

HUMAN RESOURCE COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled,

CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19)

permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Tuesday, April 27, 2021 @ 9:00 AM

Location: *Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67vIR8g-Ow>)

Present: *King, Becker (9:10 AM - Zoom)*, Kehl, Grant, Brunner (9:03 AM), Leuer (9:10 AM – Zoom), Roche, Granger

Absent: Jacoby

Also Present: C. Ketchum/Board Clerk; D. Farberman/HR Director; B. Ryan/Board Chair; J. Brick, T/Perry; A. D. Berwanger, T/Arcade; J. Davis, T/Covington; J. Cook/Budget Officer.

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM County Clerk w/R. Pierce			
1. Forward acceptance of the Semi-Annual Mortgage Tax Report for the period October 2020 – March 2021 to Finance Committee.		Motion: Roche Ayes: 5 Noes: Absent: 4 Becker, Brunner, Leuer, Jacoby	Carried: XXX Defeated: Referred to: FINANCE
DMV w/R. Pierce			
<i>At 9:03 AM Supervisor Brunner, T/Java entered the meeting during the below Agenda Item.</i>			
2. <i>FYI: Extension of Expired Documents</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<ul style="list-style-type: none"> All driver licenses and permits that expired March 1, 2020, or after continue to be extended by Executive Order at least through May 19, 2021. In addition, in-person transactions are still required to be done by appointment only until May 6, 2021. 			
9:30 AM Historian w/C. Amrhein			
1. <i>Grant Application:</i> Authorize Chairman to sign an art conservation grant application with <i>Greater Hudson Heritage Network</i> , 2199 Saw Mill Road, Elmsford, NY 10523, for funding restoration of an oil portrait of one of our first county judges, Hon. John B. Skinner. Maximum amount of \$7,500.00; effective September 1, 2021 through August 31, 2022. Deadline Sept. 1 st .		Motion: Grant Ayes: 6 Noes: Absent: 3 Becker, Leuer, Jacoby	Carried: XXX Defeated: Referred to: APPROVED

Committee Chair Initials: _____

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Department Agenda Item	Discussion	Decision	Action
<p>2. Grant Application: Authorize Chairman to sign a grant application with the Wyoming Foundation, 726 Exchange Street, Suite 525 Buffalo NY 14210 for the provision of an update of the Wyoming County Underground Rail Road map. Maximum amount of \$5,000.00; effective June 1, 2021 through December 31, 2021. Deadline May 3rd.</p>	<p><i>I am working jointly with Eric Szucs at Tourism.</i></p>	<p>Motion: Granger Ayes: 6 Noes: Absent: 3 Becker, Leuer, Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">APPROVED</p>
<p><i>At 9:10 AM Supervisors Leuer, T/Middlebury and Becker, T/Sheldon joined the meeting via Zoom during the below Agenda Item.</i></p>			
<p>3. Appropriation: To: 01.46.7520.4.40808 Mowing & Maintenance \$700.00 <i>w/any funds available</i> \$700.00 Reason: To cover increase of mowing from \$300 to \$1000 for County Home Cemetery by Nomads who is replacing SASi. (Contract is done by B&G Dept., funds are from Historic Properties Dept.)</p>		<p>Motion: Kehl Ayes: 8 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
<p>4. Grant Application: Authorize Chairman to sign a Historic Resources Mitigation grant application with Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C. (EDR), 217 Montgomery Street, Suite 1100, Syracuse NY 13202, for funding to preserve and reproduce glass negative collection including historic images of Castile, Perry (east of Silver Lake), Letchworth and county residents of early 1900s in an estimated minimum amount of \$700.00; effective date yet to be determined.</p>	<p><i>Projects chosen for funding will ultimately be decided by the developer in consultation with the NY State Historic Preservation Office.</i></p> <p><i>This funding is associated with the Mt. Morris Solar Project.</i></p>	<p>Motion: Brunner Ayes: 8 Noes: Absent: 1 Jacoby</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">APPROVED</p>

