

LATE-FILE

REFERRED TO: ED&P LEGISLATIVE COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -19 RECLASSIFY POSITION AND AUTHORIZE
APPOINTMENT TO DEPUTY DIRECTOR
ECONOMIC DEVELOPMENT AND
PLANNING
ECONOMIC DEVELOPMENT & PLANNING

WHEREAS: Per resolution No. 208-14 Teresa Saraceno was appointed Deputy Director of Economic Development; and

WHEREAS: Ms. Saraceno will retire effective April 27, 2019; and

WHEREAS: The Director of Economic Development and Planning would like to restructure the Department to reclassify the Deputy Director of Economic Development to Deputy Director of Economic Development and Planning; and

WHEREAS: A job description and salary range must be established for the newly created Deputy Director of Economic Development and Planning; and

WHEREAS: The Director of Economic Development and Planning would like to promote an employee into the Deputy Director position; and

WHEREAS: The 2019 budget has sufficient funds to cover the increase in salary upon promotion; therefore be it

RESOLVED: That the Non-Union salary range for the Deputy Director of Economic Development and Planning is set at \$52,593 – 62,593; and be it further

RESOLVED: That Brittany Woodburn, who is eligible and willing to accept provisional appointment to the Deputy Director of Economic Development and Planning position, is authorized an annual salary of \$54,943 effective April 29, 2019; and be it further

RESOLVED: That the Economic Development Specialist position vacated by Woodburn shall become an unfunded vacancy effective April 29, 2019.

REFERRED TO: ED&P LEGISLATIVE COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -19 CREATE PART TIME POSITION AND
AUTHORIZE APPOINTMENT OF LAND BANK
DIRECTOR
ECONOMIC DEVELOPMENT & PLANNING

WHEREAS: Teresa Saraceno is currently employed as the full-time Deputy Director of Economic Development; and

WHEREAS: Ms. Saraceno will retire effective April 27, 2019; and

WHEREAS: Per Resolution No. 265-16, the Tioga County Legislature authorized application to the NYS Urban Development Corporation to establish the Tioga County Property Development Corporation (TCPDC), a New York Land Bank; and

WHEREAS: Tioga County has an executed Administrative Services Agreement with the TCPDC; and

WHEREAS: Ms. Saraceno has expressed an interest in working part-time as the Land Bank Director; and

WHEREAS: The Personnel Officer has reviewed the job duties, developed a job description and determined the salary range for the newly created Land Bank Director; therefore be it

RESOLVED: That one part-time (17 hours/week) position of Land Bank Director (Non-Union salary range \$28,675-\$29,250) be created effective April 29, 2019; and be it further

RESOLVED: That the Director of Economic Development and Planning is hereby authorized to provisionally appoint Teresa Saraceno the Land Bank Director at an annual non-union salary of \$29,250 in recognition of her years of service with Tioga County, effective on or after April 30, 2019, and consistent with payroll procedures; and be it further

RESOLVED: That the Economic Development and Planning Department's 2019 authorized headcount shall be adjusted to 7 full-time and 1 part-time.