

BUDGET AND SALARY REVIEW COMMITTEE
November 29, 2012

PRESENT:

Patrick Grattan, Chairman
Arthur Bassin
Ray Staats
Roy Brown
Elizabeth Young
Kevin McDonald
Richard Scalera
William Hughes, Jr
Rick Keaveney

ABSENT:

Lawrence Andrews, notified
Robin Andrews, notified

ALSO PRESENT:

Becky Vinchiarello, Deputy Clerk
Cathy Hogencamp
Ronald Caponera
Micheale Williams – Riordon
David Robinson
Robert Linville
Arlene Levinson
Lt. Lanphear
Ken Flood
P.J. Keeler
Joseph Ambrose
Mathew Murell
Ronald Knott
Suzett Booy
Holly Tanner
Sara Sterling
John Rutkey
Rick Juliano
Art Proper

Public: 1
Press: 1

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

Department of Social Services – M. Williams – Riordon

Resolution Request: Authorization to fill One (1) position of Senior Social Welfare Examiner, GR 13C, 2012 base salary \$43,165.00 and to fill any vacancies created there from.

Resolution Request: Authorization to fill Two (2) vacant, budgeted positions of Social Welfare Examiner, GR 12, 2012 Step 1 salary \$32,018.00. Motion to approve both requests by R. Brown, seconded by E. Young, motion carried. **Refer to Finance.**

Resolution Request: Authorization to transfer \$136,320.00 from accounts within the Department that are not being fully utilized to other accounts with the Department that require additional funds. Motion to approve by R. Brown, seconded by W. Hughes Jr., motion carried. **Refer to Finance.**

Engineering – D. Robinson

Resolution Request – Authorizing the Chairman of the Columbia County Board of Supervisors to execute a Professional Services Agreement with Greenman-Pedersen, Inc. (GPI) of Albany, NY in the amount of \$26,820.00 for the Final Design of the Replacement of Columbia County culvert #54/0.453 located along Columbia County Rte. 8 (Main Street) in the Town of Germantown. Motion to approve by E. Young, seconded by R. Staats, motion carried. R. Brown abstained. **Refer to Finance.**

Resolution Request – Authorizing the Chairman of the Columbia County Board of Supervisors to execute a Professional Services Agreement with WSP Sells of Briarcliff Manor, NY in the amount of \$84,800.00 for the Final Design of the Rehabilitation of the Stottville Bridge/Bin 3342270 carrying County Rte. 20 (Atlantic Ave.) over Claverack Creek in the Town of Stockport. Motion to approve by R. Brown, seconded by K. McDonald, motion carried. **Refer to Finance.**

Highway – D. Robinson

Resolution Request: Authorization to fill the vacant position of Motor Equipment Operator I at the 2012 Step I starting salary of \$32,354.00. This position is vacant due to the resignation of an employee. Motion to approve by E. Young, seconded by R. Staats, motion carried. **Refer to Finance.**

Resolution Request: Authorization to transfer \$12,000.00 from the Machinery Fund DM-5E-5130-4738-E4000 (Tires/Tubes) to the DM-5E-5130-4270-E4000 (Repair Parts) line. This transfer is necessary to cover an anticipated shortfall in the repair parts line. Motion to approve by R. Brown, seconded by R. Staats, motion carried. Refer to Finance.

Facilities – D. Robinson

Resolution Request: Authorization to transfer funds in the amount of \$26,000.00. Motion to approve by K. McDonald, seconded by R. Brown, motion carried. Refer to Finance.

Solid Waste - D. Robinson

Resolution Request: Authorization to fill the position of Motor Equipment Operator I in the Solid Waste Department at a Step 1 salary of \$31,354.00. Motion to approve by W. Hughes Jr., seconded by E. Young, motion carried. Refer to Finance.

Resolution Request - Awarding the bid to Central Poly Corporation for the purchasing of garbage bags for the Solid Waste Program, at a cost not to exceed \$50,000.00. Motion to approve by R. Brown, seconded by W. Hughes Jr., motion carried. Refer to Finance.

Resolution Request- Authorization for the Solid Waste Department to Transfer \$20,000.00 from Account #EL-8E-8160-4429-E4000 Professional Services to Account # EL-8E-8160-4025-E4000 Service and Repair. Motion to approve by W. Hughes Jr., seconded by E. Young, motion carried. Refer to Finance.

MIS – R. Juliano

Resolution Request – Authorization to create and fill a position of Computer Programmer Assistant GR13, at a salary of \$40,810.00 in the MIS Department. Motion to approve by W. Hughes, Jr. seconded by R. Brown, motion carried. Refer to Finance.

Public Defender – R. Linville

Resolution Request – Authorization to fill one vacant Assistant Public Defender III position effective December 6, 2012.

Resolution Request – Authorization to fill one vacant Assistant Public Defender III position effective January 1, 2013.

Both positions are budget neutral and are needed due to employees leaving the department. Chairman Grattan expressed his opinion that the PT positions should be combined to FT positions. R. Linville responded that he would like to keep them the same at this time as the PT attorneys practice different areas of law. A. Levinson added that she fears by combining these positions it would eventually lead to the hiring of more FT positions. R. Brown made a motion to approve both requests, but added the County should continue to work with the Public Defender's office to reduce costs. Motion seconded by W. Hughes, motion carried. Chairman Grattan voted No. Refer to Finance.

