

BUDGET AND SALARY REVIEW COMMITTEE
February 28, 2013

PRESENT:

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

ABSENT:

Lawrence Andrews
William Hughes, Jr.

ALSO PRESENT:

Becky Vinchiarello, Deputy Clerk
Cathy Hogencamp
Ronald Caponera
Richard Concra
Paul Mossman
Kary Jablonka
Daniel Kibler
Lt. Lanphear
Bernard Kelleher
P.J. Keeler
Joseph Ambrose
Suzette Booy
Ronald Knott
Rick Juliano
Paul Czajka
Holly Tanner
Ken Flood
Matt Murell

Press: 1

Chairman Grattan called the meeting to order at 2:30 P.M.

Civil Service – R. Concra

Resolution Request – Authorization to fill the budgeted position(s) of Civil Service Administrator, and any other vacancies that may occur. Discussion ensued on the salary of the new Administrator. The Committee decided they would prefer that this be deferred to the Salary Committee for further discussion.

County Clerk – H. Tanner

Resolution Request - Authorization to abolish an Index Clerk GR10C, base salary \$34,584.00 and to create and fill a Senior Index Clerk GR11, base salary \$35,394.00. The purpose of this change is to provide more assistance to the Pistol Permit Department. Motion to approve by E. Young, seconded by S. Sterling, motion carried. Refer to Finance.

Department of Social Services – P. Mossman

Resolution Request - Authorization for the Commissioner of Social Services to fill one (1) Clerk/Typist position, GR10, 2013 Step 1 salary \$27,350.00, abolish one (1) Resource Consultant, GR15, 2013 base salary \$48,259.00 and create and fill one (1) Social Services Investigator, GR12, 2013 Step 1 salary \$32,818.00. Motion to approve by R. Brown, seconded by E. Young, motion carried. Refer to Finance.

Resolution Request: Authorization to re-appoint Paul Mossman as the commissioner of the Columbia County Department of Social Services to a five (5) year term beginning July 1, 2013. Motion to approve by E. Young, seconded by R. Staats, motion carried. Refer to Finance.

Resolution Request: Authorization to amend Resolution #34-2013 to reflect correct amounts and terms for certain contracts erroneously listed in the attachment of Resolution #34-2013. Motion to approve by R. Andrews, seconded by E. Young, motion carried. Refer to Finance.

Office for the Aging – K. Jablonka

Resolution Request - Authorization to fill a vacant Nutrition Site Manager position, GR8A \$17,790.00. Motion to approve by R. Andrews, seconded by K. McDonald, motion carried. Refer to Finance.

Resolution Request - Authorization to create and fill an Assistant Administrator position, G19B – \$63,592.00 and to abolish the position of Case Management Supervisor, \$57,961.00. Motion to

approve by R. Brown contingent on approval from the Salary Committee, seconded by R. Scalera, motion carried. R. Andrews abstained. Refer to Finance.

Emergency Management/ E-911 – T. Lanphear

Resolution Request: Requesting authorization for the Grant Administrator to accept the FY2012 Emergency Management Performance Grant (EMPG) for the amount of \$28,049.00 and to disburse the funds in accordance with the grant once approved by the NYS Division of Homeland Security and Emergency Services. Motion to approve by R. Staats, seconded by S. Sterling, motion carried. Refer to Finance.

Probation – D. Kibler

30 Day Request – Authorization to fill a Probation Director II position \$65,534.00 including longevity. Motion to approve by R. Brown, seconded by E. Young, motion carried.

MIS – R. Juliano

Resolution Request: Authorization to purchase Google Apps for Government to replace the current email and calendaring system for the price of \$60,450.00. This includes a one-time migration fee of \$15,000 to move all current email information to the new system. The majority of this purchase is budget neutral.

Resolution Request: Budget transfers: Authorization to make the following budget transfers to support the purchase of Google Apps for Government. These transfers are dependent on the acceptance of the purchase resolution above.

Amount From account: To account:

\$20,000 4026 Maintenance agreements 4424 Prof. Services

\$10,000 4060 Software/Supplies 4424 Prof. Services

\$20,000 2030 Computer Equipment 4424 Prof. Services

Motion to approve both resolutions by R. Staats, seconded by R. Andrews, motion carried. Refer to Finance.

Tourism – K. Flood

Resolution Request - Authorization for the Chairman of the Board to sign contracts with : Berkshire Brochure Display, Brochures Unlimited CTM Media Group, Forest and Sons Brochure, Getaways on Display and Travel Plaza Information Centers for a total cost of \$8,816.50 which will be taken from their promotion line. Motion to approve by K. McDonald, seconded by E. Young, motion carried. Refer to Finance.

