

Agenda
Public Works Committee – Parks, Recreation & Railroad
Department of Public Works
August 20, 2019 – 10:45am

Committee Members: *SIMPSON, Merlino, Frasier, Dickinson, Diamond, Loeb, Hyde, Magowan, Wild, Hogan, Geraghty*

I. Committee Meeting Call to Order..... Chairman Simpson

II. Motion to Approve Minutes of Prior Committee Meeting..... Chairman Simpson

III. Action Agenda/New Business

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2 Request: Notice Of Intent to Fill position of Naturalist #3..... Kevin Hajos
Rationale: Due to resignation

3 Request: Reduce Salary of the Naturalist #2..... Kevin Hajos
Rationale: To correct an error in the salary of the Naturalist #2

IV. Referral/Pending Items

With regard to the Swede Fire Tower in the Town of Hague, it was the consensus of the Committee for Ryan Moore, *County Administrator*, and the County Attorney to move forward with scheduling a meeting with NYS DEC and Lyme Timber to discuss access to the Swede Fire Tower. (06.25.19)
Update: The Finance Committee delayed taking action on request for a user agreement with Adirondack Lyme Timber at a cost of \$3,000 per year for use of their property to install a trail to the Swede Fire Tower in Hague. Committee requested County Administrator and Supervisor Simpson work to negotiate a lower to no fee agreement and report back to the Committee. (08.01.19)

V. Information for Discussion/Review

Thurman Snowmobile Club use of RailroadTim Benway

Adk. Safari Tent Company LLC, Fairgrounds..... Kevin Hajos

VI. Privilege of the Floor to discuss any additional items to come before the Committee

VII. Motion to Adjourn

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: DPW-Up Yonda Payroll Dept. No: 19.41
Title of Position: Naturalist #3 Base Salary of Position: ~~\$40,000~~ 42,384 Grade: _____
Filling at Step # (If Known): _____
Budget code and title: A.7111 Up Yonda Farm Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: #10237 Peter Olesheski Date of Vacancy: 08/25/2019
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal _____ % State _____ % Other 100 % Up Yonda Trust

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____
Actual Impact to Budget Report will be provided monthly by Human Resources Director.
Candidate's qualifications must be approved by Personnel Officer prior to hiring. 8/2/19
Human Resources Director has approved this form when initialed. 8/16/19

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature _____ Date 8/16/19

BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature Frank E. Thomas Date 8/16/19

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Public Works

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature _____ Date 8/20/19

RESOLUTION REQUEST FORM NO. 13

Request to Increase or Decrease Salary of Non-Union Position

DEPARTMENT NAME: DPW

DATE: 08/20/19

- (a) Employee Name, Title and Employee No.: Naturalist #2
- (b) Current Annual **Base** Salary (and Grade if Applicable): \$40,000
- (c) Former Annual **Base** Salary (and Grade if Applicable): \$42,384
- (d) Effective Date for Salary Change:* 7/29/19 (correction needed, was never reduced by resolution)
*Please do not backdate request unless the purpose is to correct an error.
- (e) If This is a Request for a Salary Increase, Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount:
- (f) Justification of Request: Reviewed similar job titles, entry level range was between \$39,000 to \$43,000