

County Facilities – Buildings and Grounds
Department of Public Works
AGENDA
May 1, 2017 – 1:45 pm

*Committee Members: Girard, Strough, Seeber, Beaty, Montesi, Braymer, Simpson,
Leggett, MacDonald, Geraghty, Vacant*

- I. **Committee Meeting Call to Order**..... Chairman Girard
- II. **Motion to Approve Minutes of Prior Committee Meeting**..... Chairman Girard
- III. **Action Agenda/New Business**
 - Page
 - 3 Resolution Request: Frank Morehouse
Rationale: To Create a New Position – Cleaner #2 to replace Laborer #17
 - 4 Resolution Request Frank Morehouse
Rationale: Intent to backfill position – Cleaner #8
- IV. **Referral/Pending Items**
 - Page
 - 2 None
- V. **Information for Discussion/Review**
 - Page
 - Court Project – Update - Frank Morehouse
 - Arrestment Area – Update Frank Morehouse
 - MURF Building Repairs Jeff Tennyson
- VI. **Privilege of the Floor to discuss any additional items to come before the Committee**
- VII. **Motion to Adjourn**

Attachments - None

RESOLUTION REQUEST FORM NO. 11

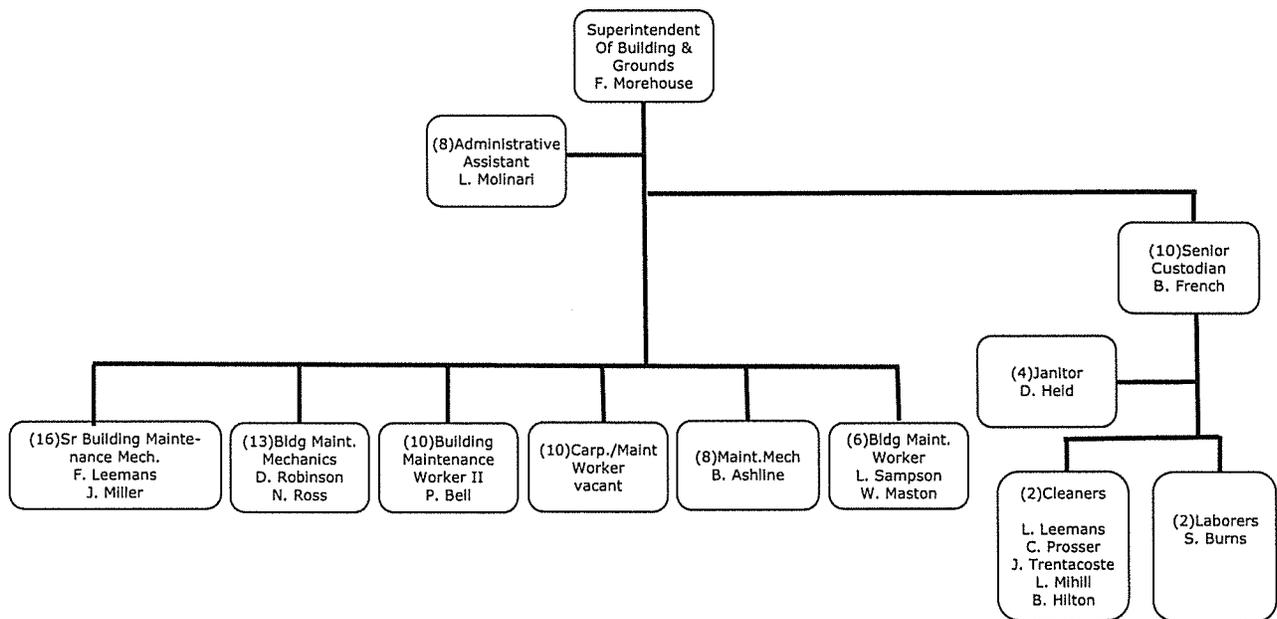
Request to Create New Position

DEPARTMENT NAME: Public Works

DATE: 5/1/2017

- (a) Title of Requested Position: **Cleaner #2**
- (b) Annual Base Salary (and Grade if Applicable): **\$26,027.00**
- (c) Effective Date for New Position:* **7/9/2017**
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
Laborer #17
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:
A.1620 110, Buildings and Grounds Salaries - Regular, \$33,283.00
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.)
YES
- (g) Is this a mandated position? If so, please explain:
N/A
- (h) Is there expected revenue from this position? If so, please explain:
N/A

