



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

May 12, 2022

To: Jerome D. Schad, Chair
Peggy A. LaGree, Vice Chair
Michele M. Iannello, Treasurer

From: Terrence D. McCracken, Secretary to the Authority

Subject: Increase in Hourly Rate for Seasonal Employees

Over the summer months the Authority employs seasonal employees to perform duties that the staff is not able to complete during the year such as meter reading, hydrant painting, etc. Although, due to Covid, the Authority has not hired any seasonal employees in the past two (2) years.

Due to Covid and lack of help, companies everywhere are raising their employee's hourly rate. The Authority's current hourly rate for seasonal employees is 12.00/hour for new seasonal employees and \$12.50/hour for returning seasonal employees. Since the Authority last raised its hourly rate for seasonal employees was in 2016 and due to competitive salaries, I recommend the Authority raise the hourly rate for seasonal employees to \$18.00/hr.

There is a resolution on the agenda to approve the increase. Each seasonal is budgeted by units in line 02.

TDM/tg

ERIE COUNTY WATER AUTHORITY
AUTHORIZATION FORM
For Approval/Execution of Documents
(check which apply)

Contract:

Project No.:

Project Description: Increase in Seasonal Hourly Rate

Item Description:

- | | | | |
|---|--|---|---------------------------------------|
| <input type="checkbox"/> Agreement | <input type="checkbox"/> Professional Service Contract | <input type="checkbox"/> Amendment | <input type="checkbox"/> Change Order |
| <input type="checkbox"/> BCD | <input type="checkbox"/> NYSDOT Agreement | <input type="checkbox"/> Contract Documents | <input type="checkbox"/> Addendum |
| <input type="checkbox"/> Recommendation for Award of Contract | <input type="checkbox"/> Recommendation to Reject Bids | | |
| <input type="checkbox"/> Request for Proposals | | | |
| <input checked="" type="checkbox"/> Other <u>Increase in Seasonal Hourly Rate</u> | | | |

Action Requested:

- | | |
|---|--|
| <input type="checkbox"/> Board Authorization to Execute | <input type="checkbox"/> Legal Approval |
| <input type="checkbox"/> Board Authorization to Award | <input type="checkbox"/> Execution by the Chairman |
| <input type="checkbox"/> Board Authorization to Advertise for Bids | <input type="checkbox"/> Execution by the Secretary to the Authority |
| <input type="checkbox"/> Board Authorization to Solicit Request for Proposals | |
| <input type="checkbox"/> Other <u>Increase in Seasonal Hourly Rate</u> | |

Approvals Needed:

APPROVED AS TO CONTENT:

- | | | |
|---|----------------------------------|-------------------------|
| <input type="checkbox"/> Other (if Applicable) | _____ | Date: _____ |
| <input checked="" type="checkbox"/> Chief Operating Officer | <u><i>Russell J. Felt</i></u> | Date: <u>5/12/22</u> |
| <input type="checkbox"/> Executive Engineer | _____ | Date: _____ |
| <input type="checkbox"/> Director of Administration | _____ | Date: _____ |
| <input type="checkbox"/> Risk Manager | _____ | Date: _____ |
| <input checked="" type="checkbox"/> Chief Financial Officer | <u><i>Karen A. Bendugast</i></u> | Date: <u>05/12/2022</u> |
| <input type="checkbox"/> Legal | _____ | Date: _____ |

APPROVED FOR BOARD RESOLUTION:

- | | | |
|--|------------------|----------------------|
| <input checked="" type="checkbox"/> Secretary to the Authority | <u><i>TJ</i></u> | Date: <u>5/12/22</u> |
|--|------------------|----------------------|

Remarks: _____

Resolution Date: _____

Item No: _____