

BUDGET AND SALARY REVIEW COMMITTEE
September 29, 2011

PRESENT:

Kenneth Wilber, Chairman
Lawrence Andrews
Roy Brown
Arthur Bassin
Arthur Baer
Bart Delaney, Jr.
Elizabeth Young

NOTIFIED:

Raymond Staats, notified

ALSO PRESENT:

Becky Vinchiarelo, Deputy Clerk
Ronald Caponera
Catherine Hogencamp
Nancy Winch
Joseph Ambrose
Bernie Kelleher
Michael Cole
Dean Knox
Beth Cozzolino
Diana Neceda
Arthur Proper
Paul Mossman
Michaele Williams-Riordon

Chairman K. Wilber called the meeting to order at 10:00 A.M.

Health Department – N. Winch

Resolution Request: Fill the vacant position of Senior Clerk.

A vacancy exists in the budgeted Senior Clerk position in the Health Department due to resignation. Said position is crucial to the operation of the Public Health clinic and Communicable Disease Control office. They are seeking authorization to fill the position of Senior Clerk, Grade 11, base salary \$33,607.00 in A04010001000. Motion to approve by A. Baer, seconded by E. Young, motion carried. Refer back to the Health/Medical Services Committee as requested.

Resolution Request: Authorization to extend the temporary appointment of Special Projects Coordinator. The Columbia County Department of Health has facilitated a community health improvement process using the MAPP model (Mobilizing for Action through Planning and Partnerships) and the next (and last) step is to develop a community health improvement plan and this is a step towards local Health Department accreditation. They are seeing authorization to extend the temporary position of Special Projects Coordinator in A04010001000 for a period of 3 months beginning August 29, 2011 and ending November 28, 2011 at the rate of \$30 per hour, additional funds to be received from the HEAL9 grant. This is budget neutral. Motion to approve by E. Young, seconded by A. Baer, motion carried. Refer to Finance.

Discussion ensued on the Service Coordinator position. Someone has accepted the position at this time. N. Winch announced that she has received many calls regarding West Nile Virus. She is all set with the flu clinics. It was mentioned that with rabies cases, decapitating the head of the animal may be able to be taken care of by DEC for no cost. This should be looked into.

R. Caponera announced that a meeting needed to be scheduled to discuss the direction of the CHHA.

Mental Health/ Behavioral Services - M. Cole

Resolution Request – To open a Hudson City School District- Junior/Senior High School OMH Clinic Satellite Office. Staff would be relocated to the Satellite Office. There would be no backfill Motion to approve by E. Young, seconded by A. Baer, motion carried. Refer to Finance.

Resolution Request - Authorization to fill a vacant budgeted (grant funded) Dual Recovery Coordinator position. This position is fully funded by the State. Motion to approve by L. Andrews, seconded by E. Young, motion carried. Refer to Finance.

Friends of New Leaf Update: M. Cole had requested to hire a consultant to create a business plan for the Friends of the New Leaf, Inc. at the home Committee. The County shares their State funding with them. This funding will be gone in three years. He needs a consultant to assist with a viable business plan in order to keep this funding or make them self sufficient. The cost of the

consultant, \$17,000.00, would be covered with Federal Salary Share money. The Home Committee had decided to hold the request. An alternative remedy may be available now. There is a company, People Incorporated, that Friends of New Leaf may be able to merge with. M. Cole is still looking into the idea at this time.

Pine Have: A. Proper

Resolution Request: Authorization to fill the approved vacant budgeted positions of:

(5) Food Service Helpers per diem GR10B at an hourly rate of \$13.1057. This will help with overtime numbers and extra benefits.

(1) Registered Profession Nurse 1 (RPN I), full-time, GR17 at a starting salary of \$51,933.00.

(2) Nurse Aide II (CNA), FT GR10C at a starting salary of \$27,911.00.

(1) Nurse Aide II (CNA), PT GR10C at an hourly rate of \$13.4187.00. Motion to approve by B. Delaney, Jr., seconded by L. Andrews, motion carried. **Refer to Finance.**

.2 Request – Authorization for the Administrator to purchase a Hoyer Lift at the cost of \$6,790.00

This will be used to replace an existing lift that cannot be repaired. Motion to approve by B. Delaney Jr., seconded by E. Young, motion carried.

A. Proper then gave an update on the new Food Service. The food quality is better but they are over budget. He is not overly happy with them but feels it is still too early to tell. They have a one year contract with the company.

