpoint Security in an amount not to exceed \$7,500.00; effective March 23, 2022 through March 22, 2023.	<i>Waiting on updated quote</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b>Professional Service Contract \$5,001 or greater:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>SHI</b> , 290 Davidson Avenue, Somerset, NJ 08873, for the annual license subscription for Barracuda email security and threat protection in an amount not to exceed \$5,421.24; effective March 11, 2022 through March 10, 2023.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: \_\_\_\_\_

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
4. <b>Professional Service Contract \$3,001 - \$5,000:</b> <b>Real Vision Software</b> , PO Box 12958, Alexandria, LA 71315, for document scanning maintenance support in an amount not to exceed \$3,300.00; effective April 1, 2022 through March 31, 2023.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. <b>Correct Amending Resolution No. 21-125 (Original Res. No. 15-386):</b> Rescind Resolution 21-125 as this contract amendment was not executed and was replaced by Resolution No. 21-330.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
6. <b>Amend Resolution No. 15-386:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Avenu Insights and Analytics, LLC (ACS)</b> , 5680 Trinity Parkway, Suite 120, Centreville, VA, 20120 for conversion services and contract extension of various systems in an amount not to exceed \$84,000; effective April 1, 2022 through September 30, 2022.	<i>As previously amended by - 18-276; 18-385; 19-091; 20-425; 20-478; 21-125 (being rescinded above); 21-330; and 21-569</i>  <i>*Avenu is working on getting the amendments drawn up.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
7. <b>Amend Resolution No. 19-561:</b> Authorize Chairwoman to sign an Amended Contract with Tyler Technologies, 1 Tyler Drive, Yarmouth, Maine, 04096, to include: additional hours needed for capital assets, payroll, and human resources implementation services. Not to exceed \$21,000.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
8. <b>FYI –</b> • Zoom license renewals – currently waiting on quotes		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>9. Professional Service Contract \$5,001 or greater:</b> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with <b>iVergent</b> , 247 Cayuga Rd, Suite 300, Cheektowaga, NY, 14225 for renewal of Switchvox Titanium Support and Maintenance Subscription, in an amount not to exceed \$10,500.00; effective March 11, 2022 through March 10, 2023.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Treasurer w/R. LaWall</b>			
<b>1. <u>Sales Tax update</u></b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>2. Amended Resolution Number 16-432 (as amended by 17-029):</b> With <b>Quadient/Lineage</b> , 385 N French Rd. Amherst NY 14228 for a postage meter for Central Storeroom in an amount of one thousand nine hundred fifty-nine dollars (\$1,959.00) annually; effective January 1, 2022 through December 31, 2026 to reflect: <ul style="list-style-type: none"> <li>• An amount not to exceed \$2,100.00 annually total contract not to exceed \$10,500.00 over five (5) years.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>3. Professional Service Contract (\$5,001 or greater):</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with the <b>Law Office of \ Foote &amp; Meyer, PLLC</b> , 23 West Court Street, Warsaw, NY 14569 for legal services of delinquent tax enforcement not to exceed \$10,000.00; effective March 1, 2022- March 1, 2024	<b>This contract to address chronic Bankruptcy filing and other delinquent tax collection issues outside the current County Attorney's process.</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
4. <i>Discussion of 2021 stipend to be paid for work performed during Treasurer Mayer's reduced time in office.</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. <b>2022 Appropriation:</b> To: 016422 521001 Property Purchased \$3,933,500.00 w/any funds available in the same amount Reason: In order to purchase 36 Center St. Ag Center	<i>Funds were budgeted in 2021 previously but a delayed closing necessitated an appropriation.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Real Property Tax Services w/S. Lippincott</b>			
