

**PUBLIC WORKS/SOLID WASTE/BUILDINGS
COMMITTEE MEETING
THURSDAY
DECEMBER 27, 2012
1:00 AM**

Present: Brian Towers, Bob Edwards and John Frey

Also present: Bill Farber, Neil McGovern, and Tracy Eldridge

Tracy wanted to discuss some changes in grades. Tracy had handouts and stated that he listed the current grades and on the bottom you will see what he is proposing to change them to. Basically what he is doing is doing away with CEO's. We currently have a couple of CEO's, one that will be moving in to a new Road Supervisor I position and his intent for the other employee is to leave it alone until retirement. From this point on, no one will be promoted to a CEO. The other part of this is to make the job descriptions better, fit the jobs of what they are doing.

Tracy stated it was done to make the MEO job description more as it should be. The job descriptions needed cleaning up. We were having some MEO's working under other scopes all the time.

Brian T. asked how many CEO's do we now have, Tracy stated three. Brian T. asked what are those three CEO's going to become. Tracy stated that one will become a Road Supervisor II, one he would like to move to Road Supervisor I and the other will stay CEO until retirement. Tracy reported that he spoken to Bill about moving him back.

Bill stated with his discussion with Tracy, he suggested leaving him at CEO rather than paying him the same pay scale as a CEO and moving him back. I'd think about whether or not there are changes you want to make to the CEO job description.

Neil asked if the ultimate goal here is to be rid of CEO's. The Chairman stated they are phasing out CEO's. Neil asked for the purpose of this one employee who will be remaining CEO you want to brush up the description so that he will be doing what we want him to do and Tracy stated yes.

Rick entered during discussion.

Tracy stated that he is trying to simplify things and by doing this it will move people around a little bit on the short term. He is strengthening the MEO job description, also as well as the HEO description to come up equal with the HEOT and doing away with CEO and redoing the road supervisors. Currently there are three different road supervisor grades and he would like to remove one. The one road supervisor description will be more like a "crew foreman".

Tracy feels it will work better overall and strengthens the job scopes and what they are really doing.

There was a couple of job descriptions that we re-did a few years ago and that was the road supervisor positions and we never really had them adopted by Civil Service. He started reviewing them and found some minor corrections. Tracy handed out some job descriptions of what he has been talking about. The first one is the current one that we do, the next one is the updated version. Tracy explained what he did on the handouts.

Once the review was complete Brian Towers asked Tracy basically we have taken the HEO's and simply moved them from a grade 12 to a grade 13 without really changing anything that they are currently doing. Tracy stated it means they are never going to be CEO's; we're tightening what they are required to do in their basic job description. Tracy feels they should be with the tractor trailer drivers; they shouldn't be below with their added responsibilities. That was always the differential between construction; they had more responsibilities on the project. His thought is that the HEO should be strengthened and be equal to the HEOT which is a tractor trailer. Tracy continued to discuss the descriptions.

Brian Towers stated again from a perceptual point of view you are basically taking the HEO from a grade 12 to a grade 13 and they are not really going to be doing anything different from what they are doing now but the description might be different, is that assumption correct? Tracy stated somewhat, not completely all the time. There are some things that an HEO typically isn't asked to do. Tracy and Brian T. continued to discuss.

Brian Wells entered during Brian Towers questioning Tracy.

Tracy feels down the road it will be easier to differentiate, we have too many and we don't need a CEO.

Tracy wanted to remind everyone that they are losing a major operator, going to road supervisor, not that he won't be operating equipment any longer; but we are losing him by promotion because of a road supervisor vacancy.

Tracy stated to Brian Towers that he looks uncomfortable about this. Brian Towers stated if we are really going to get HEO's that are a grade 12 that are now actually going to be required to do different job skills that's fine. Tracy stated the expectations are going to be different, because most of them, that's their goal in their self evaluations, to become CEO and be on the project so to speak. Tracy stated they will become more universally utilized. We have over the last couple of years shared guys amongst each other. They don't just work for their own department, such as only for Lake Pleasant or Indian Lake garages.

Tracy stated that he is just trying to make things easier without upsetting the apple cart, but there is no easy way to do it. He has thought a lot about it and feels that he is strengthening the HEO job description up enough that the expectations are there to earn that.

Neil stated at the end of the exercise you end up with a heavy equipment operator/tractor trailer, that's the top unless one of them takes over one of the barns. Tracy stated HEO and HEOT will be identical, same grade and that will be the highest under a road supervisor.

Tracy stated his other proposal is that he currently has a road supervisor, a road supervisor I and a road supervisor II. He would like to get rid of one of them, they haven't used one of the road supervisors in a number of years, and Tracy explained the job description wouldn't change.

Tracy stated that this all hinges on Civil Service and their approval, but he feels it shouldn't be a problem with them.

Discussion continued between town and county definitions.

Tracy asked Rick if he had any concerns, Rick stated only with temporaries, he notices a lot of them end up on unemployment. Part of the system that he doesn't like is that some of them are collecting already, they are already retired and then they can be unemployed at the same time.

Tracy stated at the end of January when Rick goes and when Kim goes into his position that leaves a vacancy and I understand when we talk about the budget and we are going to look at all the positions, but he hopes he can fill that, he is willing to take a look at his temporaries. If he has the work he might as well keep them full time rather than a couple of temporaries.

Tracy stated he would like to replace that opening in Indian Lake with a MEO at the end of February. Bill stated realistically we don't have much choice but to fill that. We would literally have to have temporaries in for the winter, temporaries in for the summer etc., but at the end of the day it looks like you are being overly creative.

As there was no further business, the meeting ended.