

DEPARTMENT: Public Works Department

BY : Dana S. Hertfelder

PHONE: 966-5356

**RECOMMENDED ACTION AND JUSTIFICATION:**

Staff recommends that the Board authorize the Public Works Director to extend two extra help contracts by 250 hours each in order to meet the staffing requirements for the landfill and transfer station operations for the remainder of this fiscal year until the permanent gate attendants hiring process and training is completed.

Both contracts, one for Jack Dwyer and the other for Joshua Oliver, are for gate attendant duties. The take over of the landfill required staffing for the gate, thus impacting the extra help contract hours. County policy requires Board action to extend the contracts.

The Board authorized hiring of two permanent gate attendant positions. The Permanent gate attendant hiring process is underway and the positions have been offered to two candidates. The permanent positions are designed to ameliorate the necessity for extra help contract extensions in the future, as well as to have County personnel in control of the financial transactions at the gates. However, the timing with the landfill take over in conjunction with the required timeframes to meet personnel hiring policy resulted in emergency hire and use of existing extra help personnel for more hours than anticipated. Therefore, the necessity to extend the hours has resulted.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board approved the Budget Allocation for new positions in the 2004-2005 Solid Waste Budget, and the allocation of the positions to hire in January 2005. The Board also authorized the Public Works Director to take over the landfill and declared emergency findings to take the steps necessary to insure smooth transition of the take over.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Negative action would result in staffing that is not sufficient for providing the necessary services for the landfill and transfer stations.

Financial Impact? ( X ) Yes ( ) No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? ( X ) Yes ( ) No ( ) Partially Funded		
Amount in Budget:		List Attachments, number pages consecutively
Additional Funding Needed: \$		
Source:		
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:**

**COUNTY ADMINISTRATIVE OFFICER:**

Res. No.: 05-94 Ord. No. \_\_\_\_\_

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

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

Approved \_\_\_\_\_

( ) Minute Order Attached ( ) No Action Necessary

Requested Action Recommended

No Opinion

Comments: \_\_\_\_\_

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: \_\_\_\_\_ Deputy

CAO: RSH