1. <b>Info Only:</b> • Volunteer Firefighter/Ambulance Workers Exemption	<i>Review of current available exemption. Discussion on how to update.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Info Only: GIS Update</b> • ESRI will be coming to Wyoming County to hold individual needs assessment meetings with Dept Heads April 6 & 7th		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b>Disposition of Fixed Assets: (Permanent disposal only)</b> • Declare surplus and dispose of one (1) 2010 Ford Escape. VIN # <span style="background-color: yellow;">                    </span> . Originally acquired from Buildings and Codes in 2019. Highway has determined vehicle is beyond repair.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p><b>4. Amend Resolution #22-090:</b> To reflect a Joint Resolution between Real Property Tax Services and the County Health Dept. with <b>ESRI, Inc.</b>, 380 New York Street, Redlands, CA 92373 as follows:</p> <ul style="list-style-type: none"> <li>• ArcGIS Pro Parcel Fabric Migration in an amount not to exceed \$28,320.00;                             <ul style="list-style-type: none"> <li>○ Real Property Tax Services</li> </ul> </li> <li>• ArcGIS Pro training in an amount not to exceed \$8,250.00;                             <ul style="list-style-type: none"> <li>○ County Health Department (\$6,000.00):                                     <ul style="list-style-type: none"> <li>▪ ArcGIS Pro: Essential Workflows at ESRI Site 3 Days per Seat Instructor Led Training (\$2,250.00)</li> <li>▪ Migrating from ArcMap to ArcGIS Pro at ESRI Site 2 days per Seat Instructor Led Training (\$1,500.00)</li> <li>▪ Working with Parcel Data in ArcGIS Pro at ESRI Site 3 Days per Seat Instructor Led Training (\$2,250.00)</li> </ul> </li> <li>○ Real Property Tax Services (\$2,250.00):                                     <ul style="list-style-type: none"> <li>▪ Working with Parcel Data in ArcGIS Pro at ESRI Site 3 Days per Seat Instructor Led Training (\$2,250.00)</li> </ul> </li> </ul> </li> <li>• All else remains the same.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<b>Wyo. Co. Community Hospital w/M. Corcimiglia</b>			
<p><b>1. General Update</b></p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent:

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<p>2. <b>Amend Resolution #21-509</b> approved on 11/09/2021 with <b>DCCS CONSULTING, LLC</b>, 205 Hackney Circle, Wilmington, DE 19803, interim chief financial officer recruitment advisory services agreement to recruit a qualified candidate for the position of interim chief financial officer, not to exceed \$150,000 including reimbursable expenses (travel, lodging, etc.), effective 10/18/2021 – 04/18/2022 with 30-day termination notice, pending approval by the Wyoming County Board of Supervisors, as follows:</p> <ul style="list-style-type: none"> <li>Extend the term of the agreement from 10/18/2021 – 04/18/2022 through <b>04/19/2022 – 10/18/2022.</b></li> <li>Not to exceed \$150,000 per term, including reimbursable expenses (travel, lodging, etc.)</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>3. <b>Amend Resolution #19-082</b> approved on 02/12/2019 with <b>AQUITY SOLUTIONS, LLC</b>, 125 Edinburgh South Drive, Suite 310, Cary, NC 27511 (formerly <b>M*MODAL</b>, 5000 Meridian Parkway, Suite 200, Franklin, TN 37067), related to a master agreement for transcription services for medical records and radiology, not to exceed \$170,000 per year [\$340,000 total contract amount], as follows:</p> <ul style="list-style-type: none"> <li>Extend the term of the agreement from 02/01/2021 – 01/31/2022 through <b>02/01/2022 – 01/31/2023.</b></li> <li>All else remains the same.</li> </ul>	<p><b>Resolution #21-511 approved on 11/09/2021</b>  <b>Resolution #19-082 approved on 02/12/2019</b></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p><b>4. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b>                      Authorize the Hospital Administrator (or appointed designee) to sign an agreement with <b>JOHNSON CONTROLS FIRE PROTECTION</b>, 90 Goodway Drive, Rochester, NY 14623, to upgrade the hospital fire panel, wiring, and older devices to a fully addressable system per the scope of work, \$335,344.44 (NYS Contract #PT68816), effective 02/15/2022 – 12/31/2022.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. Authorize the Hospital Administrator (or appointed designee) to sign an employment agreement with <b>ZERAH ALI, DPM</b>, 8929 Clipnock Road, Stafford, NY 14143, to provide professional podiatry services, \$150,000 per year, effective 03/21/2022.