

TO: MAYOR AND CITY COUNCIL
FROM: JED PETERSEN, PUBLIC WORKS DIRECTOR
SUBJECT: MAINTENANCE OPERATOR II APPROVAL
MEETING DATE: TUESDAY, AUGUST 15, 2023

BACKGROUND

The Hiring Committee held interviews for the Public Works Maintenance Operator II position. The committee selected Jason Helgren for the position. Jason has a class A CDL with tanker endorsement and is experienced in plowing snow and operating heavy and light equipment.

Mr. Helgren has accepted the position at Grade 8, Step 5 on the July 1, 2023 pay scale, moving to Grade 4, Step 6 on the **new** 2024 pay scale. In six months of acceptable review, he will receive a step increase to Grade 4, Step 7. He will also receive all other benefits that a Maintenance Operator II receives.

STAFF RECOMMENDATION

Please approve Jason Helgren for the Maintenance Operator II position starting at Grade 8, Step 5 on the July 1, 2023 pay scale, moving to Grade 4, Step 6 on the **new** 2024 pay scale, and all other benefits of a Maintenance Operator II. After 6 months of acceptable review move to Grade 4, Step 7.

REQUESTED COUNCIL ACTION

Please make a motion to approve Jason Helgren for the Maintenance Operator II position starting on Grade 8, Step 5 on the July 1, 2023 pay scale, moving to Grade 4, Step 6 on the **new** 2024 pay scale, and all other benefits of a Maintenance Operator II. After 6 months of acceptable review move to Grade 4, Step 7.