

**AGENDA**  
**GOVERNMENT OPERATIONS COMMITTEE**  
**Thursday, July 7<sup>th</sup> 9:00 a.m.**

*Supervisors:* Lasher, Donalty, Kolczynski, Chatfield, Miller

9:00 a.m. **Approval of meeting minutes**

9:00 a.m. **Transmittals referred to Committee**

9:05 a.m. **Board of Elections: Mark Alquist & John Zornow  
Compliance Officer, Ed Hunt**

NO BUSINESS

9:05 a.m. **County Attorney, Dan Connors**

MONTHLY REPORT [CA monthly report.pdf](#)

9:10 a.m. **County Clerk, Michael Jankowski**

TRANSMITTAL:

- Authorization to Release Competitive Bid [cc 07 01 Request for Proposal for Bicentennial Markers.doc](#)

2<sup>nd</sup> Quarter Financial Report

9:20 a.m. **County Grants Manager, Jay Roscup**

PROGRAM UPDATE

9:30 a.m. **County Administrator, Rick House**

MONTHLY REPORT

TRANSMITTAL:

- Authorization to Purchase Audiovisual Equipment [COTB07 RES1 Purchase AV Equipment for Committee Room.docx](#)

9:40 a.m. **Human Resource Director, Chris Kalinski**

PERSONNEL UPDATE

TRANSMITTALS:

- Authorization to Sign Memorandum of Agreement [HR2022 07RES1 Memorandum of Agreement 35 hour work schedule change to 37.50 hours 2023 Rev1.doc](#)
- Authorization to Rescind Resolution and Adopt Management and Confidential Position Wage and Salary Ranges [HR2022 07Res2 2023 Management and Confidential Wage and Salary Range Rev1.doc](#)
- Adopt Managerial/Confidential Position Pay Grade for Deputy Health Services Comptroller [HR2022 06Res4 mang conf position pay grade Deputy Health Services Comptroller rev 2.doc](#)

**COUNTY OF WAYNE**  
**OFFICE OF THE COUNTY ATTORNEY**

WAYNE COUNTY COURTHOUSE  
26 CHURCH STREET, LYONS, NEW YORK 14489  
FAX: (315) 946-5942

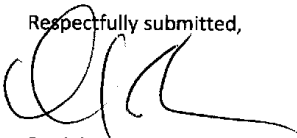
DANIEL C. CONNORS, ESQ.  
COUNTY ATTORNEY  
(315) 946-7442

ERIN M. HAMMOND, ESQ.  
ASSISTANT COUNTY ATTORNEY  
(315) 946-7444

The County Attorney's Office monthly report for June 2022 is as follows:

Contracts Drafted and/or Reviewed	26
Insurance Certificates	52
Notice of Claim	1
Accidents	2
Disciplines/Grievances	0
Human Rights Complaints	0
Subpoenas	1
Freedom of Information Requests (FOIL)	32
FOIL Money Collected	\$3.00
Juvenile Delinquent's (JD's)	1
Persons In Need of Supervision (PINS)	1
Habeas Corpus	0
Poor Person Applications	6
Pistol Permit Hearings	0
Unemployment Hearings	0
Total Amount of Bills Paid from A1420(CA)	\$791.38
Total Amount Paid from A1930 (Judgment & Claims)	\$3,720.00
Total Amount Paid from A1931 (Liability & Casualty)	\$6,174.18
Total Amount Paid for 207c Claims	\$0.00

Respectfully submitted,



Daniel C. Connors, Esq.  
County Attorney

**RESOLUTION TRANSMITTAL**

Committee No. 5  
Lasher

Date: 07.07.2022

Committee Chair: Supervisor

Department Head: Mike Jankowski

**AUTHORIZATION TO RELEASE A COMPETITIVE BID FOR THE PURCHASE OF HISTORICAL MARKERS**

WHEREAS, the Wayne County Historical Society is desirous of purchasing historical marker signs for each of the towns in Wayne County for the upcoming county bicentennial celebration, and

WHEREAS, the anticipated total cost is expected to exceed \$20,000 and is not currently budgeted; therefore Board authorization is required to begin the procurement process, and

WHEREAS, in accordance with the Wayne County Purchasing Policy and General Municipal Law 103, a competitive bid is required to be solicited for this purchase due to the expected overall cost, now, therefore be it

RESOLVED, the Wayne County Board of Supervisors hereby authorizes the release of a competitive bid to procure historical marker signs for each town, with said bid to be released by the Purchasing Department, in coordination with members of the Bicentennial Committee and the County Clerk's Office.

