

**AGENDA**  
**PUBLIC WORKS COMMITTEE**  
**LEGISLATIVE CHAMBERS**  
**Monday, December 17, 2018 at 10:00 a.m.**

COMMITTEE MEMBERS: Howell-Chair, Barnes, Harp, Reed, Fagan  
ALSO PRESENT: Timothy O'Hearn, County Administrator,  
STAFF ADVISOR/MINUTES: Jamee Mack, Deputy Clerk

I. BUILDING & GROUNDS – Ken Thurston

- A. Resolution - Authorize creation and filling of one Part-time Project Manager Position – Highway Department (see attached)
- B. Motion to renew agreement with CPE Communications & Security, Inc. for Fire alarm monitoring services at the Shared Public Works Building & Human Services Complex, cost of \$360.00 per year, per building, term of January 1, 2019 through December 31, 2023.
- C. Discussion – Courthouse Roof & Painting Bid, Res. No. 209-18 authorized advertising.
- D. Discussion - Establishing energy benchmarking requirements for certain municipal buildings, Phil Cherry, Director, Cornell Cooperative Extension.

II. HIGHWAY DEPARTMENT – Ken Thurston

- A. No action needed.

III. WEIGHTS & MEASURES – Cliff Boyce

- A. Nothing submitted.

RE: AUTHORIZE CREATION AND FILLING OF ONE PART-TIME PROJECT MANAGER POSITION  
– HIGHWAY DEPARTMENT

WHEREAS, the Highway Department and Buildings and Grounds Department have consolidated their administrative duties, and

WHEREAS, the Highway Superintendent has determined that the title of Assistant Deputy Superintendent of Highway and Facilities is no longer the appropriate title for the part-time position within the departments, and

WHEREAS, the job description for Project Manager matches the actual job duties performed to assist the County Highway Superintendent with managerial duties, and

WHEREAS, the Highway Superintendent is requesting to create a Project Manager position to replace the Assistant Deputy Superintendent of Highway and Facilities position, upon approval of the County Administrator, and

WHEREAS, funding for the position is in the 2019 Buildings and Grounds budget.

NOW, THEREFORE, BE IT RESOLVED, that the Highway Superintendent is hereby authorized to create and fill the title of a part-time Project Manager position at a salary of \$20,000 per year, on an as needed basis, to be placed in Management Confidential Handbook, and

BE IT FURTHER RESOLVED, that this Legislature hereby acknowledges the appointment by Kenneth Thurston, County Highway Superintendent, of David W. Lisk, to the Project Manager position, effective January 1, 2019.