

**MONTGOMERY-OTSEGO-SCHOHARIE
SOLID WASTE MANAGEMENT AUTHORITY**

PERSONNEL COMMITTEE MEETING

Date: October 29, 2008

Location: Schoharie County Office Building

Members Present:

Phillip Skowfoe
Meredith McNeil
Edward Wesnofske

Members Absent:

Others Present:

Gilbert L. Chichester
Olga Podmajersky
Barbara Corrigan

1. Opening

Chairman Skowfoe called the meeting to order at 3:45PM

2. Approval of Minutes

Skipped due to delay in start time

3. Approve Agenda

Skipped due to delay in start time

4. Equipment Maintenance/Buildings & Grounds Reorganization -

A resolution was distributed by Mr. Chichester to formally approve the new titles and positions regarding the restructured Maintenance Department, so these could be approved at the next Board Meeting.

Mr. Skowfoe requested copies of the three new Job descriptions. Copies were made by the Schoharie County personnel. Mr. Chichester pointed out the job descriptions were approved by the Civil Service Office who reviewed the position duty statements and accepted these job descriptions.

Mr. McNeil stated the bottom line it is the Fleet Manager will be in charge of everyone in the newly merged departments.

5. Management Compensation System -

No action taken due to delay in start time

6. Executive Director's Employment Agreement -

No action taken due to delay in start time

7. Other Business

a. Harassment Policy

Mr. Chichester brought the committee's attention to the Harassment Policy which has been revised in conjunction with Dionne A. Wheatley of Roemer Wallens & Mineaux

LLP. Training which took place on October 15th for all staff. The committee asked to discuss this at a later time to provide an opportunity to review the material.

b. Breast/Prostrate Cancer Screening

Mr. Chichester shared the results of Mr. Wallens review of court cases in relation to the requirement for payment of this time. Based on these results a proposed policy was distributed and recommended to be presented to the full Board.

Mr. Wesnofske made the motion to recommend the Cancer Screening and Reorganization to the full Board. Mr. McNeil seconded the motion Phil was in favor.

c. Mr. Chichester discussed the fourth Resolution handed out with the Personnel committee packet "Resolution Authorizing Executive Director to Approve Change Order for the Protection and Stability of the Oneonta Transfer Station".

Mr. Chichester indicated that this was an immediate concern for operations and had anticipated Dave Parker's at the meeting to address the concern. The resolution is for a change order for the OTS project to address structural issues discovered during the environmental review of the station.

Mr. Skowfoe indicated that he believed the structural issues were addressed in the original engineering project.

Mr. Chichester noted that he had reviewed the minutes and in committee the environmental issues and structural issues were discussed as two separate items. The details of the change order are outlined and essentially are to put up barriers to stop staff from pushing up against the walls.

Mr. Chichester was unsure that we needed to go to bid for the work because he did not feel with the emerging issue he could spend time going to bid regarding the safety and liability of the staff and the Authority.

Mr. Wesnofske suggested recommended the Operations Committee oversee this due to the immediacy of the issues.

8. Closing

the committee adjourned at 4:00 p.m.

Respectfully submitted,

Barbara G. Corrigan
Director of Finance and Administration