

Wayne County Board of Supervisors

Courthouse at
26 Church Street, Lyons, New York 14489



tel. 315-946-5400

Helen R. Maddock
Clerk
Kay Groover
Deputy Clerk

June 25, 1993

State Records and Law Bureau
Department of State
162 Washington Avenue
Albany, New York 12231

RE: Wayne County Local Law No. 1-1993

Gentlemen:

Enclosed herewith is the original and two copies of Wayne County Local Law No. 1-1993 establishing the position of County Administrator for the County of Wayne.

This law is submitted for filing in your office pursuant to Section 27 of the Municipal Home Rule Law.

Very truly yours,

Helen R. Maddock, Clerk
Wayne County Board of Supervisors

Enclosure

Wayne County Board of Supervisors

Courthouse at
26 Church Street, Lyons, New York 14489



tel. 315-946-5400

Helen R. Maddock
Clerk
Ray Groover
Deputy Clerk

June 25, 1993

Mr. William Lochner
Wayne County Clerk
County Office Building
Lyons, New York 14489

RE: Wayne County Local Law No. 1-1993

Dear Mr. Lochner:

Enclosed herewith is a certified copy of Wayne County Local Law No. 1-1993 establishing the position of County Administrator for the County of Wayne.

This law is submitted for filing in your office pursuant to Section 27 of the Municipal Home Rule Law.

Very truly yours,

Helen R. Maddock
Helen R. Maddock, Clerk
Wayne County Board of Supervisors

Enclosure

COUNTY OF WAYNE

NOTICE OF ADOPTION OF LOCAL LAW NO. 1-1993

NOTICE IS HEREBY GIVEN that Wayne County Local Law No. 1 for the year 1993 entitled "A local law establishing the position of County Administrator for the County of Wayne" was adopted by the Board of Supervisors of the County of Wayne on June 22, 1993, and was filed in the Office of the Secretary of State on June 28, 1993.

Local Law No. 1-1993 is fully set forth as follows:

LOCAL LAW NO. 1-1993
STATE OF NEW YORK - COUNTY OF WAYNE

A local law establishing the position of County Administrator for the County of Wayne.

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF WAYNE, as follows:

SECTION 1. LEGISLATIVE INTENT

The Wayne County Board of Supervisors finds that greater direction, control and coordination of County governmental functions is necessary for the efficient administration of the various departments and agencies of County Government. In spite of diminishing State and Federal reimbursements, Wayne County is being required to administer a broader range of social programs, and with the increasing budget deficits at both the state and national level, Wayne County will be faced with some of the most serious decisions ever. Such mandates, coupled with the revenue constraints, will require the most efficient administration possible.

SECTION 2. COUNTY ADMINISTRATOR

There shall be a County Administrator who shall be directly responsible to the Board of Supervisors and perform the functions of a chief administrative officer on behalf of the Board of Supervisors with the Board of Supervisors retaining the final administrative authority. The position of County Administrator shall be in the unclassified service of the Wayne County civil service.

SECTION 3. APPOINTMENT; TERM OF OFFICE; QUALIFICATIONS

(a) The County Administrator shall be appointed by the Board of Supervisors. The term of office of the first County Administrator appointed pursuant to this local law shall commence on the date of such appointment and shall expire on December 31, 1994. Each appointment thereafter shall be for a term of two years ending on the last day of December in each even numbered year. Every original appointment to the position of County Administrator shall be for a probationary term of not less than eight nor more than twenty-six weeks. Appointment to fill a vacancy in the office of County Administrator shall be for the remainder of the unexpired term.

(b) At the time of appointment, the County Administrator shall have the following education, training, and/or experience:

1. ten years paid full-time management experience in a private or public business or industrial enterprise, or
2. possess a Bachelors Degree from an accredited college or university and have six years paid full-time management experience in a private or public business or industrial enterprise, or
3. possess a Master of Public Administration or Master of Business Administration degree and have four years of



- paid full-time management experience in a private or public business or industrial enterprise, or
4. an equivalent combination of education, training, and managerial experience listed above.

The County Administrator shall be appointed on the basis of these and such other qualifications as may be required for the responsibilities of the office.

(c) The appointee need not to be a resident of Wayne County at the time of appointment but shall become so within 60 days of appointment and remain so during the appointee's term of office. Failure to become such a resident as provided herein or to remain such a resident shall be cause for dismissal by the Board of Supervisors.