Resolution Request - Authorization to fill an Assistant Public Defender, not to exceed 90 days, due to the current employee taking a maternity leave. Although the Department had only presented an Emergency Hire Request to the Home Committee, it was decided it should be presented as a resolution. Motion to approve by R. Brown, seconded by E. Young, motion carried. Refer to Finance.

Sheriff's Department – T. Lanphear

Resolution Requests – Authorizing a house cleaning budget transfer in the amount of \$31,262.56 within the Sheriff and Jail 2012 budgets. Motion to approve by R. Brown, seconded by W. Hughes, Jr., motion carried. Refer to Finance.

Resolution Request – Authorization to fill one vacant budgeted position of Full-time Deputy Sheriff with an annual salary of \$44,533.00 due to a resignation on November 25, 2012. Motion to approve by K. McDonald, seconded by W. Hughes, Jr., motion carried. Refer to Finance.

Resolution Request – Authorization to fill one vacant budgeted position of civil service part-time Communications Officer, per diem rate of \$12.98-\$16.20 due to resignation on November 25, 2012. Motion to approve by R. Brown, seconded by W. Hughes, Jr., motion carried. Refer to Finance.

Resolution Request – Authorization to accept the Child Passenger Safety Seat Program Grant award in the amount of \$6,400.00 for the purpose of purchasing child safety seats and to conduct

community safety seat checks. Motion to approve by W. Hughes, Jr., seconded by E. Young, motion carried. Refer to Finance.

Resolution Request – Authorization to accept the Selective Traffic Enforcement Program (STEP) Grant, award of \$27, 840.00 for the purpose of reducing aggressive driving and speeding in Columbia County. Motion to approve by R. Staats, seconded by W. Hughes, Jr., motion carried. Refer to Finance.

Resolution Request – Authorization for the Sheriff to enter into a five year lease agreement with the Town of Hillsdale for the lease of the building at 2609 Route 23, Hillsdale, NY for the Columbia County Sheriff's Office Hillsdale Sub-Station. The lease agreement would begin 11/1/12 and go through 11/1/2017 costing \$4,000 annually to be paid in quarterly installments. This amount only covers utilities and there is an opt-out clause. Motion to approve by E. Young, seconded by R. Brown, motion carried. Refer to Finance.

Planning/Transportation – K. Flood

Resolution Request – Requesting approval to submit the application to secure 5311 Financial Assistance for subsidizing the operation of the County busses. This would provide around \$82,000.00 within a two year time period. Motion to approve by R. Staats, seconded by W. Hughes, Jr., motion carried. Refer to Finance.

Resolution Request - Authorization to award the bid of the Bus Operator. The Home Committee recommended the lowest bidder, Johnston & Pulcher, at a cost of \$2.89/mile for County busses and \$3.05/mile for their busses. It has been insinuated that not all RFP packages received contained the necessary material. K. Flood verified that when the RFPs were opened not all mandatory material was included in one of the bids but that this was rectified later during the interview process. W. Hughes, Jr. questioned if the bids should be thrown out to avoid a lawsuit as a result of this. K. Flood explained that if this were a bid process the bids would have to be thrown out but as it was an RFP process the way the information was submitted is acceptable. It was mentioned that interviews will take place the night of the December FB meeting, allowing the owner of Coxsackie Transportation to explain what he found was flawed in the process and why he is repealing the decision. R. Staats made a motion to accept the lowest bidder, Johnston & Pulcher, seconded by R. Brown. R. Keaveney, K. McDonald and R. Scalera abstained. W. Hughes Jr. voted No. The motion carried and will be Referred to Finance. K. Flood plans to submit the package to the State next week.

Human Services – J. Ambrose

Resolution Request – Authorization to transfer \$30,000.00 from A0-4E-4310-1000-E1000 to A0-4E-4310-4999-E4000 for the Dual Coordinator program. This request was not presented to the Home Committee. Motion to approve by W. Hughes, seconded by R. Staats, motion carried. Refer to Finance.

Resolution Request - Authorization to amend the 2012 and 2013 budgets by adding budget dollars to MHA contractual expense, miscellaneous expense, and to move budget dollars from .1 to .4. at a total amount of \$285,000.00. Motion to approve by W. Hughes, Jr., seconded by E. Young, motion carried. Refer to Finance.

Resolution Request - Authorization to abolish a 1.0 Sr. PSWA II (21B) and a 1.0 Sr. PSWA (19B) and create and fill 2.0 BHCC (15). This is due to staff retiring. Motion to approve by R. Brown, seconded by W. Hughes, motion carried. Due to restructuring in Departments this will save approximately \$40,000.00. Refer to Finance.

Pine Haven – Art Proper

Resolution Request - Authorization to fill the approved vacant budgeted positions:

- (1) Head Nurse I, FT GR18A at a starting salary of \$57,285.00
- (1) Food Service Helper, FT GR 10B at a starting salary of \$28,010.00
- (2) Food Service Helper, PT GR10B at an hourly rate of \$13.4148
- (1) LPN, FT GR15 at a starting salary of \$47,082.00
- (2) Nurse Aide II, FT GR10C at a starting salary of \$28,679.00

Motion to approve by E. Young, seconded by W. Hughes Jr., motion carried. Refer to Finance.

With no further business there was a motion to adjourn at 2:56PM PM by R. Brown, seconded by S. Sterling, motion carried.

BUDGET & SALARY

Patrick Grattan, Chairman

Lawrence Andrews

Robin Andrews

Arthur Bassin

Roy Brown

William Hughes, Jr.

Richard Keaveney

Kevin McDonald

Richard Scalera

Raymond Staats

Elizabeth Young