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>6. <u><b>Amend Salary Schedule C as follows:</b></u></p> <ul style="list-style-type: none"> <li>• Abolish one 1.00 FTE <b>Director of Clinical Data Abstraction/Nurse Supervisor</b> position (Position Code #01.174.627) under <u>NURSING ADMINISTRATION (ACUTE)</u>, effective 03/06/2022.</li> <li>• Abolish one 1.00 FTE <b>Administrative Secretary</b> position (Position Code #12.169.013) under <u>NURSING ADMINISTRATION (ACUTE)</u>, effective 03/06/2022.</li> <li>• Create one 1.00 FTE <b>Administrative Assistant</b> position (Position Code #TBD) under <u>NURSING ADMINISTRATION (ACUTE)</u> and set the hourly rate at \$22.78 per hour, position available date 03/06/2022.</li> <li>• Abolish one 1.00 FTE <b>Administrative Secretary</b> position (Position Code #12.161.013) under <u>MEDICAL DIRECTOR</u>, effective 02/19/2022.</li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>7. <u><b>Amend Salary Schedule P as follows:</b></u></p> <ul style="list-style-type: none"> <li>• Abolish one 1.00 FTE <b>Certified Nurse Midwife FT</b> position (Position Code #17.109.519) under <u>OB CLINIC</u>, effective 02/19/2022.</li> <li>• Create one 1.00 FTE <b>Podiatrist</b> position (Position Code #TBD) under <u>PODIATRY CLINIC</u> and set the salary at \$150,000 per year, position available date 03/06/2022.</li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>



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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>8. Appointment:</b> <b style="text-align: center;">WCCH Board of Managers</b> <b style="text-align: center;">Members</b> <i>To fill a vacant unexpired five (5) year term through December 31, 2023(replacing A. Douglas Berwanger)</i> <ul style="list-style-type: none"> <li>• <b>Janice Shirley</b>, 5566 Oatka Road, Warsaw, NY 14569</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Budget Office w/J. Cook</b>			
1. <i>Review Income Statement as of 3/1/22 for year ending 12/31/21.</i>	<b>**Attachments Pending</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>Review transfers made to 2021 Budget</i>	<b>**Attachments Pending</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <i>FYI – Fringe Benefit Rate Calculation @ 47.02% based on 2021 expenditures.</i>	Fringe rate & history attachments Pending	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. <b>2021 Appropriation (on behalf of Hospital Fund)</b> <b>To:</b>  Reason: To appropriate funds to cover 2021 expenses w/Income	**all transactions are not recorded as of today for an accurate figure.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

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<b>Off Track Betting w/S. May</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Clerk to the Board w/C. Ketchum</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Board of Supervisors w/C. Ketchum</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Co. Insurance Office w/ T. Vacinek</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

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<b>Other/Referrals:</b>			
<b>HUMAN RESOURCES</b>			
<b>County Historian</b>			
<b>1. 2022 Appropriation:</b> To: 017510.541202 Printing \$300.00 w/01751004.427050 Gifts & donations \$300.00 <b>Reason:</b> For regular printing funds as all funds budgeted for 2022 are encumbered due to an increase in print copies of <i>Historical Wyoming</i> .		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Human Resource Department</b>			
<b>2. <u>Amend Local Law Introductory A, 2022:</u></b> <ul style="list-style-type: none"> <li>• Revise the <i>Superintendent of County Highways</i> lump sum to \$1,870.40 to reflect the corrected calculation from salary set at \$80,000.00; effective August 30, 2021 and a revised COLA increase of \$2,000.00 for an annual 2022 salary of \$82,000.00.</li> <li>• Lump sum of \$857.30 for the <i>Director of Veteran Services</i> pro-rated to 09/13/21 start date.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>3. 2022 Appropriation:</b> To: 011430.541010 Office Supplies \$2,000.00 w/Any Funds Available \$2,000.00 <b>Reason:</b> To purchase a functional desk for payroll.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Date: Tuesday, March 01, 2022 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center & Zoom Conference Call.*

