

**PUBLIC WORKS COMMITTEE – SOLID WASTE & RECYCLING
DPW AGENDA
March 23, 2021**

Committee Members: *Conover*, Hogan, Dickinson, Thomas, Bruno, Geraghty and Merlino

I. Committee meeting called to order by Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items

1. Request: Create new position – Solid Waste/Recycling Compliance Coordinator
Rationale: To have an individual in the position to manage and oversee the LSWMP and to enforce the Local Laws of 1991.
2. Request: Notice of intent to fill the position of the Solid Waste/Recycling Compliance Coordinator
Rationale: To fill the new position created

IV. Discussion Items:

1. LSWMP - Update
2. Permits

V. Referrals/Pending Items

1. Mr. Hajos indicated he would like to bring a request to create the Solid Waste/Recycling Compliance Coordinator position before the Committee next month for approval so that it could potentially be approved at the April 16th Board meeting. He said he felt this would provide him with a sufficient amount of time to finalize the permitting application to be potentially approved at the May 21st Board meeting. (02.23.21)

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to Adjourn

Attachments:

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: DPW - Solid Waste

DATE: 3/23/21

- (a) Title of Requested Position: Solid Waste/Recycling Compliance Coordinator
- (b) Annual **Base** Salary (and Grade if Applicable): Out of unit Grade 8 - \$43,605
- (c) Effective Date for New Position:* May 1, 2021
*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): N/A
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: TBD
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes, both Personnel Officer and HR director have reviewed position
- (g) Is this a mandated position? If so, please explain: No
- (h) Is there expected revenue from this position? If so, please explain: No

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: _____ Payroll Dept. No: _____

Title of Position: _____ Base Salary of Position: _____ Grade: _____

Filling at Step # (If Known): _____

Budget code and title: _____ Union Non-Union

This position is vacated due to: Retirement Resignation Termination Promotion Other

Employee No./Last Name: _____ Date of Vacancy: _____

Is this position mandated? Yes No Is the position reimbursable? Yes No

Source of reimbursement: Federal _____% State _____% Other _____%

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. _____

Human Resources Director has approved this form when initialed. _____

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 _____

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 _____ Date _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee _____

- 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 _____