

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **JOINT PUBLIC SAFETY/FINANCE/PERSONNEL**

DATE: **AUGUST 19, 2011**

Public Safety Committee Members

Present:

Supervisors VanNess
Bentley
Girard
Thomas
Conover
McCoy
Monroe

Others Present:

Daniel G. Stec, Chairman of the Board
Joan Sady, Clerk
Kevin Geraghty, Budget Officer
Supervisor McDevitt
Supervisor Wood
Frank O'Keefe, Treasurer
Todd Lunt, Director, Human Resources
Brian LaFlure, Fire Coordinator/Director,
Office of Emergency Services
Bud York, Sheriff
Jeff Tennyson, Superintendent of Public
Works
Maury Thompson, *The Post Star*
Nicole Livingston, Deputy Clerk

Finance Committee Members

Present:

Supervisors Taylor
Belden
Kenny
Merlino

Personnel Committee Members

Present:

Supervisors Sokol
Strainer

Finance and Personnel Committee

Member Absent:

Supervisor Goodspeed

Mr. VanNess called the Joint Public Safety/Finance/Personnel Committee meeting to order at 8:30 a.m.

Motion was made by Mr. Monroe, seconded by Mr. Conover and carried unanimously to approve the minutes of the previous Public Safety Committee meeting, subject to correction by the Clerk of the Board.

Motion was made by Mr. Sokol, seconded by Mr. Strainer and carried unanimously to approve the minutes of the previous Personnel Committee meeting, subject to correction by the Clerk of the Board.

Motion was made by Mr. Monroe, seconded by Mr. Belden and carried unanimously to approve the minutes of the previous Finance Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Public Safety/Finance/Personnel Agenda were provided to the Committee members, and a copy of same is on file with the minutes.

Commencing the Action Agenda review, Mr. VanNess apprised Items 1A through C were referrals from the Public Safety Committee, Office of Emergency Services. Item 1A, he said, was a request to increase the hours of the Account Clerk, Employee No. 11914, from nineteen hours per week to forty hours per week; thereby amending the Department's Table of Organization. He added Item 1B was a request for a transfer of funds in the amount of \$7,400 from A.3640 130 Civil Defense-Salaries-Part Time to A.3640 110 Civil Defense-Salaries-Regular, to amend the code from which the Account Clerk was paid. He noted Item 1C was a request for a Contingent Fund transfer in the amount of \$9,000 to Code A.3640 110 Civil Defense-Salaries-Regular, to pay the salary of the Account Clerk for the remainder of 2011.

Motion was made by Mr. Conover and seconded by Mr. Bentley to approve Items 1A through C as presented.

Mr. Kenny questioned if the increase in hours would be a permanent change and Mr. VanNess replied affirmatively. Mr. VanNess asserted that additional reorganization within the Department would take place during the budget process. Mr. Kenny asked if this request had been reviewed by Paul Dusek, County Attorney/Administrator and Mr. Vanness confirmed that Mr. Dusek and the Labor Management Committee had reviewed the request and were in favor of increasing the hours.

Mr. VanNess called the question, and the motion was carried unanimously by the Public Safety Committee to approve Items 1A through C as outlined above.

Motion was made by Mr. Belden, seconded by Mr. Sokol and carried unanimously by the Personnel Committee to approve Items 1A through C as outlined above.

Motion was made by Mr. Conover, seconded by Mr. Belden and carried unanimously by the Finance Committee to approve Items 1A though C as outlined above.

The necessary resolutions were prepared and presented at the August 19, 2011 Board Meeting.

Chairman Stec entered the meeting at 8:35 a.m.

Mr. VanNess apprised there were two additional items to be reviewed by the Public Safety Committee, both referred from the Sheriff & Communications. The first, he said, was a request to fill the vacant position of Patrol Officer #40, annual salary of \$34,996 first year plus appropriate service year credit, Employee No. 9118, due to resignation. He noted that this position was not mandated or reimbursed. He added Item 1E was a request to fill the vacant position of Patrol Sergeant #3, annual salary of \$41,881 first year plus appropriate service year credit, Employee No. 5825, due to retirement. He stated this position was not mandated or reimbursed.

Motion was made by Mr. Bentley and seconded by Mr. McCoy to approve the requests as presented.

Mr. Belden stated that he understood that the positions were necessary; however, he questioned if non-mandated positions continued to be filled, how would the County remain within the desired 2% increase for the 2012 budget. Mr. Geraghty responded that every position needed to be considered based on merit and he opined that public safety in the County should not be jeopardized, whether a position was mandated or not. Mr. Kenny expressed his concern with the budget as well, and added that there were not many positions that were not mandated. Mr. Thomas asked if the resignation and retirement had occurred recently and Sheriff York replied that both had occurred within the last week. Mr. Taylor questioned what would happen if these positions were not filled and Sheriff York explained there would be a significant increase in overtime usage.

Mr. VanNess called the question and the motion was carried unanimously by the Public Safety Committee to approve Items 1D and E as outlined above.

Motion was made by Mr. Kenny, seconded by Mr. Strainer and carried by a majority vote by the Personnel Committee, with Mr. Kenny voting in opposition, to approve Item 1D as outlined above.

Motion was made by Mr. Sokol, seconded by Merlino and carried by a majority vote by the Personnel Committee, with Mr. Belden voting in opposition, to approve Item 1E as outlined above.

Motion was made by Mr. Monroe, seconded by Mr. Taylor and carried by a majority vote by the Finance Committee, with Mr. Kenny voting in opposition, to approve Item 1D as outlined above.

Motion was made by Mr. VanNess, seconded by Mr. Monroe and carried by a majority vote by the Finance Committee, with Mr. Belden voting in opposition, to approve Item 1E as outlined above.

The necessary resolutions were prepared and presented at the August 19, 2011 Board Meeting.

As there was no further business to come before the Public Safety Committee, on motion made by Mr. Girard and seconded by Mr. Bentley, Mr. VanNess adjourned the meeting at 8:42 a.m.

Privilege of the floor was extended to Jeff Tennyson, Superintendent of Public Works, to discuss a personnel matter with the Personnel Committee.

Mr. Tennyson informed the Committee that he had just received notification that Don DeGraw, Airport Manager, had accepted a position out of State and would be leaving

the employ of the County, effective September 9, 2011. He explained that due to the nature of the position, he would like to advertise the position as soon as possible, while continuing to follow the normal Committee structure for the formal approval to fill and backfill the necessary positions. He asserted that this would entail a nation-wide search and he anticipated many applicants. Mr. Tennyson concluded that he would like to advertise the position immediately with the proper notations that it was pending formal board approval.

Mr. Strainer asked if the salary for the position would be included in the advertisement and Mr. Tennyson apprised that he would like to keep the advertisement generic, with the salary to be commensurate with experience. He added that as he proceeded through the board processes and a salary range was set, he would advise the applicants of that range prior to them traveling to Warren County for an interview. Mr. Conover requested that the advertisement and job description, as well as an estimated salary range, be provided to the board members for review as soon as possible and Mr. Tennyson acknowledged the request.

It was the consensus of the Committee to authorize the Superintendent of Public Works to advertise the impending vacant position of Airport Manager.

There being no further business to come before the Personnel Committee, on motion made by Mr. Belden and seconded by Mr. Kenny, Mr. Conover adjourned the meeting at 8:48 a.m.

There being no further business to come before the Finance Committee, on motion made by Mr. Kenny and seconded by Mr. Monroe, Mr. Thomas adjourned the meeting at 8:48 a.m.

Respectfully submitted,

Nicole Livingston, Deputy Clerk