



Legislation Text

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File #: ID-4825, Version: 1

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**Narrative of Resolution:**

Create the position of Confidential Secretary to the Planning Commissioner

**If Resolution requires expenditure of County Funds, provide the following information:**

**Amount to be authorized by Resolution:** \$7,510 increase in salary; covered by funds from vacancies

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**This Resolution was approved 7-2 with Luis Alvarez and Joseph Perrello opposed.**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO CREATE THE POSITION OF CONFIDENTIAL SECRETARY TO THE COMMISSIONER OF THE DIVISION OF PLANNING AND COMMUNITY DEVELOPMENT**

**WHEREAS**, by Resolution No. 77-22 the Sullivan County Legislature enacted Local Law No. 2 of 2022 to make various amendments to the Sullivan County Administrative Code to reorganize the structure of County government; and

**WHEREAS**, the Division of Planning and Community Development is amended in Section A7-8 of the Administrative Code, stating “The Commissioner shall appoint a confidential secretary within the office as may be appropriated by the County Legislature;” and

**WHEREAS**, the Commissioner requests the creation of a Confidential Secretary position (position number 3520), and

**WHEREAS**, upon the successful promotion of the current Administrative Specialist (position number 3471) to the newly created Confidential Secretary position, the Administrative Specialist position shall be abolished,

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Legislature hereby creates the position of Confidential Secretary to the Commissioner of the Division of Planning and Community Development with a salary set at \$52,000 and abolishes the Administrative Specialist (position number 3471); and

**BE IT FURTHER RESOLVED**, that the Commissioner to the Division has the authority to immediately fill the Confidential Secretary position, with the salary being retroactive to February 22, 2022.