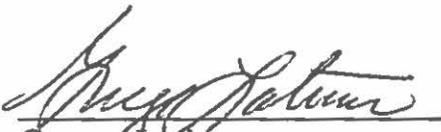


George Latimer
County Executive

WHEREAS, a vacancy exists in the membership of the Westchester County Refuse Disposal District No. 1 Advisory Board, due to the expiration of term of Michael Gunther:

NOW, THEREFORE, I, George Latimer, County Executive of Westchester County, in accordance with the terms and provisions of the Westchester County Charter, appoint Stefania A. Mignone, 250 Pondfield Road West, Bronxville, New York as a member of the Westchester County Refuse Disposal District No. 1 Advisory Board, for the term January 1, 2023 to December 31, 2025.

Given under my hand
and seal this 1st day
of January, 2023.


George Latimer
County Executive



George Latimer
County Executive

December 14, 2022

Stefania A. Mignone
250 Pondfield Road West
Bronxville, NY 10708

Dear Mr. Mignone,

It is my pleasure to appoint you to serve as a member the Westchester County Refuse Disposal District No. 1 Advisory Board, effective January 1, 2023. This appointment is for a term to expire on December 31, 2025.

Your appointment is subject to confirmation by the Westchester County Board of Legislators, but your service begins immediately. You must complete the attached Oath of Office within 30 days, either by appearing at the County Clerk's office or mailing the signed and notarized form to our office.

When you have filed your Oath of Office, a Resolution to confirm your appointment will be submitted to the County Board of Legislators. As part of the confirmation process, you may be called before the Board to be interviewed. Please contact the Department of Environmental Facilities at (914) 813-5445 for the date, place, and time of the Refuse Disposal District No. 1 Advisory Board's upcoming meeting for your participation.

Pursuant to Local Law, as a member of a Westchester County Board and/or Commission, you are responsible for adhering to the requirements of our Code of Ethics.

Warmest wishes for a successful tenure.

Very Truly Yours,

George Latimer
Westchester County Executive

GL/ts

cc: **Honorable Board of Legislators**
Vincent Kopicki, P.E. Commissioner, Dept. of Environmental Facilities
Joan McDonald, Director of Operations

Office of the County Executive

Michaelian Office Building
148 Martine Avenue
White Plains, New York 10601

Email: ce@westchestergov.com
Telephone: (914)995-2900

westchestergov.com

Stefania A. Mignone

250 Pondfield Road West, Bronxville, NY 10708

Telephone (646) 294-4689

Email: smignone@whiteplainsny.gov

EDUCATION: Bachelor of Science in Civil Engineering, Union College, 2003

PROFILE SUMMARY: Professional Administrator having more than 15 years of extensive experience in the Public Works field. Highly equipped in directing all phases of Public Works activities including road maintenance and construction, the direction of engineering support, building and facility maintenance, vehicle and equipment maintenance, and coordination of sustainability efforts. Possesses strong expertise in the planning of capital improvement programs for municipal facilities and other infrastructure systems. Strategic leader with a proven track record of building and leading effective teams. Able to manage staff and coordinate daily activities and possesses strong interpersonal and communication skills.

WORK

EXPERIENCE:

City of White Plains Department of Public Works, White Plains, New York

Commissioner

April 2022-Present

- Responsible for overseeing the daily operations of the Department of Public Works, approximately 240 employees.
- Plan and develop capital improvement projects by working with all city departments and consultants. Plan, organize, and evaluate the work of contractors performing construction of capital improvement projects while ensuring they perform the task within budget and contracted completion date.
- Strategic planning for storm events.
- Works with developers/owners during construction.
- Provide leadership and direction regarding departmental projects and policies to superintendents in keeping with the City's goals and objectives.
- Administer union contracts, including addressing grievances, serving disciplinary charges, and enforcing departmental standard operating procedures including City policies and safety rules and regulations. Involved in the interview and the hiring of all hourly and full-time employees, along with all promotions within the department.
- Involved in the preparation and monitoring of the annual department budget, approximately \$30 million. Approves department requisitions.
- Logistical planning of city events with other departments and the White Plains Business Improvement District.
- Coordinates shared services with school district.

