



## **Town of Yorktown**

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The following 2 items go together. First as you all are aware we have had some retirements in the Field Operations and Water departments, along with preparing for more related to the operation of the water department specifically. IDEM before providing water operator and water treatment license require that an employee spend at least 1 year working in the water system and obtain a passing grade on a certification exam. For those reasons I am making the following recommendations related to personnel in the water department and street department.

Move Mike Cantanzarite and Jamie Mixell to the Water Department. Mike has been working in the department for the last few months and Jamie when coming to the street department last year indicated a desire to move into the water department. Due to the pay structure I am making a change to the Water Department for non-licensed operators so that they maintain their pay schedule in the Salary Ordinance.

Move Kris Thornburg from the Marshal's department to the Street Department. Kris will move his vacation status and move to the 8+ years of pay line item for field operations employees (a reduction from his current salary as precedent with the move by Jamie Mixell last year). I've talked with Marshal St John and he is supportive of the move and will begin searching for a new officer candidate.

Hire Nick Slaven and Chad Day to the remaining positions in the field operations. Nick and Chad were selected after reviewing and interviewing a number of candidates. I am also making an adjustment to the beginning salary as one of the desires was to bring individuals with CDL's on to the staff due to the use of larger trucks for snow plowing and other operational aspects.

All new hires will begin Jan 3<sup>rd</sup>, 2017.

In addition to the hiring and wage adjustments with the personnel moves I've made a change to utility and field operations pay scale of 2%. I'm also recommending a change to the mechanic line item, Fred Lay continue to be a valuable asset in engine and vehicle repair. His knowledge and abilities have exceeded my expectations and he is able to repair most equipment without taking the vehicles to a mechanic shop.