

TOWN OF WEST SENECA



JOHN A. GULLO
CODE ENFORCEMENT OFFICER,
CFEI, CHS-IV, CDP-1

TOWN SUPERVISOR
SHEILA M. MEEGAN
TOWN COUNCIL
EUGENE P. HART
WILLIAM P. HANLEY, JR.

TO: Honorable Town Board
FROM: John A. Gullo
Code Enforcement Officer
DATE: May 7, 2015
RE: Change of Title

Please terminate Doug Busse as Laborer and appoint him as provisional Housing Inspector, Group 7, Step 1, effective May 11, 2015.

At present, Mr. Busse's duties are that of a Housing Inspector and include the following:

1. property maintenance inspections
2. responsible for land banking program
3. directs and coordinates the high grass complaints
4. enforces the sidewalk ordinances
5. enforces the off-site advertising sign ordinance
6. posts and tracks vacant buildings.

Overall, Doug Busse is trained and fully certified. He has worked in the Code Enforcement Office close to two years and brings his knowledge and energy to our department. This position requires good communication skills and follow-through – in which he excels. There is adequate funding in our 2015 budget. Please authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

If you have any questions, please contact our office.

Sincerely,

John A. Gullo
Code Enforcement Officer

MAY 11 2015

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