PUBLIC WORKS COMMITTEE
AGENDA
December 5, 2018

1. Approval of Minutes
   - November 7, 2018

2. Highway
   - Public Works Superintendent Appointment

3. Solid Waste
   - Request to Fill Transfer Station Operator

4. Building & Grounds

5. Old Business
   - Ground Floor Project Update

6. New Business

7. Questions from the Media

8. Good of the Order

9. Adjournment
MEMORANDUM OF EXPLANATION

COMMITTEE: PUBLIC WORKS COMMITTEE

DATE: December 5, 2018

The Public Works Department is requesting of the Public Works Committee and the full Board of Legislators, that Justin D. Henry of Almond, New York be considered for appointment to the office of County Superintendent of Public Works for a term of four years to commence January 5, 2019, and expire on January 4, 2023.

The salary for the position for 2019 is to be set $86,000.

FISCAL IMPACT: none

For further information regarding this matter, contact:

Guy R. James
Superintendent

(585) 268-9230
Memorandum

TO: Public Works Committee  
FROM: Brenda Rigby Riehle, Clerk of the Board  
DATE: November 28, 2018  
RE: Appointment of Public Works Superintendent

Public Works Superintendent Guy James will be retiring effective January 4, 2019, and the Board would like to appoint Justin Henry of Almond, New York, as Public Works Superintendent for a four-year term effective January 5, 2019, and expiring January 4, 2023, at an annual salary of $86,000.

If the Committee desires to appoint Mr. Henry, please have a motion to that effect included in your minutes, along with a request to the County Attorney to prepare a resolution.

In addition the Chairman should sign the attached pink appointment form, where indicated, and return it to me.

Thank you.

/br
Attachment
Request to Fill Position Form

Date: 12/05/18
Committee of Jurisdiction: Public Works

Title of Position: Transfer Station Operator
Dept.: Public Works

Will any position(s) be eliminated? No
If yes, which position(s): __________________________

This position is an:
Existing position: X Newly Created Position: _____ Created by Resolution #: ______

This position will be:
Full-Time: X Part-Time: _____ Permanant: _____ Temporany: ______

This position will be:
Section IV: _____ Non Union: _____ Union: X covered by the AFSCME bargaining unit.

Grade: 11 Step: Hourly pay rate: $15.9050

Annual salary of position: $33,209.64 Cost of benefits for position: $15,764.62

Does position support a mandated program/grant? No Name of program: __________________________

Source of funding for position: 100% County _____% State _____% Federal _____% Other

Source of funding for benefits: 100% County _____% State _____% Federal _____% Other

Amount in current year's budget for this position: 100%

Rationale justifying the need to fill this position at this time. Please include in your rational where applicable:
1. The specific duties that cannot be accomplished by another employee.
   Operation of a County Transfer Station

2. The goals your organization will not be able to accomplish as a result of not filling this position.
   Operation of a County Transfer Station

3. The funding available to fill the position from external sources.
   None

4. The benefit to the County generated by this specific position.
   Operation of a County Transfer Station

Department Head Name: [Signature]
Date: 11/27/2018

County Administrator Authorization: [Signature]
Date: 11/27/2018

Personnel Officer Authorization: [Signature]
Date: 11/27/18

Form Updated: 06/25/18 (Resolution No. 118-18)