District Attorney – B. Cozzolino

Resolution Request – Authorization to fill the vacant, budgeted position of one (1) PT Assistant District Attorney position with an annual starting salary of \$50,020.00. B. Cozzolino explained that this position would help ensure the Courts are covered. Motion to approve by A. Baer, seconded by B. Delaney, Jr., motion carried. **Refer to Finance.**

Sheriff's Department –

Resolution Request – Authorization to Transfer \$15,000.00 from a .2 account to a .4 account to pay for medical bills for inmates. Motion to approve by R. Brown., seconded by E. Young, motion carried. **Refer to Finance.**

Highway – B. Kelleher-

Resolution Requests: Authorization to fill One (1) vacant position of Road Foreman, GR 14C in the Highway Department, base salary of \$45,061.00 and to back fill any vacancies created there from (vacant due to promotion). Also to fill the vacant position of Motor Equipment Operator I at the 2011 Step I starting salary of \$30,515.00. This position is vacant due to resignation, motion by E. Young, seconded by A. Bassen, motion carried. **Refer to Finance.**

Resolution Request - To create and fill (6) Six Seasonal Laborer positions in the Highway Department at the 2011 Step I starting hourly rate of \$13.7336 per hour for the period November 15, 2011 thru April 1, 2012. Motion to approve by B. Delaney, Jr. seconded by R. Brown, motion carried. **Refer to Finance.**

Resolution Request- To award the bid for cutting edges for the period October 1, 2011 – September 30, 2012 to Chemung Supply Company of Elmira N.Y. who was the lowest responsible bidder at a cost of \$29,292.00. Motion by B. Delaney, Jr., seconded by E. Young, motion carried. **Refer to Finance.**

Engineering – D. Knox

Resolution Request – Authorizing the Chairman of the Board to execute a supplemental consultant agreement #1 with C&S Engineers, Inc. of Syracuse, NY in the amount of \$12,646.00 for additional construction observation services on the Columbia County Airport South Apron Reconstruction-Phase 1 Project.

Resolution Request – Authorizing the Chairman of the Board to execute a supplemental consultant agreement #2 with C&S Engineers, Inc. of Syracuse, NY in the amount of \$67,569.00 for additional design services, construction inspection services and materials testing services on the Bloch Bridge Replacement Project-Dugway Rd. in Hillsdale.

Resolution Request – Authorizing the Chairman of the Board to execute a professional services agreement in the amount of \$55,700.00 with Ryan-Biggs Assoc. PC of Clifton Park, NY for the design of a New Center Pier and Stream Bank Restoration at Michaluk Bridge carrying Maple

Lane over Bash Bish Brook in the Town of Copake. Motion to approve all three requests by R. Brown, seconded by E. Young, motion carried. Refer to Finance.

D. Knox then announced that they received approval for the Pine Haven Cell Tower last night.

Controller - R. Caponera –

Resolution Request - Requesting the State Comptroller to reform the funding policy for the NYS Common Retirement Fund. Motion to approve by B. Delaney, Jr., seconded by A. Bassen, motion carried. Refer to Finance.

Resolution Request – Authorization to contract with Venesky, CPA to assist the County in preparing a RFP including a Columbia County Profile leading to the potential sale of the Certificate of Operation of the CHHA. Motion to approve by B. Delaney, Jr. contingent upon approval from the Health/Medical Services Committee, seconded by E. Young, motion carried. Refer to Finance.

Accounts Payable/Payroll – D. Neceda

Resolution Request – Authorization to abolish per dim position of Chief Payroll Clerk, and Create and Fill FT Temporary position of Chief Payroll Clerk, and to create and fill one FT Temp position of Audit and Account Clerk effective 9/10/2011. This is due to the Tyler/Munis “Go Live” date being pushed back to the end of the year. Motion to approve A. Baer, seconded by B. Delaney, Jr., motion carried. Refer to Finance.

DSS – P. Mossman

One (1) Medical Consultant, PTE, 2011 salary \$6,087.00; vacancy due to resignation. Motion to approve by B. Delaney, Jr., seconded by L. Andrews, motion carried. Refer to Finance.

One (1) Caseworker, FP15, 2011 Step 1 salary \$38,949.00; vacancy due to employee not passing probationary period and returning to previously held position. Motion to approve by B. Delaney, Jr., seconded by E. Young, motion carried. Refer to Finance.

One (1) Sr. Account Clerk, FP16B, 2011 salary \$34,366.00, vacancy due to retirement. Motion to approve by B. Delaney, Jr., seconded by E. Young, motion carried. Refer to Finance.

One (1) Social Welfare Examiner, GR12, 2011 Step 1 salary \$31,161.00, vacancy due to an internal promotion, motion to approve by B. Delaney, Jr., seconded by E. Young, motion carried. Refer to Finance.

With no further business there was a motion to adjourn at 11:36 a.m. by R. Brown, seconded by E. Young, motion carried.

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