

## TOWN OF WEST SENECA



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

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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 is supervised by a general crew chief (who is listed under the highway fund budget) and 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 (as a part of their collective bargaining agreement). 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 workload on an average day can be completed with 5 trucks without incurring any overtime. Our sanitation department has used and both 6 and 5-truck routes for many years, adjusting for new streets, manpower fluctuations and staffing changes.

As an advisory board, the IAC requests that the Town Supervisor and Highway Superintendent investigate, review, and take this information into consideration as

a part of negotiating and approving the 2022 and future town budgets as they relate to the Sanitation Department.

We recognize that our current sanitation department employees do work hard under the most undesirable conditions, and we appreciate their dedicated service that they give to the Town of West Seneca and its' residents.

Sincerely,

*William Bauer*

Internal Audit Committee (IAC) Chair