SECTION 4. POWERS AND DUTIES

Without curtailing, diminishing, or transferring the powers of any elected County official, the County Administrator shall be responsible for the overall administration of County Government and shall provide and coordinate staff services to the Board of Supervisors, Chairman of the Board and its Committees. The County Administrator shall perform all the duties now and hereafter conferred or imposed upon the office by law and directed by the Board of Supervisors and shall have all powers and perform all the duties necessarily implied or incidental thereto. Among such powers and duties, but not by way of limitation, are:

1. appoint such assistants and staff within the office of the County Administrator as may be authorized by the Board of Supervisors;
2. work in conjunction with and coordinate the activities of County department heads and the administration of all units of County Government to most efficiently implement the directives of the Board of Supervisors;
3. have general supervision of all County departments and agencies except as otherwise required by law, and all department and agency heads shall be responsible to and report to the County Administrator;
4. aid the Board of Supervisors in evaluating proposals presented to it and made recommendations concerning same;
5. serve as an advisor to the Board of Supervisors and develop policy and procedural recommendations for consideration by the Board which will promote economy and efficiency in the operation of County Government;
6. undertake administrative and management studies and submit to the Board of Supervisors reports and recommendations regarding governmental operations as the County Administrator may deem appropriate or the Board may request, and provide such assistance to the Board and its committees as may be requested by the Board;
7. provide for the enforcement of all local laws, legalizing acts, ordinances and resolutions of the Board of Supervisors and all other actions required by operation of law;
8. maintain liaison and represent the Board of Supervisors in contracts with political subdivisions and state and federal officials and agencies;
9. attend all regular meetings of the Board of Supervisors and its committees;
10. coordinate the fiscal affairs of the departments and agencies of the County Government;
11. provide for appropriate budgetary controls and the efficient and economical management of appropriated funds;
12. have such other powers and to perform such other duties as may now or hereafter be conferred or imposed by the Board of Supervisors.



SECTION 5. SALARY

The County Administrator shall receive an annual salary to be fixed by the Board of Supervisors.

SECTION 6. LIMITATIONS

Nothing contained herein shall be deemed to divest the Board of Supervisors of any of its functions, powers, or duties, nor shall anything herein be deemed to curtail, diminish, or transfer the powers of any elected county official.

SECTION 7. SEPARABILITY

If any clause, sentence, paragraph, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree, or order shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the controversy in which such judgment, decree, or order shall have been rendered and the remainder of this local law shall not be affected thereby and shall remain in full force and effect.

SECTION 8. EFFECTIVE DATE

This local law shall take effect upon the date it is filed in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law of the State of New York;

Dated: July 8, 1993
Lyons, New York

Helen R. Maddock, Clerk
Wayne County Board of Supervisors



(Please Use this Form for Filing your Local Law with the Secretary of State)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County [redacted] of WAYNE.....

Local Law No. 1..... of the year 19 93.....

A local law establishing the position of County Administrator for the County of Wayne.
(Insert title)

Be it enacted by the BOARD OF SUPERVISORS..... of the
(Name of Legislative Body)

County [redacted] of WAYNE..... as follows:

SECTION 1. LEGISLATIVE INTENT

The Wayne County Board of Supervisors finds that greater direction, control and coordination of County governmental functions is necessary for the efficient administration of the various departments and agencies of County Government. In spite of diminishing State and Federal reimbursements, Wayne County is being required to administer a broader range of social programs, and with the increasing budget deficits at both the state and national level, Wayne County will be faced with some of the most serious decisions ever. Such mandates, coupled with the revenue constraints, will require the most efficient administration possible.

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(b) At the time of appointment, the County Administrator shall have the following education, training, and/or experience:

1. ten years paid full-time management experience in a private or public business or industrial enterprise, or
2. possess a Bachelors Degree from an accredited college or university and have six years paid full-time management experience in a private or public business or industrial enterprise, or

(If additional space is needed, please attach sheets of the same size as this and number each)

3. possess a Master of Public Administration or Master of Business Administration degree and have four years of paid full-time management experience in a private or public business or industrial enterprise, or
4. an equivalent combination of education, training, and managerial experience listed above.

The County Administrator shall be appointed on the basis of these and such other qualifications as may be required for the responsibilities of the office.

(c) The appointee need not to be a resident of Wayne County at the time of appointment but shall become so within 60 days of appointment and remain so during the appointee's term of office. Failure to become such a resident as provided herein or to remain such a resident shall be cause for dismissal by the Board of Supervisors.

SECTION 4. POWERS AND DUTIES

Without curtailing, diminishing, or transferring the powers of any elected County official, the County Administrator shall be responsible for the overall administration of County Government and shall provide and coordinate staff services to the Board of Supervisors, Chairman of the Board and its Committees. The County Administrator shall perform all the duties now and hereafter conferred or imposed upon the office by law and directed by the Board of Supervisors and shall have all powers and perform all the duties necessarily implied or incidental thereto. Among such powers and duties, but not by way of limitation, are:

1. appoint such assistants and staff within the office of the County Administrator as may be authorized by the Board of Supervisors;
2. work in conjunction with and coordinate the activities of County department heads and the administration of all units of County Government to most efficiently implement the directives of the Board of Supervisors;
3. have general supervision of all County departments and agencies except as otherwise required by law, and all department and agency heads shall be responsible to and report to the County Administrator;
4. aid the Board of Supervisors in evaluating proposals presented to it and made recommendations concerning same;
5. serve as an advisor to the Board of Supervisors and develop policy and procedural recommendations for consideration by the Board which will promote economy and efficiency in the operation of County Government;
6. undertake administrative and management studies and submit to the Board of Supervisors reports and recommendations regarding governmental operations as the County Administrator may deem appropriate or the Board may request, and provide such assistance to the Board and its committees as may be requested by the Board;
7. provide for the enforcement of all local laws, legalizing acts, ordinances and resolutions of the Board of Supervisors and all other actions required by operation of law;
8. maintain liaison and represent the Board of Supervisors in contracts with political subdivisions and state and federal officials and agencies;
9. attend all regular meetings of the Board of Supervisors and its committees;
10. coordinate the fiscal affairs of the departments and agencies of the County Government;
11. provide for appropriate budgetary controls and the efficient and economical management of appropriated funds;
12. have such other powers and to perform such other duties as may now or hereafter be conferred or imposed by the Board of Supervisors.

SECTION 5. SALARY

The County Administrator shall receive an annual salary to be fixed by the Board of Supervisors.

SECTION 6. LIMITATIONS

Nothing contained herein shall be deemed to divest the Board of Supervisors of any of its functions, powers, or duties, nor shall anything herein be deemed to curtail, diminish, or transfer the powers of any elected county official.

SECTION 7. SEPARABILITY

If any clause, sentence, paragraph, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree, or order shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the controversy in which such judgment, decree, or order shall have been rendered and the remainder of this local law shall not be affected thereby and shall remain in full force and effect.

SECTION 8. EFFECTIVE DATE

This local law shall take effect upon the date it is filed in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law of the State of New York.

(Complete the certification in the paragraph which applies to the filing of this local law and strike out the matter therein which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No.1..... of 19.93...
County
of the [redacted] of WAYNE..... was duly passed by the BOARD OF SUPERVISORS.....
(Name of Legislative Body)
on June 22..... 19.93.. in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval or no disapproval by Elective Chief Executive Officer,* or repassage after disapproval.)

I hereby certify that the local law annexed hereto, designated as local law No. of 19.....
County
of the City of was duly passed by the
Town (Name of Legislative Body)
Village
on 19..... and was approved not disapproved
repassed after disapproval by the
Elective Chief Executive Officer *
and was deemed duly adopted on 19....., in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. of 19.....
County
of the City of was duly passed by the
Town (Name of Legislative Body)
Village
on 19..... and was approved not disapproved
repassed after disapproval by the
Elective Chief Executive Officer *
on 19...... Such local law was submitted to the people by reason of a
mandatory referendum, and received the affirmative vote of a majority of the qualified electors voting
permissive general
thereon at the special election held on 19....., in accordance with the appli-
annual
cable provisions of law.

4. (Subject to permissive referendum, and final adoption: because no valid petition filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. of 19.....
County
of the City of was duly passed by the on
Town (Name of Legislative Body)
Village
..... 19..... and was approved not disapproved
repassed after disapproval by the on
Elective Chief Executive Officer *
..... 19...... Such local law being subject to a permissive referendum and no
valid petition requesting such referendum having been filed, said local law was deemed duly adopted on
..... 19....., in accordance with the applicable provisions of law.

*Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairman of the county legislative body, the mayor of a city or village or the supervisor of a town, where such officer is vested with power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. of 19..... of the City of..... having been submitted to referendum pursuant to the provisions of § 36 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the special election held on 19 became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as Local Law No. of 19..... of the County of, State of New York, having been submitted to the Electors at the General Election of November, 19, pursuant to subdivisions 5 and 7 of Section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and of a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph above.

Helen R. Maddock

Clerk of the County legislative body, City, Town or Village Clerk or officer designated by local legislative body

Helen R. Maddock, Clerk
Wayne County Board of Supervisors

Date: June 24, 1993

(Seal)

(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized Attorney of locality.)

STATE OF NEW YORK

COUNTY OF WAYNE.....

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

Donald Crowley

Signature

Donald Crowley, County Attorney

Title

Date: June 24, 1993

County of WAYNE.....

Wayne County Board of Supervisors

Courthouse at
26 Church Street, Lyons, New York 14489



tel. 315/946-5400

Helen R. Maddock
Clerk
Kay Groover
Deputy Clerk

FACSIMILE TRANSMISSION

TO: Wayne County Star

FROM: Helen Maddock

DATE: July 8, 1993

RE: Local Law # 1

Special Notations: Please publish two consecutive weeks.

(In addition to this cover page, there are 3 additional pages in this transmission.)

Bill To: _____

Sending to Fax Number: 754-6431



Wayne County Board of Supervisors

Courthouse at
26 Church Street, Lyons, New York 14489



tel. 315/946-5400

Helen R. Maddock
Clerk
Kay Groves
Deputy Clerk

FACSIMILE TRANSMISSION

TO: Times
FROM: Helen Maddock
DATE: July 8, 1993
RE: Local Law #1

Special Notations: Please publish two consecutive weeks.

(In addition to this cover page, there are 3 additional pages in this transmission.)

Bill To: _____

Sending to Fax Number: 986-7271

