



# COUNTY OF ERIE

**MARK C. POLONCARZ**  
COUNTY EXECUTIVE

June 19, 2017

Erie County Legislature  
92 Franklin Street, 4<sup>th</sup> Floor  
Buffalo, New York 14202

**Re: WNY Stormwater Coalition: Newly Designated Urbanized Area Project:  
Staffing Changes**

Dear Honorable Members:

Enclosed please find a memorandum and proposed resolution from the Department of Environment and Planning requesting the deletion of two positions for the above mentioned grant project and an upgrade for the current Junior Environmental Specialist (JG-7) working on the project to the position of Environmental Compliance Specialist (JG-9). The position is fully paid for with non-county funds.

Should your Honorable Body require further information, I encourage you to contact Deputy Commissioner Bonnie Lawrence at the Department of Environment and Planning. Thank you for your consideration on this matter.

Sincerely yours,

A handwritten signature in black ink that reads "Mark C. Poloncarz".

Mark C. Poloncarz, Esq.  
Erie County Executive

MCP/cw  
Enclosure

Cc: Thomas R. Hersey, Jr., Commissioner

# MEMORANDUM

**To:** Honorable Members of the Erie County Legislature  
**From:** Department of Environment and Planning  
**Re:** WNY Stormwater Coalition: Newly Designated Urbanized Area Project:  
Staffing Changes  
**Date:** June 19, 2017

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## **SUMMARY**

It is recommended that the Legislature approve the attached resolution prepared by the Department of Environment and Planning (DEP) authorizing the deletion of two positions for the above mentioned grant project and an upgrade for Kristen Guadagno, Junior Environmental Compliance Specialist (JG-7) to an Environmental Compliance Specialist (JG-9). The upgrade was approved by the Western New York Stormwater Coalition at their April 12, 2017 meeting and the granting agency, New York State Department of Environmental Conservation. There is no impact on the County budget.

## **FISCAL IMPLICATIONS**

100% of funding for this position will be paid through grant funds from the New York State Department of Environmental Conservation.

## **REASONS FOR RECOMMENDATION**

Ms. Guadagno has proven herself to be an outstanding employee in the DEP. She has demonstrated a solid work ethic and skillfully manages partners, stakeholders and the public in the course of her day-to-day responsibilities. Her work managing interns/field assistants is commendable. Because the existing Planner – Geographic Information Systems position (JG-11) on the project has been vacated, Ms. Guadagno will be taking on additional responsibilities on this project, namely the GIS mapping component of the work.

## **BACKGROUND INFORMATION**

In 2002, the Erie County Department of Environment and Planning initiated a regional strategy to assist local municipal governments in Erie and Niagara County in understanding and complying with the U.S. Environmental Protection Agency's Phase II stormwater regulations. This strategy included formation of the Western New York Stormwater Coalition (WNYSC), a group consisting of representatives from Erie County, Niagara County, several local and state government agencies, 44 regulated municipal entities and environmental consultants. For the past fifteen years, the members of the WNYSC have met on a regular basis to collaborate on a comprehensive stormwater management program that complies with State and Federal regulations. The WNYSC membership has been awarded numerous grants over the years to fund compliance activities. The WNY Stormwater Coalition: Newly Designated Urbanized Area Project is structured to assist the WNYSC membership with meeting requirements related to mapping their storm sewer conveyance systems.

Because the existing Planner – Geographic Information Systems position (JG-11) on the project has been vacated, Ms. Guadagno will be taking on additional responsibilities for this project, namely the GIS mapping component of the work. Ms. Guadagno has worked on the project since

October 2015. The WNYSC unanimously approved her upgrade from Junior Environmental Compliance Specialist (JG-7) to an Environmental Compliance Specialist (JG-9).

### **CONSEQUENCES OF NEGATIVE ACTION**

Without the requested upgrade, the work required to finish the project will exceed Ms. Guadagno's entry-level pay grade.

### **STEPS FOLLOWING APPROVAL**

Ms. Guadagno will be provisionally promoted to Environmental Compliance Specialist (JG-9). She will need to pass a promotional exam in order to become permanent in the position.

A RESOLUTION SUBMITTED BY:  
DEPARTMENT OF ENVIRONMENT AND PLANNING

RE: WNY Stormwater Coalition: Newly Designated Urbanized Area Project: Staffing Changes

WHEREAS, the Erie County Department of Environment and Planning (DEP) provides technical assistance to municipalities to assist them in complying with environmental regulations; and

WHEREAS, the State of New York, through its Department of Environmental Conservation, provides financial aid for stormwater compliance assistance projects of which Erie County was granted \$417,228 to commence the WNY Stormwater Coalition (WNYSC): Newly Designated Urbanized Area Project; and

WHEREAS, the Planner – Geographic Information Systems position (JG-11) on the project was recently vacated and will be deleted from the grant; and

WHEREAS, the WNYSC unanimously voted at its April 12, 2017 meeting to approve the promotion of the Junior Environmental Compliance Specialist (JG-7) grant funded position to an Environmental Compliance Specialist (JG-9) due to an increase in responsibilities; and

WHEREAS, the Environmental Compliance Specialist (JG-9) promotion will not impact the county budget as it will be paid for by grant funding from the New York State Department of Environmental Conservation grant entitled, “WNYSC: Newly Designated Urbanized Area Project” – grant 162WNYSCNDUAP1518.

NOW, THEREFORE, BE IT

RESOLVED, that the following adjustments be made to the positions in grant 162WNYSCNDUAP1518, for which sufficient New York State Department of Environmental Conservation grant funding for personal services and fringe benefits exists:

B-100 No. 9431:

Add: Environmental Compliance Specialist (JG-9) position  
Budgeted Annual Salary: \$42,400

Delete: Junior Environmental Compliance Specialist (JG-7)  
Budgeted Annual Salary: \$36,502

Delete: Planner – Geographic Information Systems (JG 11)  
Budgeted Annual Salary: \$58,594

;and be it further

RESOLVED, that the current Junior Environmental Compliance Specialist will be provisionally promoted to the position of Environmental Compliance Specialist (JG-9); and be it further

RESOLVED, that the Director of the Division of Budget and Management is hereby authorized to implement any budget amendments as required to comply with federal, state and other local source funding requirements; and be it further

RESOLVED, that certified copies of this resolution be sent to the County Executive's Office; the Comptroller's Office; the Director of the Division of Budget and Management; the County Attorney; Thomas R. Hersey, Jr., Commissioner of the Department of Environment and Planning; and Bonnie Lawrence, Deputy Commissioner of the Division of Environmental Compliance Services.