Budgeted: Proposed Cost: Reimbursed Amount: County Cost:

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**RESOLUTION TRANSMITTAL**

**Committee No: 5**

**Date: 7/7/2022**

**Committee Chair: R Lasher  
Department Head: Rick House**

**AUTHORIZATION TO PURCHASE AUDIOVISUAL EQUIPMENT FOR OLD COURTHOUSE COMMITTEE  
CONFERENCE ROOM**

**WHEREAS**, the committee conference room is the primary location for meetings in the Old Courthouse; and  
**WHEREAS**, the current audiovisual (AV) equipment in this conference room is outdated and inadequate for the current environment where web-based video conferencing is now part of normal business; and

**WHEREAS**, Administration requests the purchase of new AV equipment to update the functionality of the committee room for hosting both in-person meetings and video conferencing; now, therefore, be it

**RESOLVED**, that the Wayne County Board of Supervisors hereby authorizes the purchase of new audiovisual equipment for the committee conference room at 26 Church Street, upon approval of the Purchasing Department, not to exceed \$6,000; and be it further

**RESOLVED**, that the Wayne County Treasurer is authorized to amend the 2022 budget as follows:

A1990 Contingent Fund General

(Appropriations)

\$6,000 from 54000 Contractual Expense

A1010 Legislative Board

(Appropriations)

\$6,000 to 52201 Computer Equipment

Budgeted: N  
\$6000

Proposed Cost: \$6000

Reimbursed Amount

County Cost:

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**RESOLUTION TRANSMITTAL**

HR07 RES2  
Committee No.5

July 7, 2022

Committee Chair: Dic Lasher  
Department Head: Chris Kalinski

**AUTHORIZATION FOR BOARD APPROVAL TO CHANGE THE STAND WORK DAY HOUR TO 7.50 FOR EMPLOYEES CURRENTLY WORKING 7.00 HOURS AND TO ENTER INTO AGREEMENT BETWEEN COUNTY OF WAYNE AND PROFESSIONAL SERVICE WORKERS LOCAL 81382 (IUE-CWA), CIVIL SERVICE EMPLOYEE ASSOCIATION, INC. CSEA LOCAL 859 GENERAL AND SUPERVISORY UNITS**

WHEREAS, The purpose of this agreement between the County of Wayne and the Professional Service Workers (IUE-CWA) Local 81382, CSEA General and Supervisory Units, Local 859, and Managerial Confidential employees is to provide for stability and retention of staff for the management and the success of County operations, and

WHEREAS, through Labor-Management, the Parties have discussed a new work schedule for Wayne County full time employees currently working a thirty-five (35) hour work week to be increased to thirty-seven and one half (37.50) hour work plus a 30 minute unpaid meal period each day. This schedule was presented to employees for vote on June 17, 2022 and by majority vote, in favor of this new work schedule. This agreement does not alter employees currently working a 7.50 or 8 hour work day, and

WHEREAS, it is hereby agreed by and between the County of Wayne and each of the Unions and Managerial Confidential Staff joining as signatories to this Memorandum of Agreement as follows:

The parties agree as follows:

- 1. The regular work week of County employees shall be thirty-seven and one-half (37.50) hours per week, seven and one half (7.50) hours per day plus a thirty (30) minute unpaid meal period each day, Friday through Thursday with Saturdays and Sundays off, scheduled between 9:00 a.m. - 5:00 p.m.

Mental Health:

The regular work week shall be Monday through Friday, 37.50 hours per week, 7.5 hours per day plus a 30 minute unpaid meal period each day. To respond to client needs, department staff may be required to perform individual or group counseling and support services outside of normal clinical hours, and on Saturdays. In weeks when this occurs, department management will allow staff to adjust (flex) their work schedules to keep total work hours to 37.50 in the week.

Nursing Home:

Clerical Staff - the regular work week shall be 37.50 hours per week, scheduled between the hours of 7:30 a.m. to 10:00 p.m. In addition, there shall be a 30 minute unpaid meal period each day.

