

## TOWN OF WEST SENECA



Approved by 4-0 vote at Sept 7<sup>th</sup> IAC Meeting

Chairman William Bauer  
Secretary Jeffrey Piekarec  
Member Robin Stolinski  
Member Elena Osmani

Jeffrey Piekarec  
Town Councilman and Internal Audit Committee (IAC) Secretary

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Dear Town Supervisor and Town Board,

Over the past several months, the Internal Audit Committee (IAC) has been reviewing and analyzing our sanitation department, invoices, procedures, and operations.

There are currently 16-full time employees in the town sanitation department. Part-time employees are used to supplement full time employees as necessary. The number of part-time employees used each day varies due to vacation, injury, illness or if full time sanitation employees are needed to temporarily help in highway department. The sanitation department operates on about a \$2 million dollar budget and is supervised by a general crew chief (who is listed under the highway fund budget). The general crew chief reports to the highway superintendent. All the full-time sanitation employees are scheduled and paid from 7AM- 3:30PM Monday-Friday regardless of when they complete their assigned route and go home for the day. Part time employees are paid for the actual time that they work. This change for the part time employees was implemented in the spring of 2020 by the town board.

When running a 6-truck route system consisting of 18 employees with 3 on each truck, the employees will complete their assigned route, unload at the transfer station, return to the garage to punch out on average at 12:09PM. During slower points of the year, when shorthanded, or when more staff is temporarily needed to help on highway projects, the sanitation department will operate with a 5-truck route system consisting of 15 employees with 3 on each truck. When running a 5-truck route system, the trucks will complete their route, unload at the transfer station, and return to the garage to punch out at 12:37PM on average.

The IAC recommends that the town supervisor and town board, choose to effectively cut the number of daily sanitation routes from 6 to 5 by decreasing the number of full-time positions in the sanitation department from 16 to 13 employees as part of approving the 2022 town budget. Our sanitation department has used

both 6 and 5-truck routes for many years, adjusting for new streets and staffing changes. Since the employees are scheduled and paid until 3:30. The IAC Concludes that the town has more employees than are necessary to complete the task of picking up garbage on daily basis in West Seneca.

We recognize that our current sanitation department employees do work hard and believe that this decrease in staffing can and should be achieved through attrition, not layoffs. This is achievable as several sanitation positions become vacant when employees are promoted to highway each year. This adjustment would save \$128,767.59 (3 full time laborers at a starting salary of \$42,922.53 each) in sanitation department costs. It would also save between \$28,251-\$79,450.20 depending on whether the employee has a single or family health plan in benefit costs to the town.

It is important to note that under this change, all town residents would continue to see their garbage picked up on the same day of the week that they always have. Bulk pickup would not be affected by this change since the highway department handles that task. This adjustment which is permitted under the terms of the towns collective bargaining agreement, would allow the town to maintain our great sanitation services, while operating them in a more cost-effective manner.

Sincerely,

*Jeffrey Picharec*

Town Councilman and Internal Audit Committee (IAC) Secretary