

**BUDGET AND SALARY REVIEW COMMITTEE**  
**February 23, 2012**

**PRESENT:**

Patrick Grattan, Chairman  
Kevin McDonald  
Lawrence Andrews  
Roy Brown  
Arthur Bassin  
Elizabeth Young  
Ray Staats  
Robin Andrews  
William Hughes  
Richard Keaveney  
Richard Scalera

**ALSO PRESENT:**

Becky Vinchiarello, Deputy Clerk  
Bernie Kelleher  
Ronald Caponera  
Catherine Hogencamp  
Michael Cole  
John Rutkey  
Paul Mossman  
P.J. Keeler  
Michael Williams-Riordon  
David Robinson  
Brent Stack  
Lt. Lanphear  
Rob Fitzsimmons  
Arlene Levinson  
David Ames  
Lt. Andrews

Chairman P. Grattan called the meeting to order at 2:00 P.M.

**Resolution Request** - Authorization to upgrade a current Clerk Typist GR10 to an Account Clerk GR10B (KT). The employee is working above her grade for some amount of hours in the week. Because of office space being changed around they will need the employee to work as an Account Clerk full time. This would be a GR10B rather than a GR10. This could potentially cause an issue for the County if it is not addressed. Motion to approve by E. Young, seconded by R. Andrews, motion carried. **Refer to Finance.**

**Resolution Request** - Authorization for the purchase of Phase 3 hardware and related items to meet the agencies needs for the new electronic records system. Not to exceed \$32,090.96. To be paid for with Federal Salary Share funds. Motion to approve by E. Young, seconded by R. Andrews, motion carried. **Refer to Finance.**

**Resolution Request** – Authorization to purchase from the TenEleven Group a series of enhancements needed for their new electronic records system. Not to exceed \$9,500.00. To be paid for with Federal Salary Share money. Motion to approve by W. Hughes, Jr. seconded by R. Staats, motion carried. **Refer to Finance.**

**Resolution Request** - Authorization to utilize up to \$6,000.00 of the Kurt Almer Trust Fund for John Lyons, for tuition and associated expenses. This resolution has been reviewed by labor council as requested by the Committee, and amended by the County Attorney's office. Motion to approve by W. Hughes, Jr., seconded by L. Andrews, motion carried. A budget amendment of \$6,000.00 from Account # 0093-9972 to a .4 account will be needed as well. Motion to approve the budget amendment by W. Hughes. Jr. seconded by E. Young, motion carried. **Refer to Finance.**

**Pine Haven – L. Andrews presented for A. Proper**

**Resolution Requests:**

Authorization to fill the approved vacant budgeted positions:

(1) PT RPN, Grade 17 at an hourly rate of \$25.5560/hour. Motion to approve by R. Andrews, seconded by E. Young, motion carried. **Refer to Finance.**

Authorization to fill (1) FT LPN, Grade 15, at a base salary of \$47,082.00. Motion to approve by K. McDonald, seconded by R. Staats, motion carried. **Refer to Finance.**

**Department of Social Services: Paul Mossman**

**Resolution Request:** Authorization to fill the following vacant, budgeted positions, effective March 15, 2012:

One (1) Principal Social Welfare Examiner, GR 16, base salary \$50,225.00 and to fill any vacancies created due to promotion to this position.

One (1) Part-time Assistant Social Services Attorney, FPE, 60 hours, base salary \$42,664.00, waiving the Step reduction and full medical benefits available as of the date of hire, vacancy due to

resignation. Motion to approve both requests by E. Young seconded by A. Bassin, motion carried. Refer to Finance.

Public Defender's Office – A. Levinson

Resolution Request: Amending .4 of the 2012 budget to include \$19,500.00 for an investigator in the Public Defender's Office or to create a position under .1 as determined by the Controller and the County Attorney's Office. This request is being made as A. Levinson was awarded a grant. It will eventually be budget neutral. Motion to approve tentative upon the State awarding the money to the County by W. Hughes, Jr., seconded by R. Keaveney, motion carried. Refer to Finance. R. Caponera added that this will be done through a .4 account.

Highway – B. Kelleher

Resolution Request – Authorization to purchase two international 7500 SFA 4x2 truck cab and chassis with extended warranties as per bid to Ben Funk Inc. of Hudson N. Y. at a total cost of \$217,511.96. B. Kelleher explained that contracting off of the OCFS contract will not be an option this year. The increase in price is due to an extended warranty. The delivery of these parts will most likely be sometime in the Fall. Motion to approve by R. Staats, seconded by R. Keaveney, motion carried. Refer to Finance.

B. Kelleher added that he has an opportunity to purchase a lightly used Grade All for a price in the \$200K range. They are typically priced at \$340K or higher. He will pursue going out to bid for this with the County's approval. Motion to approve encouraging B. Kelleher to move forward with this by L. Andrews, seconded by E. Young, motion carried. R. Staats voted No.