Present: **Kehl, Grant**, Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>HUMAN SERVICES</b>			
<b>Social Services</b>			
<b>1. 2022 Appropriation:</b> <b>To:</b> 016010.543001 Pathways Grant                      \$38,280.00 w/01601004.43610 Social Services Admin – State increased by same. <b>Reason:</b> Youth Bureau Safe Harbour		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>PUBLIC HEALTH</b>			
<b>Mental Health</b>			
<b>1. 2022 Appropriation:</b> <b>To:</b> 014325.542409 Advocacy Srvc                      \$(114.00) 014325.542414 Respite Care                      11.00 014325.542419 Drop In                              22.00 014325.542441 Misc MH Progr                      7.00 014325.542445 Supported Apt.                      23.00 014325.542467 Crisis Outreach                      855.00 014325.542468 Case Mngmnt <u>181.00</u> w/01432500.434900 MH State Aid                      \$985.00 <b>Reason:</b> State Aid Adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>2. 2022 Appropriation reduction:</b> <b>To:</b> 014323.542411 PAO                                      \$(681.00) 014323.542412 Forensic Case Mngmnt                      (130.00) 014323.542420 Psycho/Social <u>33.00</u> w/01432301.434900 MH State Aid                      \$(778.00) <b>Reason:</b> State Aid Adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>3. 2022 Appropriation:</b> <b>To:</b> 014322.542408 GLOW ARC <u>\$278.00</u> w/01432200.434900 MH State Aid-ARC    \$278.00 <b>Reason:</b> State Aid Adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>4. 2022 Appropriation:</b> <b>To:</b> 014321.542422 MH: Suburban Adult Services <u>\$652.00</u> w/01432100.434900 State Aid                        \$652.00 <b>Reason:</b> State Aid adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>5. 2022 Appropriation</b> <b>To:</b> 014326.542306 MH: Dwyer Funding: Other <u>\$31,053.23</u> w/01432601.434900 MH: Dwyer Revenue        \$31,053.23 <b>Reason:</b> Funding for Dwyer Veteran Peer-to-Peer Services		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Public Health</b>			
<b>1. 2022 Appropriation</b> <b>To:</b> 14010.54246 ELC COVID 19 Schools Grant    \$639,214.02 14010.510001 FT SDI                                7,500.00 14010.581001 Retirement                        1,275.00 14010.582002 CSEA Disability                    200.00 14010.583001 FICA                                 465.00 14010.585001 Medicare FICA <u>109.00</u> w/01401022.444890 ELC Schools and Fellows (FEDERAL) increased    \$648,763.02 <b>Reason:</b> 2022 portion of Federal funds passed through by NYS. This is federal funding that the CDC awarded to NYSDOH specifically for reopening schools and establishing a COVID-19 screening testing program. CFDS #93.323		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>PLANNING COMMITTEE</b>			
<b>1. 2022 Appropriations</b> <b>To:</b> 016420.540910 Tourism \$45,000.00 w/01642001.440890R Federal Recovery \$45,000.00 <b>Reason:</b> To appropriate Recovery funding previously approved for a redesign of the Tourism Website		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>2. 2022 Appropriations</b> <b>To:</b> 016420.540910 Tourism \$20,000.00 w/01642001.440890R Federal Recovery \$20,000.00 <b>Reason:</b> To appropriate Recovery funding previously approved for Fresh Air Adventures – Regional Marketing and Public Relations campaign		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>3. 2022 Appropriations</b> <b>To:</b> 016420.540910 Tourism \$28,000.00 w/any funds available \$28,000.00 <b>Reason:</b> To appropriate funding for a contractual agreement to provide front desk attendance at the Ag Business Center.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>PUBLIC WORKS</b>			
<b>Highway</b>			
<b>1. 2022 Appropriations</b> <b>To:</b> 045110.542601CCP Contractual Expense \$140,400.00 w/04511002.412890 Other Income – Misc Grant \$140,400.00 <b>Reason:</b> To appropriate for the Crow Creek Project w/ funding awarded through BNW		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Present: **Kehl, Grant,** Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>FINANCE COMMITTEE:</b>			
<b>Salary Schedule Amendments</b>			
