

**Ways & Means Committee Minutes**  
**September 26, 2016**  
**Not Approved**

**Members Present:** C. Jessup, D. Fanton, P. Curran, K. Graves, M. Healy, K. LaForge, T. O'Grady, D. Pullen, D. Root, C. Crandall

**Others Present:** T. Boyde, J. Budinger, S. Burt, R. Christman, D. Decker, L. Gridley, K. Hollis, R. Hollis, G. James, R. Lynch, B. Riehle, T. Ross, N. Ungermann, M. Washer

**Call to Order:** Ways & Means Committee Chairman Charles Jessup called the meeting to order at 1:05 p.m.

**Approval of PEF Agreement**

A motion was made by Legislator Healy, seconded by Legislator Graves, and carried to approve the PEF Agreement. **Prepare Resolution**

**REFERRALS FROM OTHER COMMITTEES**

**Personnel Committee**

County Clerk Robert Christman requested to fill one full-time Deputy Clerk (Grade 9, Step Base) position. The Deputy Clerk is responsible for managing the receipting, indexing, storage and retrieval of documents, including legal records pertaining to ownership of real property and all court records, except criminal records, for Supreme Court and County Court. The Deputy Clerk is also responsible for managing the collection of revenue for these services, which are provided to several levels of government (Courts, Towns, County, State and Federal). There are also managerial responsibilities to include, payroll, equipment maintenance, procurement, and personnel affairs. This request was approved on a motion made by Legislator O'Grady, seconded by Legislator Graves, and carried. **Notify Human Resources**

Personnel Officer Harold Budinger requested a resolution to approve the addition of three salary grades (12, 13, and 14) to the PEF Salary Plan. This request was approved on a motion made by Legislator O'Grady, seconded by Legislator Fanton, and carried. **Prepare Resolution**

Personnel Officer Harold Budinger requested a resolution to approve the change in classification from Grade 11 to 14 in the PEF Salary Plan for the County Engineer position. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Graves, and carried. **Prepare Resolution**

**Planning & Economic Development**

Employment and Training Director Reita Sobeck-Lynch requested a resolution to approve a transfer of funds in the amount of \$2,750. The reason for this transfer is because of an overestimated number of participants in the Summer Youth Employment Program that enrolled in the Retirement System. The funds should be transferred as follows:

From: #CD16795.802 (TANF Participant Retirement)      To: #CD16794.408 (TANF General Supplies)

This request was approved on a motion made by Legislator Root, seconded by Legislator Curran, and carried. **Prepare Resolution**

**Approval of Audit**

Committee members reviewed the September 26, 2016, audit of claims in the amount of \$2,955,948.82 (including prepaid bills). A motion was made by Legislator Fanton, seconded by Legislator Root, and carried to forward the audit to the full Board for approval of payment.

**Good of the Order**

Majority leader Legislator Healy announced a caucus at 1:15 p.m. in room 220.

**Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 1:10 p.m. following a motion by Legislator Graves, seconded by Legislator Curran, and carried.

Respectfully submitted,

Meghan Washer, Secretary to the Clerk of the Board  
Allegany County Board of Legislators