

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20030380

1. REQUESTED MOTION:

ACTION REQUESTED: Authorize the Solid Waste Division to add two full time positions. One position is for operations and maintenance at the Lee/Hendry Landfill. The other position is for the WTE scale-house and customer service support. Approve transfer of funds from reserves in the amount of \$65,000 to fund remaining portion of FY 02-03 budget.

WHY ACTION IS NECESSARY: Board approval required for new positions.

WHAT ACTION ACCOMPLISHES: Provides the Solid Waste Division with personnel necessary to meet the expanding services provided by the Solid Waste Division.

2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT #: CW

C8A

3. MEETING DATE:
04/22/2003

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

5. REQUIREMENT/PURPOSE:
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE 3-6
- OTHER

6. REQUESTOR OF INFORMATION:

Lindsey J. Sampson
A. COMMISSIONER
B. DEPARTMENT Public Works
C. DIVISION Solid Waste
BY: Lindsey Sampson, Director

Lindsey J. Sampson

7. BACKGROUND:

An additional clerical position is needed for the customer service section and scale-house operation of the Solid Waste Division. The Division has seen an increase in phone calls and RFA's (requests for action). This new position will also operate the waste to energy scale house which will see an increase (averaging eighty trucks per day) due to the Division assuming yard waste processing operations from the City of Fort Myers in July 2003.

An additional position is needed at the Lee/Hendry landfill due to expanded responsibilities such as leachate treatment. This position will also serve as primary back up for the operations at the two Hendry County transfer stations.

Upon transfer from reserves, funds will be available in Account Numbers:

OB5341040100.501210 (Solid Waste – Landfill – Solid Waste System Ops – Salaries Full Time)	\$19,000
OB5341040100.506430 (Solid Waste – Landfill – Solid Waste System Ops – Vehicle & Rolling Stock)	\$25,000
OB5340440100.501210 (Solid Waste – Operations – Solid Waste System Ops – Salaries Full Time)	\$16,000
OB5340440100.505280 (Solid Waste – Operations – Solid Waste System Ops – Minor Equipment)	\$ 5,000

The anticipated positions are as follows, but the Division may revise the actual position titles and pay grades prior to advertisement.

- One, Office Assistant
- One, Trades-worker, Apprentice

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services <i>Chm 4/9/03</i>				G County Manager
					OA	OM	Risk	GC	
<i>J. Hunk</i> 3-21-03		<i>George A. Wilfong</i> 4/4/03		<i>Lindsey J. Sampson</i> 4/4/03	<i>PM</i> 4/7/03	<i>4/8/03</i>	<i>08</i> 4/02/03	<i>15</i> 4-7-03	<i>J. Hunk</i> 3-31-03

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
 Date: *3/31/03*
 Time: *3:30 PM*
 Forwarded To:
Human Res.
3-31-03

4/1/03
9:45 am
 City Admin
4-1-03

4/1/03
 FORWARDED TO:
 COUNTY ADMIN.
10:15
3-31-03
 RECEIVED BY:
 COUNTY ADMIN.
PM