Central Services – D. Ames

Request to move into EXECUTIVE SESSION at 2:52PM by W. Hughes, Jr., seconded by L. Andrews, motion carried.

REASON: To Discuss Personnel

Motion to return to REGULAR SESSION at 3:00 PM by L. Andrews, seconded by W. Hughes, Jr., motion carried.

Resolution Request – Authorization to create an additional Senior Auto Mechanic position in Central Garage GR13C \$43,165.00 to allow for expansion of services performed in house while simultaneously reducing .2 & .4 expenditures for outside service /repair. Motion to approve by E. Young, seconded by W. Hughes, Jr., motion carried. Refer to Finance.

.2 Request – Authorization to purchase a Tire Changer/ Wheel Balancer Combination for \$6,500.00. This purchase will pay for itself in one year as D. Ames will no longer have to send vehicles out to the private sector for this vehicle maintenance. Motion to approve by R. Scalera, seconded by R. Staats, motion carried.

Sherriff

.2 Expenditure – Authorization to purchase (3) Chevrolet Tahoes and (2) Chevrolet Impalas, at a cost not to exceed \$158,991.50. Five vehicles will eventually be rotated out of the Sheriff's fleet. Motion to approve by E. Young, seconded by L. Andrews, motion carried.

Department of Public Works – D. Robinson

Authorization for the Chairman of the Board of Supervisors to execute a contract with the lowest responsible bidder for the purchase of 190' telecommunications tower at the County's Pine Haven Site in Claverack, NY in an amount not to exceed \$40,000.00. He will achieve a savings of 6-8K by splitting the contract out. The town of Claverack has approved this. Motion to approve by R. Keaveney, contingent upon the fact that the money was encumbered, seconded by R. Andrews, motion carried. Refer to Finance.

Board of Elections – Chairman Grattan presented for J. Nastke and V. Martin

Resolution Request – Authorizing the purchase of a printer at a cost not to exceed \$40,000.00 and authorizing the Treasurer/Controller to transfer needed funds from the .4 account to the .2 account. We currently buy the ballots. This will allow us to print our own, saving the County money. This printer will pay for itself in one year. It is a specialty printer used for ballot printing. Motion to approve by W. Hughes, Jr. seconded by R. Andrews, motion carried. Refer to Finance.

Resolution Request – Authorization to adopt the attached schedule of election worker payments for primary and general elections in 2012. Motion to approve by W. Hughes, Jr., seconded by K. McDonald, motion carried. Refer to Finance.

**Tourism – K. McDonald presented for K. Flood**

**Resolution Request - Approval of Travel/Dining Guide Publisher – to award the production and printing to Luminary Publishing, not to exceed \$29,000.00. This is budgeted and is being awarded to the lowest responsible bidder. Motion to approve by E. Young, seconded by R. Staats, motion carried. Refer to Finance.**

**Controller – R. Caponera**

**Resolution Request – Authorization to contract with Ken Wilber to provide the County transitional assistance through the end of the year, at a cost not to exceed \$12,500.00 Motion to approve by E. Young, seconded by K. McDonald, motion carried. Refer to Finance.**

**Resolution Request – Authorizing various capital projects in and for the County of Columbia NY at a maximum estimated cost of \$12,078,200.00 and authorizing the issuance of \$12,078,200.00 in bonds of said County and pay the cost thereof. After discussion regarding an amount of ten million going towards the Court House, there was a motion to approve by W. Hughes, Jr., seconded by L. Andrews, motion carried. Refer to Finance.**

**Request to move into EXECUTIVE SESSION at 3:14PM by E. Young, seconded by W. Hughes, Jr., motion carried.**

**REASON – To Discuss Personnel**

**Motion to return to REGULAR SESSION at 3:51PM by K. McDonald, seconded by W. Hughes, Jr., motion carried.**

**Resolution Request - Authorization to modify the annual salaries of non-union management personnel, non-union licensed professional personnel, and non-elected non-union , non – management, confidential, exempt class, and unclassified personnel of the County of Columbia. It was decided that the Communication Officer, Jail Cook, Election Technician, Election Trainer, Election Worker, Poll Site Specialist, Election Commissioner, and Sr. Election Technician should be moved to Exhibit C.**

**Motion to approve the Chairman’s salary being set at \$30,000.00 for the year 2012 by Chairman Grattan, seconded by L. Andrews, motion carried. Refer to Finance.**

**Motion to approve all other salaries/raises with amendments listed above by W. Hughes, Jr., seconded by E. Young, motion carried. Refer to Finance.**

**Resolution Request – Authorizing the transfer of the Accounts Payable Department to the Controller/Auditor’s Department. Motion to approve by L. Andrews, seconded by K. McDonald, motion carried. Refer to Finance.**

**With no further business there was a motion to adjourn at 3:58 PM by Chairman Grattan, seconded by K. McDonald, motion carried.**

**BUDGET & SALARY:**

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Patrick Grattan, Chairman

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Richard Scalera

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Raymond Staats

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Elizabeth Young