Noted Accomplishments:

- Planning Achievement Award for Library Plaza, Westchester Municipal Planning Federation, 2021
- Spearheaded the design and construction administration of Library Plaza Improvements Capital Project, 2019
- Oversaw the conversion of approximately 5,000 streetlights to LED, providing a significant cost savings to the city, 2017.
- Honoree, White Plains Beautification Foundation, 2017
- Tree City USA Accreditation, annually

City of White Plains Department of Public Works, White Plains, New York

Deputy Commissioner

November 2015-Present

- Responsible for overseeing the daily operations of Highway and Grounds, Sanitation, Garage and Shop, Building Facilities, safety personnel and Public Works Code Enforcement, approximately 190 employees.
- Plan and develop capital improvement projects by working with all city departments and consultants. Plan, organize, and evaluate the work of contractors performing construction of capital improvement projects while ensuring they perform the task within budget and contracted completion date.
- Strategic planning for storm events.
- Works with developers/owners during construction.
- Provide leadership and direction regarding departmental projects and policies to superintendents in keeping with the City's goals and objective.

- Administer union contracts, including addressing grievances, serving disciplinary charges, and enforcing departmental standard operating procedures including City policies and safety rules and regulations. Involved in the interview and the hiring of all hourly and full-time employees, along with all promotions within the department.
- Implementation of new procedures for staff during the pandemic that both kept staff safe and maintained level of city services for the residents and businesses.
- Involved in the preparation and monitoring of annual department budget, approximately \$30 million. Approves department requisitions.
- Formed strong relationships with city neighborhood associations which has helped the department get ahead of potential issues and hazards.
- Logistical planning of city events with other departments and the White Plains Business Improvement District.
- Partners with White Plains Beautification Foundation on projects throughout the city, such as the daffodil program and adopt a park.
- Coordinates shared services with school district.
- Allocation of resources to provide a variety of services throughout the year without additional equipment and manpower costs.
- Initiated work order tracking program that allows the department to streamline tasks and work request.

City of White Plains Department of Public Works, White Plains, New York

Engineer II

August 2015–November 2015

Engineer I

September 2006–August 2015

- Utilized AutoCad to prepare standard construction details and cross-section maps and prepared construction drawings
- Oversaw and inspected construction and capital improvement projects for compliance with project specifications.
- Participated in the design and cost estimate of water mains, sewers, road reconstruction, storm drains, retaining walls, and small building projects.
- Reviewed backflow device submissions
- Tested city backflow devices annually
- Reviewed plans from developers/owners.
- Reviewed and approved change orders to contracts as well as approved payments to contractor.
- Prepared specifications and drawings for public bid.
- Prepared budget for projects.
- Participated in snow removal with Highway and Grounds Bureau

Westchester County Department of Health, New Rochelle, New York

Assistant Engineer

April 2005–August 2006

- Responsible for the assessment and evaluation of public water supply systems.
- Oversaw sanitary survey to certify that adequate and safe drinking water was supplied to the various communities throughout Westchester County.
- Responsible for the assessment and evaluation of the design of public swimming pools. Performed site inspections to certify that construction of swimming pools was in accordance with the approved design and followed New York State and Westchester County Sanitary Codes
- Reviewed submittals to the WCDOH including backflow prevention devices, water main, and sewer main designs.

Lawless and Mangione, Yonkers, New York

Project Engineer

September 2003 –April 2005

- Planned, designed, and provided construction administration of various sized projects, such as building façade repair, waterproofing, roof replacement, parapet wall repair, and window and terrace replacements.
- Detail oriented in compiling field notes during routine construction inspections.
- Prepared working drawings and construction documents for competitive bid.
- Reviewed and evaluated bids.
- Inspected and supervised the inspection of construction projects while in progress and upon completion for adherence to plans and specifications; advised contractors on the interpretation of plans and specifications; approved minor design changes during construction; involved in contractors' requests for payment

References: *Available upon request.*

