

**WAYS & MEANS COMMITTEE**  
**February 23, 2022**

**Committee Members Present:** J. Burdick, P. Curran, K. Demick, S. Havey, J. Ricci, P. Stockin  
(Absent: B. Harris, D. Fanton, D. Root)

**Others Present:** G. Barnes, T. Boyde, J. Budinger, A. Carrow, A. Cyr, K. Dirlam, G. Hanchett, D. Healy,  
K. Hooker, C. Knapp, T. Linn, J. Ricketts-Swales, B. Riehle, T. Ross, J. Rumpfelt

**Call to Order:** The meeting was called to order at 1:01 p.m. by Ways & Means Committee Member Janice Burdick.

**Approval of Audit**

Committee members reviewed the February 23, 2022, audit of claims in the amount of \$2,504,079.60 (including prepaid bills). A motion was made by Legislator Havey, seconded by Legislator Ricci, and carried to forward the audit to the full Board for approval of payment.

**Tax Bill Correction**

A resolution was requested approving the following tax bill correction and chargeback:

TOWN OF BOLIVAR  
Owner of Record: American Tower

Tax Map Number: 260.-1-71.111/1  
Charge Back: \$2,740.67  
(2021 Bolivar Town & County)

TOWN OF BOLIVAR  
Owner of Record: American Tower

Tax Map Number: 260.-1-71.111/1  
Charge Back: \$2,718.08  
(2022 Bolivar Town & County)

(A resolution is required for corrections over \$2,500, or those resulting in the complete removal of a parcel.) The request was approved on a motion made by Legislator Havey, seconded by Legislator Curran, and carried. **Prepare Resolution**

**CDBG CARES Grant**

County Administrator Carissa Knapp requested a resolution for permission to apply for a CDBG CARES Grant in partnership with the Allegany County Industrial Development Agency (IDA) and convene a Public Hearing on March 23, 2022, at 2:00 p.m. in the County Legislators' Chambers, Room 221, County Office Building, 7 Court Street, Belmont, New York to discuss the objectives of the funding application. The CDBG CARES Program will provide small business support grants to eligible businesses in Allegany County which have been negatively impacted by the COVID-19 pandemic. The grant funds will support the IDA with providing financial assistance to local businesses in Allegany County and help them prevent, prepare for, or respond to the impacts of the COVID-19 pandemic. Ms. Knapp explained that the application deadline is April 1 and information about the public hearing will be made available at a later time. The request was approved on a motion made by Legislator Ricci, seconded by Legislator Curran, and carried. **Prepare Resolution**

**Request to Fill Planning and Development Specialist**

Planning Director Kier Dirlam requested permission to fill one full-time Planning and Development Specialist (AFSCME Bargaining Unit, Grade:13, Step: to Base) in the Planning Department due to a resignation. The Planning and Development Specialist provides technical assistance and information for assembling projects, administration of specific planning program areas or ordinances to public and staff. Works on grant applications and implementation of grants. Provides Development Office and Planning Office administration support services including routine office tasks, related activities and functions. The annual salary of this position is estimated to be \$38,458.97, with benefits estimated to be \$15,025.92.

Funding for this position will be 100 percent with County funds. The request was approved on a motion made by Legislator Ricci, seconded by Legislator Havey, and carried. **Notify Human Resources**

### **Request to Fill Temporary Maintenance Supervisor**

Contingent upon the position being created at the Board Meeting this afternoon, Public Works Superintendent Justin Henry requested approval to fill one full-time Temporary Maintenance Supervisor (PEF Bargaining Unit, Grade: 7), and all subsequent positions that may become vacant as a result of filling within the Department of Public Works. This position is responsible for the supervision and technical work involving responsibility of the efficient and economical maintenance and cleaning of a number of County buildings and surrounding grounds. This position has direct supervision over building maintenance mechanics, assistants, janitors, cleaners, and ground workers. The annual salary is estimated to be between \$47,194.42 and \$65,327.99, with benefits estimated to be between \$18,438.86 and \$25,523.65. This position is funded with 100 percent County funds and is included in the 2022 Budget. The request was approved on a motion made by Legislator Havey, seconded by Legislator Ricci, and carried. **Notify Human Resources pending Board approval to Create**

### **Request to Fill Account Clerk Typist**

Contingent upon the position being created at the Board Meeting this afternoon, Public Health Director Tyler Shaw requested approval to fill one Account Clerk Typist (AFSCME Bargaining Unit, Grade: 7 Step to Base) in the Department of Health. This position is primarily responsible for COVID-19 activity and work to include assisting with billing, vaccination support activities, telephone calls and inquiries, working with school districts, and testing site activities. The annual salary is estimated to be \$32,625, with benefits estimated to be \$12,747. This position will be fully funded through a Federal grant for COVID-19 activities. The request was approved on a motion made by Legislator Burdick, seconded by Legislator Havey, and carried. **Notify Human Resources pending Board approval to Create**

### **Good of the Order**

Majority Leader Steven Havey announced that a caucus would begin at 1:15 p.m. in the Legislative Chambers.

### **Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 1:09 p.m. following a motion by Legislator Ricci, seconded by Legislator Havey, and carried.

Respectfully submitted,

Tiffany Linn, Confidential Secretary  
Allegany County Board of Legislators