

**DEPARTMENT:** Public Works/Solid Waste & Recycling

**BY:** Dana Hertfelder  
**PHONE:** 966-5356

07-40

**RECOMMENDED ACTION AND JUSTIFICATION:**

Authorize an additional 350 hours each (beyond the 999 hour limit) for two Maintenance Worker I Extra Help staff working in the Solid Waste division.

The Solid Waste & Recycling Division start up staffing included four Maintenance Worker I Extra Help positions. We have been evaluating staffing needs during phase one of the compost facility start up (6 months) to determine the need for converting Extra Help Positions to permanent full time positions for Landfill, Compost Facility & Recycling Center operations. The evaluation included review of consultant recommendations for minimum staffing in addition to our firsthand experience processing material through the various steps of the composting process. We believe the need exists to convert at least two of the Extra Help positions to permanent full time positions and will be coming to the Board with this request soon. In the meantime it seems far more efficient to continue using the existing Extra Help staff we have that are fully trained and familiar with our operations than to let them go and start over with new employees. Since two of these Extra Help staff have reached the 999 hour limit of their contracts, we are requesting authority to extend those contracts by 350 hours each. This will allow them to work for roughly two more months on a full time basis. We currently have enough funding appropriated in the Extra Help line item of the budget to cover the cost of these additional hours.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board authorized the allocation of six permanent Maintenance Worker I/II positions for the landfill, recycling and compost facility operations on December 20, 2005, Res. No. 05-609.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Do not approve the requested action and direct us to hire new Extra Help staff members.

Financial Impact? ( X ) Yes ( ) No	Current FY Cost: \$8,264	Annual Recurring Cost: \$ -0-
Budgeted In Current FY? ( X ) Yes ( ) No ( ) Partially Funded		
Amount in Budget: \$ 78,800		List Attachments, number pages consecutively
Additional Funding Needed: \$ -0-		
Source:		<u>pers letter</u>
Internal Transfer _____		
Unanticipated Revenue _____ 4/5's vote		
Transfer Between Funds _____ 4/5's vote		
Contingency _____ 4/5's vote		
( ) General ( ) Other		

**CLERK'S USE ONLY:**

Res. No.: 07-40 Ord. No. \_\_\_\_\_

Vote - Ayes: 5 Noes: \_\_\_\_\_

Absent: \_\_\_\_\_

*MW* Approved  
( ) Minute Order Attached ( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: \_\_\_\_\_

Attest: MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California

By: \_\_\_\_\_

**COUNTY ADMINISTRATIVE OFFICER:**

Requested Action Recommended

No Opinion

Comments:

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CAO: *JB* Deputy