DPW (Buildings & Grounds)



DPW Full-Time Position Summary

	YEAR									
	1996	2006	2010	2011	2012	2013	2014	2015	2016	2017
DPW Admin		1	2	2	2	2	2	2	2	6
Hwy Admin		6	5	5	5	5	4	4	4	0
Engineering		6	7	7	6	6	7	7	7	7
Buildings- Days		14	13	13	12	11	11	11	11	11
Buildings-Night		16	10	9	9	8	8	8	8	8
Airport		7	5	5	5	5	4	4	4	4
Parks/Rec		14	9	9	9	9	7	7	7	7
Up Yonda		4	3	3	3	3	3	3	3	3
Road Maintenance		50	42	41	42	42	44	44	45	46
Traffic		3	3	3	3	3	3	3	3	3
Machinery		15	13	13	13	13	13	13	13	12
TOTAL POSITIONS	169	136	112	110	109	107	106	106	107	107

21% Workforce Reduction from 2006 to Present

Summary of Current Vacancies

TITLE	DPW DIVISION	STATUS	NOTES
Building Maintenance Mechanic	Parks and Rec	New Budgeted	New Position (JW) created during budget process
Airport Facilities Maint. Mechanic	Airport	Held Open	DB (2/4/2017) - Held open...using support from Highway Division
Carpenter/Maintenance Worker	Buildings and Grounds		held due to promotion to P&R being held up
Cleaner #8	Buildings and Grounds	ITB pending	Recent Vacancy due to resignation
Cleaner #2	Buildings and Grounds	ITB pending	Newly Created after eliminating Laborer#17
Building Maintenance Mechanic #4	Buildings and Grounds	ITB pending	DR (5/26/2017)...requesting authority to backfill vacancies due to pron
Highway Construction Supervisor #4	Highway	Approved	JB - vacated during probationary period...requesting authority to backf
Heavy Equipment Operator #2	Highway	Approved	MJ...requesting authority to backfill vacancies due to promotions
MEO Light #21	Highway	ITB pending	GD(5/31/2017)...requesting to backfill vacancies due to promotion
MEO Medium #8	Highway	ITB pending	BK...requesting to backfill vacancies due to promotions
Automotive Mechanic #9	Machinery	Approved	CB (2/4/2017) - Advertised

TEMP SEASONAL POSITIONS

Temp Highway Positions	Highway	Budgeted \$44,000	Seasonal Laborers and MEO-Ls
Temp P&R Laborer	Parks and Rec	Budgeted \$14,000	Assits during summer season
Temp Upyonda Naturalist	P&R-UpYonda	Budgeted \$3,000	Assits during busy season
Temp B&G Cleaner	Buildings and Grounds	Budgeted \$17,474	6 month Cleaner during winter months
Temp Engineering Technician	Highway	Budgeted \$16,500	Seasonal during construction season

TEMP APPOINTMENTS AT A HIGHER LEVEL

Highway Construction Supervisor II	Budgeted From D5510.110	eman during Construction Season
Highway Construction Supervisor II	Budgeted From D5510.110	ig Construction Season (repair/replacement)
Highway Construction Supervisor	Budgeted From D5510.110	ran during Bridge Washing/cleaning
Various by Need	Budgeted From D5510.110	ns or need for higher equipment operator skills

CURRENT MEDICAL LEAVES

MEO - Medium	Highway
MEO - Medium	Highway
Building Mainenance Worker	B&G

