<p>1. <u><b>Amend Salary Schedule S (Human Resource Dept.):</b></u></p> <ul style="list-style-type: none"> <li>• Set the salary of the <b>Deputy Human Resource Director</b> (position #026.569) to \$75,000.00, effective March 14, 2022.</li> <li>• Set the hourly wage of the <b>Human Resource Assistant</b> (position code 001.434) at \$19.23/hr; effective January 11, 2021. Lump Sum and 2022 COLA will adjust accordingly.</li> <li>• Remove the lump sum of \$1,173.05 for the <b>Asst. County Attorney (2<sup>nd</sup>)</b> as the incumbent has only held the position since 01/05/22. The calculation will be made “behind the scene” for the former incumbent (appointed Co. Atty.; effective 01/01/22).</li> <li>• Lump sum of \$2,946.42 for the <b>Asst. County Attorney (1<sup>st</sup>)</b> pro-rated to 06/14/21 start date.</li> <li>• Lump sum of \$1,166.48 for the <b>Asst. District Attorney (3<sup>rd</sup>)</b> pro-rated to 10/12/21 start date.</li> <li>• Include lump sum of \$3,426.38 and 2022 COLA increase for <b>Engineering Technician</b> in the HIGHWAY DEPT.</li> <li>• Lump sum of \$225.19 for the <b>Asst. Public Defender (3<sup>rd</sup>)</b> pro-rated to 11/15/21 start date.</li> <li>• Lump sum of \$1,219.13 for the <b>Building Inspector</b> (position code 029.029) pro-rated to 07/14/21 start date.</li> <li>• Revise the <b>Undersheriff's</b> 2022 salary to reflect the corrected \$99,897.00</li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

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Present: **Kehl, Grant,** Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<ul style="list-style-type: none"> <li>• Revise the <b>Secretary to the Sheriff's</b> 2022 salary to reflect the corrected \$57,750.00</li> <li>• Revise the <b>Secretary to the Sheriff (Temp.)'s</b> salary to reflect the corrected \$63,281.00</li> <li>• Set the salary of the <b>911 Coordinator</b> at \$65,000.00 annually; effective May 02, 2021.</li> <li>• Lump sum of \$3,033.49 for the <b>911 Coordinator</b> pro-rated to 05/02/21 start date</li> <li>• Revise the <b>911 Coordinator's</b> COLA increase to reflect the corrected calculation from salary set at \$65,000.00; effective May 02, 2021 to \$1,625.00 for an annual 2022 salary of \$66,625.00.</li> <li>• Revise the <b>Jail Administrator's</b> 2022 salary to reflect the corrected \$80,842.00</li> </ul>			
<p>2. <u><b>Amend Salary Schedule D (Human Resource Dept):</b></u></p> <ul style="list-style-type: none"> <li>• Lump sum of \$1,764.46 for the <b>Sr. Planner</b> pro-rated to 07/19/21 start date.</li> <li>• Lump sum of \$857.30 for the <b>Director of Veteran Services</b> pro-rated to 09/13/21 start date.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:



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Present: **Kehl, Grant,** Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>3. <b><u>Amend Salary Schedule G:</u></b></p> <ul style="list-style-type: none"> <li>Set the salary of the <b>Alzheimer Caregiver Coordinator</b> within the Department of Office for the Aging to reflect \$23.55 per hour (annual salary equivalent of \$42,866.00) for 2022; effective January 1, 2022 to December 31, 2022.</li> <li>Provide a 5 percent 2021 Lump Sum for the <b>COVID-19 Response Assistant</b> under COUNTY HEALTH DEPARTMENT in an amount not to exceed \$1,461.60.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Position Requests</b>			
<p>1. <b><u>Position Fill:</u></b></p> <p style="text-align: center;"><b>Human Resources</b></p> <p>Fill one (1) position of <b><u>Deputy Director of Human Resources</u></b> (1.0 FTE) (position # 026.569) on Salary Schedule S at an annual salary of \$75,000.00. Person vacating: John Ford, effective March 11, 2022. Position Available: March 14, 2022.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>2. <b><u>Position Create/Fill:</u></b></p> <p style="text-align: center;"><b>Human Resources</b></p> <p>Create and fill one (1) position of <b><u>Deputy Director of Human Resources</u></b> (Per Diem) (Temp.) on Salary Schedule S at an hourly rate of \$48.64 per hour, not to exceed \$4,000.00. Position Available: March 14, 2022.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Present: **Kehl, Grant, Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby**