Employees whose coverage is required at irregular hours per day or daily: Social Work Assistant and Activity Aide - the regular work week shall be 37.50 hours per week plus a 30 minute unpaid meal period each day. The daily work periods shall be established by the department head according to the needs of the department.

- 2. Benefit Accruals (Annual, Sick and Holiday) will reflect a 7.50 hour work day beginning with payroll period January 1, 2023.
- 3. Employees will transition to the new work schedule beginning January 1, 2023, and be it further

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign this Memorandum of Agreement, subject to the review and approval of the County Attorney as to form and content.

Budgeted: yes \_\_\_ no\_\_\_ Proposed Cost: \_\_\_0\_\_\_ Reimbursed Amount \_\_\_\_\_ County cost \_\_\_0\_\_\_

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_ Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_ Ayes \_\_\_ Nays \_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**RESOLUTION TRANSMITTAL**

HR07 RES2  
Committee No.5

July 7, 2022

Committee Chair: Dic Lasher  
Department Head: Chris Kalinski

**AUTHORIZATION TO RESCIND RESOLUTION 277-22 AND ADOPT MANAGEMENT AND CONFIDENTIAL POSITION WAGE AND SALARY RANGES FOR 2023**

WHEREAS, the Wayne County Local Law number 2-2014 gives the Board of Supervisors the authority to implement the Salary Plan for Managerial and Confidential Employees; and

WHEREAS, resolution 277-22 adopted May 17<sup>th</sup>, 2022 adopted a cost of living adjustment of 2.5% for the year 2023, and

WHEREAS, Wayne County will adjust the normal work week hours in the year 2023 for all full time employees currently working thirty-five (35) hours weekly to thirty-seven and one half (37.50) hours weekly, and

WHEREAS, resolution 277-22 did not take into account the increase of work hours by 7.14% within departments currently set at a thirty-five hour work week. By making this adjustment to the pay plan structure, individuals who currently work thirty-seven and one half (37.50) or forty (40) hours weekly will be moved to the appropriate salary step to reflect a 2.50% increase; and

WHEREAS, the Director of Human Resources recommends that the 2022 Salary Schedule be increased by 7.14% prior to applying the 2023 cost of living adjustment (COLA) of 2.5% to align the 2023 salary schedule with the labor market; and

WHEREAS, the Pay Plan Committee has met and agreed to make changes within the Pay Plan Salary Administration; now, therefore be it

RESOLVED, that the Board of Supervisors hereby adopts the following wage and salary ranges for the Managerial and Confidential employee group effective January 1, 2023