Real Property – S. Booy

Resolution Request: Authorization to correct the 2013 Town & County Tax Roll for the Towns of Austerlitz & Chatham by removing school re-levies from one parcel in each Town which resulted in changes to the Town & County tax bills for these parcels of more than \$2,500. Motion to approve by R. Brown, seconded by E. Young, motion carried. Refer to Finance.

Resolution Request: Authorization to correct the 2012-2013 Unpaid School Tax for the Taconic Hills School District by removing the unpaid school tax for parcel 113.10-1-9.110 in the town of Claverack. Motion to approve by K. McDonald, seconded by R. Staats, motion carried. Refer to Finance.

Pine Haven – R. Caponera

Resolution Request – Authorization to fill the following approved vacant budgeted positions:

One Activity Aide, Per Diem GR10 at an hourly rate of \$13.0983

One Food Service Helper PT at GR10B at an hourly rate of \$13.7502

Two Nurse Aide II FT GR10C at a starting salary of \$29,396

Two Nurse Aide II, PT at GR 10C at an hourly rate of \$14.0785

One RPN/Screeener PT GR17 at an hourly rate of \$26, 1949. R. Andrews mentioned that the correct title for this last position is RPN PT GR17. Screeener should be removed from the title. Motion to approve the request by E. Young, seconded by S. Sterling, motion carried. Refer to Finance.

Human Services – J. Ambrose

Resolution Request – Authorization to amend resolution 105-2011 “prescriber pool” in order to lower the salaries in the pool by \$120,000.

Resolution Request – Authorization to transfer \$120,000 from the amended .1 “prescriber pool” to the .4 consultant expense line which is account number 4310-4425. Motion to approve both requests by E. Young, seconded by R. Staats, motion carried. **Refer to Finance.**

Resolution Request - Authorization to contract with Northeast Career Planning for calendar year 2013 in the amount of \$113,000.00 as well as authorization to transfer this same amount from revenue account 3490 to expense account 4322-4918. Motion to approve by R. Staats, seconded by E. Young, motion carried. **Refer to Finance.**

Highway – B. Kelleher

Resolution Request – Authorization to fill the vacant position of Part Time Laborer in the Highway Department and any vacancies created there from at the Step I starting hourly rate of \$14.4086. Motion to approve by E. young, seconded by R. Staats, motion carried. **Refer to Finance.**

Resolution Request- Authorization to purchase One International 7600 SFA 6X2 Truck Cab & Chassis not to exceed \$134,000.00 from Navistar of Loudonville, NY off of the Oneida County NY purchasing contract. The purchase would be made April 30th. Motion to approve by E. Young, seconded by A. Bassin, motion carried. **Refer to Finance.**

Resolution Request- Authorization to purchase One Case CX 80 Midi Excavator off of the National Joint Powers Alliance purchasing contract from Monroe Tractor of Latham NY at a total cost not to exceed \$103,000.00. Motion to approve by E. Young, seconded by S. Sterling, motion carried. **Refer to Finance.**

Controller’s Office – R. Caponera

Resolution Request – Authorization for the Controller to fill a temporary full time Assistant Deputy Clerk of the Board Position at an Hourly Rate of \$19.23. This position is needed to assist in covering the workload of the office during the maternity leave of a permanent full time Deputy Clerk of the Board. Motion to approve by E. Young, seconded by S. Sterling, motion carried. **Refer to Finance.**

County Attorney – **R. Fitzsimmons**

Resolution Request – AWP Litigation (*Par and Actavis II*) – Authorization to accept net settlement proceeds in the amount of \$19,739.41. Motion to approve by R. Staats, seconded by K. McDonald, motion carried. **Refer to Finance.**

It was mentioned that a discussion had taken place at the DPW Committee Meeting the night before regarding capitalizing purchases in the Public Works Department. It would make more sense at this time to bond these purchases as interest rates are low.

Supervisor Murell requested authorization to move forward with combining the Youth Bureau and the Department of Social Services. The budget will be discussed at a later date. Motion to approve by P. Grattan, seconded by E. Young, motion carried.

District Attorney – P. Czajka

Resolution Request – Authorization to fill an Investigator and a Licensed Social Worker in the DA’s office. The Licensed Social Worker would replace three other positions in the Department. It was questioned why these requests were not presented at the home committee. The resolution process was debated. Motion to approve by E. Young, seconded by R. Staats, motion carried. R. Andrews and A. Bassin voted No. **Refer to Finance.**

With no further business there was a motion to adjourn at 3:15 PM by S. Scalera, seconded by E. Young, motion carried.

BUDGET & SALARY

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