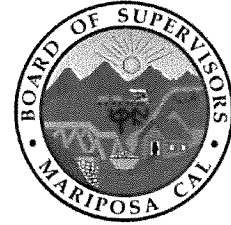




MARIPOSA COUNTY

Public Works · 209 966 5356



RESOLUTION - ACTION REQUESTED 2019-133

MEETING: March 12, 2019

TO: The Board of Supervisors

FROM: Mike Healy, Public Works Director

RE: Approve Allocating One FT Account Clerk I/II Position in the Solid Waste Fund

RECOMMENDATION AND JUSTIFICATION:

Approve allocating one full-time Account Clerk I/II position in the Solid Waste budget in the Public Works Department with an effective hiring date of April 1, 2019.

Currently, the Solid Waste Division's fiscal accounting needs are provided by an extra-help position. After three years of this arrangement, it has been determined that the fiscal and accounting requirements of the division are more than what one extra-help staff member with 999 hours can administer. In addition, the Solid Waste & Recycling Manager would utilize the administrative extra bench strength this position adds for customer service and break-time relief at the landfill scale house. The latter alleviates the need to pull a Maintenance Worker off the hill or off the recycling line for such coverage as is currently being done. It is, therefore, requested the Board allocate one full-time Account Clerk I/II to the Solid Waste Budget.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Resolution 2018-638 authorized a similar request in the Fleet Maintenance budget.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Continue to operate as is, while the Solid Waste Manager, supervisor and Maintenance Workers fill-in the gaps between the full-time requirements of the position (2,080 hours) and the part-time hours the extra-help position provides (999 hours).

FINANCIAL IMPACT:

While the addition of this full time position will add personnel costs to the Solid Waste Fund (601), the advantages of having a full time employee will add to the ability to complete data and financial information in a more timely and accurate fashion. The vast majority of the funding for this position will be made up by the deletion of the Extra Help position currently in use.

ATTACHMENTS:

Account Clerk I-II (PDF)

Budget Action Form - Account Clerk (PDF)

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RESULT: ADOPTED [UNANIMOUS]

MOVER: Kevin Cann, District IV Supervisor

SECONDER: Merlin Jones, District II Supervisor

AYES: Smallcombe, Jones, Long, Cann, Menetrey