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p><b>3. <u>Position Fill:</u></b> <b>Social Services Dept.</b> Fill one (1) position of <u>Senior Account Clerk</u> (Position Code: #159.216), CSEA Agreement, Sch. A. Grade 6 (\$17.92 - \$19.98/hr.) to replace Christy Metler who resigned on 2/4/22. Position available date: 3/2/22.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>4. <u>Position Fill:</u></b> <b>Social Services Dept.</b> Fill one (1) position of <u>Social Services Principal Program Specialist</u> (Position Code: #100.313), CSEA Agreement, Sch. A. Grade 15 (\$21.35 - \$24.83/hr.) to replace Cindy Hinz who returned to her previous position on 2/7/22. Position available date: 3/2/22.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>5. <u>Position Create/Fill:</u></b> <b>Social Services Dept.</b> Create One (1) position of <u>Social Services Program Specialist Trainee</u> (FT – 1.0 FTE) on CSEA Agreement, Sch. A. Grade 8 (\$18.75 - \$21.69/hr.) Position available date: 3/9/22.  After 12-months of satisfactory training and meeting pre-established goals; this newly created position will be eligible for promotion into the vacant <b>Social Services Program Specialist</b> (Position Code #114.359) (previously held by Amy Joy) Sch. A. Grade 10 salary range \$19.40 - \$21.95.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Present: **Kehl, Grant**, Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p><b>6. Position Create/Fill</b> <b>Planning Department</b> Create one (1) position of <u><a href="#">Keyboard Specialist, PT (Temp.)</a></u> (.4 FTE), CSEA agreement, sch. A, grade 2/step 3 (\$17.29/hr.) – not to exceed 14 hours per week); effective February 15th, 2022 through March 25th, 2022 (for a period not to exceed 6 weeks).</p>	<p><i>Emergency fill executed by Chairwoman Ryan on February 15th, 2022</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>7. Position Fill:</b> <b>Highway Dept.</b> Fill one (1) position of <u><a href="#">Motor Equipment Operator (FT - Seasonal)</a></u> (1.00 FTE) (position #084.163) at \$16.00/hr. (\$17.00/hr. with CDL), (for 26 weeks) person vacating is Brandon Cousins on <del>10/25/21</del> <b>10/24/21</b>, Position Available: March 2, 2022.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>8. Position Fill:</b> <b>Highway Dept.</b> Fill one (1) position of <u><a href="#">Motor Equipment Operator (FT - Seasonal)</a></u> (1.00 FTE) (for 26 weeks) (position #091.163) at \$16.00/hr. (\$17.00/hr. with CDL), person vacating is Richard Lepkowski on <del>10/25/21</del> <b>10/24/21</b>. Positions Available: March 2, 2022.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>9. Position Create/ Fill:</b> <b>Highway Dept.</b> Create two (2) positions of <u><a href="#">Laborer (FT - Seasonal)</a></u> (1.00 FTE) (for 26 weeks) at \$15.00/hr., Positions Available: March 9, 2022.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Present: **Kehl, Grant,** Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
10. <b>Position Fill:</b> <p style="text-align: center;"><b>County Jail</b></p> One (1) position of <b><u>Correction Officer, PT</u></b> (position code 001.065) SEA agreement, (\$23.80 - \$26.02/hr) to replace Mary Jarmusz who vacated the position on 01/30/22. Position available date: 03/02/22.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
11. <b>Position Fill:</b> <p style="text-align: center;"><b>County Jail</b></p> One (1) position of <b><u>Correction Officer, PT</u></b> (position code 068.065) SEA agreement, (\$23.80 - \$26.02/hr) to replace Jennifer DiAngelo who vacated the position on 02/18/22. Position available date: 03/02/22.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
12. <b>Reinstate/Amend/Fill:</b> <p style="text-align: center;"><b>Fire and Building Code Enforcement</b></p> Reinstate and amend one (1) position of <b><u>Fire Safety Inspector, PT</u></b> (position code #017.492), amend to full time and amend salary schedule S to reflect an hourly rate of \$20.88/hr. for an annual salary equivalent of \$38,002.00; effective March 9 2022.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Present: **Kehl, Grant**, Davis, Roche, Leuer, May, Brick, King, Becker, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
13. <b>Position Fill:</b> <i>Fire and Building Code Enforcement</i> Fill one (1) position of <u>Keyboard Specialist</u> (1.00 FTE) (position code #030.337) CSEA agreement, sch. A, grade 2 (\$16.70 - \$18.22/hr) to replace Brenda Bonafede who transferred Dec. 7th, 2021 into Account Clerk; effective March 2, 2022.	<i>Upon Account Clerk resignation (Samantha Grisewood), Brenda Bonafede transfer into the Account Clerk leaving our Keyboard position vacant.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/B. Kehl (minutes prepared by \_\_\_\_\_)).

Next Finance Committee Meeting scheduled for **Tuesday, April 05, 2022 @ 9:00 AM.**