COLA:	2.50%													
2023	1	2	3	4	5	6	7	8	8b P.T.	9	10	11	12	13
MINIMUM	\$15.82	\$17.87	\$20.19	\$22.82	\$50,284	\$56,820	\$63,639	\$71,275	\$42,025	\$79,829	\$89,407	\$100,137	\$112,153	\$125,612
1	\$16.18	\$18.29	\$20.66	\$23.35	\$51,456	\$58,144	\$65,122	\$72,936		\$81,689	\$91,491	\$102,471	\$114,767	\$128,539
2	\$16.56	\$18.71	\$21.15	\$23.90	\$52,655	\$59,500	\$66,640	\$74,636	\$44,819	\$83,593	\$93,624	\$104,859	\$117,442	\$131,535
3	\$16.95	\$19.15	\$21.64	\$24.45	\$53,882	\$60,886	\$68,193	\$76,376		\$85,542	\$95,806	\$107,303	\$120,179	\$134,601
4	\$17.34	\$19.60	\$22.14	\$25.02	\$55,138	\$62,305	\$69,783	\$78,156	\$47,612	\$87,535	\$98,039	\$109,804	\$122,980	\$137,738
5	\$17.75	\$20.05	\$22.66	\$25.61	\$56,423	\$63,758	\$71,409	\$79,978		\$89,576	\$100,324	\$112,363	\$125,847	\$140,949
6	\$18.16	\$20.52	\$23.19	\$26.20	\$57,738	\$65,244	\$73,074	\$81,842		\$91,663	\$102,662	\$114,982	\$128,780	\$144,234
MIDPOINT	\$18.58	\$21.00	\$23.73	\$26.81	\$59,083	\$66,764	\$74,776	\$83,748		\$93,798	\$105,054	\$117,660	\$131,780	\$147,594
8	\$18.78	\$21.22	\$23.98	\$27.10	\$59,718	\$67,481	\$75,578	\$84,647		\$94,805	\$106,181	\$118,923	\$133,195	\$149,178
9	\$18.98	\$21.45	\$24.24	\$27.39	\$60,359	\$68,205	\$76,390	\$85,556		\$95,823	\$107,321	\$120,200	\$134,625	\$150,780
10	\$19.19	\$21.68	\$24.50	\$27.69	\$61,007	\$68,937	\$77,210	\$86,474		\$96,851	\$108,473	\$121,490	\$136,070	\$152,399
11	\$19.39	\$21.91	\$24.76	\$27.98	\$61,662	\$69,677	\$78,039	\$87,403		\$97,891	\$109,638	\$122,795	\$137,531	\$154,035
12	\$19.60	\$22.15	\$25.03	\$28.28	\$62,324	\$70,425	\$78,876	\$88,341		\$98,942	\$110,815	\$124,113	\$139,007	\$155,688
13	\$19.81	\$22.39	\$25.30	\$28.59	\$62,993	\$71,181	\$79,723	\$89,289		\$100,004	\$112,004	\$125,445	\$140,499	\$157,360
14	\$20.03	\$22.63	\$25.57	\$28.89	\$63,669	\$71,945	\$80,579	\$90,248		\$101,078	\$113,207	\$126,792	\$142,008	\$159,049
15	\$20.24	\$22.87	\$25.84	\$29.20	\$64,352	\$72,718	\$81,444	\$91,217		\$102,163	\$114,422	\$128,153	\$143,532	\$160,756
16	\$20.46	\$23.12	\$26.12	\$29.52	\$65,043	\$73,498	\$82,318	\$92,196		\$103,260	\$115,651	\$129,529	\$145,073	\$162,482
17	\$20.68	\$23.36	\$26.40	\$29.83	\$65,741	\$74,287	\$83,202	\$93,186		\$104,368	\$116,892	\$130,919	\$146,630	\$164,226
18	\$20.90	\$23.62	\$26.69	\$30.15	\$66,447	\$75,085	\$84,095	\$94,186		\$105,488	\$118,147	\$132,325	\$148,204	\$165,989
19	\$21.12	\$23.87	\$26.97	\$30.48	\$67,161	\$75,891	\$84,998	\$95,197		\$106,621	\$119,415	\$133,745	\$149,795	\$167,771
MAXIMUM	\$21.35	\$24.13	\$27.26	\$30.81	\$67,883	\$76,708	\$85,912	\$96,222		\$107,769	\$120,701	\$135,185	\$151,407	\$169,576

Budgeted: yes no Proposed Cost: Reimbursed Amount County cost

Departmental transfer \$ from Account No. to Account No.

County Administrator's Review: Date:

Human Resources Office Review: yes no N/A Signature:

County Attorney Review: yes no N/A Signature:

Standing Committee: Ayes Nays Date: Signature:



Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**RESOLUTION TRANSMITTAL**

HR 07 RES 1  
Committee No.5

July 7, 2022

Committee Chair: Dic Lasher  
Department Head: Chris Kalinski

**AUTHORIZATION TO ADOPT OF MANAGERIAL/CONFIDENTIAL POSITION PAY GRADE FOR DEPUTY HEALTH SERVICES COMPTROLLER**

WHEREAS, the Board of Supervisors adopted Resolution No. 382-14 establishing pay grades for the Managerial Confidential (M/C) positions in place at that time; and  
WHEREAS, the Board of Supervisors adopted Resolution No. 608-21 to renew contract with Public Section HR Consultants LLC to provide services including the rating of new positions that may be created in the M/C employee group; and

WHEREAS, it is the desire of the Nursing Home Administrator to create the position of Deputy Health Services Comptroller within the Wayne County Nursing Home; and

WHEREAS, Public Section HR Consultants LLC has studied and rated the position and recommends placement in M/C pay grade 6; now, therefor be it  
RESOLVED, that the position of Deputy Health Services Comptroller is hereby placed in M/C pay grade 6.

Budgeted: yes \_\_\_ no  Proposed Cost: \$0.00 Reimbursed Amount \$0.00 County cost \$0.00

Departmental transfer \$ \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

County Attorney Review: yes \_\_\_ no \_\_\_ N/A \_\_\_ Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_