

PERSONNEL COMMITTEE
October 5, 2022

Call to Order: The meeting was called to order at 3:26 p.m. by Committee Chairman John Ricci.

Roll Call: J. Ricci, G. Hanchett, J. Burdick, S. Havey, J. Ricketts-Swales, D. Root, J. Rumfelt, P. Stockin

Other Attendees: G. Barnes, T. Boyde, R. Budinger, A. Carrow, R. Christman, S. Cicirello, G. Cooper, A. Cyr, K. Demick, K. Dirlam, D. Fanton, B. Harris, K. Hooker, C. Jones, C. Knapp, T. Linn, B. Riehle, T. Ross, C. Whitwood

Approval of Minutes

A motion was made by Legislator Havey, seconded by Legislator Hanchett, and carried to approve the minutes of September 7, 2022.

Request to Fill Index Clerk

County Clerk Robert Christman requested approval to fill one full-time Index Clerk (AFSCME 86 Bargaining Unit, Grade: 6, Step: Base to 7) in the County Clerk's Office. This position fulfills the legal indexing requirements of both civil and real property tasks within the County Clerk's Office. This position is funded with 100 percent County funds generated through the receipt of County Clerk fees and is included in the 2022 Budget. The annual salary is estimated to be between \$31,904 and \$37,346, with annual benefits estimated to be between \$13,923.17 and \$16,297.97. The request was approved on a motion by Legislator Rumfelt, seconded by Legislator Root, and carried. **Refer to Ways and Means**

Request to Repeal Resolution No. 210-22 Due to Incorrect Term

Clerk of the Board Brenda Rigby Riehle requested a resolution repealing Resolution No. 210-22 (Establishing Standard Work Days for Elected and Appointed Officials and Directing a Report of Days Worked to the New York State and Local Employees' Retirement System) because the term for all employees included was inadvertently listed as 1/1/22-12/31/24, and the term actually expires on December 31, 2025. A separate resolution is being requested to correctly establish the standard work days and report the information to the Retirement System. The request was approved on a motion by Legislator Burdick, seconded by Legislator Havey, and carried. **Prepare Resolution**

Corrected Pension Reporting

Clerk of the Board Brenda Rigby Riehle requested a resolution approving corrected pension reporting required by the New York State retirement system as follows:

The Allegany County Board of Legislators hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of the Board.
(This will replace Resolution No. 210-22, which was repealed due to the term being listed incorrectly.)

<u>Title</u>	<u>Name</u>	<u>Last 4 SS #</u>	<u>Reg. No.</u>	<u>Standard Day (Hrs./Day)</u>	<u>Term</u>	<u>Employer Record of Time (Y/N)</u>	<u>Days Worked Per Month</u>
ELECTED OFFICIALS:							
Legislator	Burdick, Janice L.			6	01/01/22-12/31/25	N	3.43
Legislator	Curran, Philip B.			6	01/01/22-12/31/25	N	1.97
Legislator	Fanton, Dwight R.			6	01/01/22-12/31/25	N	6.00
Legislator	Havey, Steven A.			6	01/01/22-12/31/25	N	6.58
Treasurer, County	Ross, Terri L.			7	01/01/22-12/31/25	N	27.31

The request was approved on a motion by Legislator Rumpfelt, seconded by Legislator Havey, and carried. **Prepare Resolution**

REFERRALS FROM COMMITTEES

Planning and Economic Development

Request to Create Deputy Director of Economic Development

County Administrator Carissa Knapp requested permission to create one full-time Deputy Director of Economic Development (Section IV Salary to be determined) in the Department of Economic Development. This position will assist the Director of Economic Development in performing his/her duties in working collaboratively with public and private sectors at the local, regional, and State levels to support and expand all facets of business, industrial, recreational, commercial, tourism, and economic development in Allegany County. The request was approved on a motion by Legislator Root, seconded by Legislator Hanchett, and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:33 p.m. following a motion by Legislator Rumpfelt, seconded by Legislator Hanchett, and carried.

Respectfully submitted,

Tiffany Linn, Confidential Secretary
Allegany County Board of Legislators