Committee Chair Initials: _____

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Department Agenda Item	Discussion	Decision	Action
5. General Update:			
<ul style="list-style-type: none"> • Our first of the <i>National Women Vote Trail</i> marker has been approved for Cordelia Greene to be placed in front of the Castile Library. • Working with Sean Perry, Local Representative, Alle-Catt Wind's SHPO Cultural Mitigation Plan to try and get funding for projects to include townships of Eagle and Pike • Request discussion on how to handle grant opportunities/funding opportunities that pop up and will close prior to next committee meeting to ask permission. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<i>Supervisor Brunner, T/Java stated that the N. Java Fire Dept. will be celebrating its 100th Anniversary this year. Supervisor Kehl, T/Attica added that several other Fire Depts. around the county will be doing the same!! Supervisor Brunner hoped County Historian Amrhein could provide information to help support the N. Java 100 Year Celebration.</i>			
9:15 AM County Attorney w/J. Wujcik			
<i>At 9:17 AM County Attorney Wujcik entered the meeting at the beginning of the below Agenda Item.</i>			
<i>At 9:19 AM Budget Officer Cook entered the meeting during the below Agenda Item.</i>			
1. Position Fill: <b style="text-align: center;">County Attorney Fill one (1) position of <u>Asst. County Attorney (Ist)</u> (position Code #014.503) currently on Salary Schedule S with an annual salary of \$77,717.00 to replace <i>Janet Bensman</i> who is retiring effective June 11, 2021. Position available date: June 12, 2021.		Motion: Brunner Ayes: 8 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to:
FINANCE			
2. Appropriation: <b style="text-align: center;">Assigned Counsel To: 01.34.1421.4.42494 HH Grant Expenses 2,571.45 w/01.11.1421.302510 Hurrell Haring Grant \$2,571.45 Reason: To cover Public Defense Case Management System installation fee, remote training and annual support (1 license) (2/9/21 - 2/8/22) and investigative and transcription services.	<i>Funds provided through Hurrell-Haring Grant. Contract No. CSTWIDEHH52 Year 2.</i>	Motion: Kehl Ayes: 8 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to:
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Department Agenda Item	Discussion	Decision	Action
3. General Update. <ul style="list-style-type: none"> Supervisor Brunner questioned the progress on the transfer of ownership on the Ag. and Business Center. Moving forward... 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:45 AM Human Resource w/D. Farberman			
1. Position Fill: <i>County Attorney</i> One (1) position of <u>Assistant County Attorney (1st)</u> (position # 003.503) (FT – 1.0 FTE) on salary schedule S, at an annual salary of \$77,717/year. Person Vacating: Janet Bensman, effective, June 11, 2021. Position Available: June 12, 2021.		Motion: Ayes: Noes: Absent: <p style="text-align: center;"><i>No Action Required. Attorney above.</i></p>	Carried: Defeated: Referred to: <p style="text-align: center;"><i>Addressed under County</i></p>
2. Position Fill: <i>Social Services</i> One (1) position of <u>Clerk</u> (position # 015.053) (FT – 1.0 FTE) on CSEA Schedule A, Job Grade 2, at an hourly rate of \$16.29 – 17.78/hr. Person Vacating: Rebecca Washburn, effective April 15, 2021. Position Available: May 5, 2021.		Motion: Grant Ayes: 8 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to: <p style="text-align: center;"><i>Human Services Comm. FINANCE</i></p>
3. Amend Salary Schedule G: <i>County Health Department</i> In order to remain competitive with an increase in the NYS minimum wage to \$12.50/hour effective December 31, 2020, increase hourly rate of <i>Student Aide (Seasonal) - Temporary</i> to \$13.00 per hour with an additional \$0.25 for each previous season worked. Change title to be: ‘Student Aide (Seasonal).’		Motion: Granger Ayes: 8 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to: <p style="text-align: center;"><i>Public Health Comm. FINANCE</i></p>

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Department Agenda Item	Discussion	Decision	Action
<p>4. <i>Position Fill:</i> <i>County Health Department</i> One (1) position of <i>Student Aide (Seasonal)</i> (FT - 1.0 FTE) (position # 075.319) on Salary Schedule G, at \$13.00/hr plus \$0.25 for each previous season worked with no other benefits except those mandated by law. Position Vacant. Position Available: May 17, 2021.</p>		Motion: Granger Ayes: 8 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to: <i>Public Health Comm.</i> FINANCE
<p>5. <i>Position Fill:</i> <i>Office for the Aging</i> One (1) position of <i>Meal Site Manager</i> (PT – 0.44 FTE) (position # 009.151) on Salary Schedule G at an hourly rate of \$12.50/hr. Position Vacant. Position Available: May 5, 2021.</p>		Motion: Brunner Ayes: 8 Noes: Absent: 1 Jacoby	Carried: XXX Defeated: Referred to: <i>Human Services Comm.</i> FINANCE
<p>6. <i>Discussion Items:</i></p> <ul style="list-style-type: none"> • <i>EAP usage report</i> – Pleased with amount of activity. • Recruitment of Sr. Planner Position <ul style="list-style-type: none"> ○ Forwarded applications to Planning Committee Chair, Leuer for his review. • Highway discussion with Highway Superintendent Gadd. • Executive Session 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p><i>At 9:34 AM there was a motion by Supervisor Becker to enter an executive session to discuss collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law); and the employment and performance history of a particular employee. This was seconded by Supervisor Brunner and all voted aye. Clerk Ketchum; Budget Officer Cook; County Highway Superintendent Gadd; HR Director Farberman and County Attorney Wujcik remained.</i></p> <p><i>At 10:57 AM County Attorney Wujcik left the Executive Session.</i></p> <p><i>At 11:10 AM County Highway Superintendent Gadd left the Executive Session.</i></p> <p><i>At 11:13 AM there was a motion by Supervisor Kehl to end the executive session and continue the regular meeting. This was seconded by Supervisor Roche and all voted aye.</i></p>			
Civil Service w/D. Farberman			
<p>7. <i>Civil Service update for April 2021</i></p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
Records Retention w/G. Royce			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Board of Elections w/J. Schlick & H. Bush			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/S. King (minutes prepared by C. Ketchum).

Next Human Resource Committee Meeting scheduled for **Tuesday, May 25, 2021 @ 9:00 AM.**

Committee Chair Initials: _____