



## **Board of Legislators**

County Office Building, Room 201  
7 Court Street  
Belmont, New York 14813  
Phone: 585-268-9222

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<https://www.facebook.com/alleganycountyny/>

### **PUBLIC WORKS COMMITTEE AGENDA**

**January 4, 2023**

**1:00 p.m.**

- 1. Roll Call**
- 2. Approval of Minutes**
  - December 14, 2022
  - December 21, 2022
- 3. Highway**
  - Bridge Updates
    - In-House
    - Capital Projects
  - Request Permission to Bid Materials and Services
- 4. Solid Waste**
  - E-Waste Collection Event Scheduled for January 23, 2023, at the Landfill Property
- 5. Buildings and Grounds**
- 6. Old Business**
- 7. New Business**
  - Request to Fill Junior Accountant
  - Request Permission to Purchase Equipment
- 8. Good of the Order**
- 9. Adjournment**

# Request to Fill Position Form

Date: January 4, 2023

Committee of Jurisdiction: Public Works

Request to Fill: Title of Position: Junior Accountant

Dept.: Public Works

Will any positions be eliminated? No    If yes, which position(s): \_\_\_\_\_

This position is an:

Existing position?     Newly Created Position? \_\_\_\_\_    Created by Resolution #: \_\_\_\_\_

This position will be:

Full Time?     Part Time? \_\_\_\_\_    Permanent? \_\_\_\_\_    Temporary? \_\_\_\_\_

This position will be:

Non Union? \_\_\_\_\_    Union?     covered by the AFSCME

Grade: 11    Step: Base to Step    Hourly pay rate: \$20.3348 – \$24.7153

Annual salary of position: \$37,009.34 - \$44,981.85

Cost of benefits for position: \$16,150.87 - \$19,630.08

Does position support a mandated program/grant? No    Name of program: \_\_\_\_\_

Source of funding for position: 100% County \_\_\_\_\_% State \_\_\_\_\_% Federal \_\_\_\_\_% Other

Source of funding for benefits: 100% County \_\_\_\_\_% State \_\_\_\_\_% Federal \_\_\_\_\_% Other

Amount in 2023 year's budget for this position: 100%

Rationale justifying the need to fill this position at this time. Please include in your rational where applicable:

1. The specific duties that cannot be accomplished by another employee.  
Will work as backup to the Fiscal Manager – also Payroll, Daily Deposits, Billing, Capital Projects
2. The goals your organization will not be able to accomplish as a result of not filling this position.  
Will work as backup to the Fiscal Manager – also Payroll, Daily Deposits, Billing, Capital Projects
3. The funding available to fill the position from external sources.  
None
4. The benefit to the County generated by this specific position.  
Will work as backup to the Fiscal Manager – also Payroll, Daily Deposits, Billing, Capital Projects

Department Name: Deann Scholer

Date: 12/27/2022

Personnel Director: Robert B...

Date: 12/27/22

County Administrator Authorization: C. M. Ky...

Date: 12/27/22

Approved by the Ways and Means Committee on \_\_\_\_\_