



Wednesday, May 9th, 2018
Personnel Committee Meeting
Grafton Parks & Recreation Board Room
715 West 5th Street
4:15 p.m.

Minutes:

- I. Call to Order by Ryer Stark at 4:15pm
 - A. Board Members Present: Brad Burianek, Scott Hills, Cory Burns, Todd Story, Ryer Stark
 - B. Staff Present: Bill Dahl, Matt Oppgard
 - C. Media Present: Amy Venn
- II. Ryer turned the meeting over to Bill Dahl. Bill explained that the meeting was called to inform the committee about Dean Feltman's resignation and to discuss advertising for the 2 open positions. Bill explained that the applicants that had been received for the Recreation Manager position have been mostly unqualified and all of the qualified applicants will not take the position for the rate set by the board. Bill explained that now with 2 positions open we need to discuss all of the full-time position pay scale. The committee discussed the open positions and the applications that had been previously received for the Recreation Manager position. Job descriptions were handed out to all of the committee members. Bill recommended that the start pay for the Facility Manager should be set for \$38,000-\$40,000. Bill explained that he was approached by a very good candidate for the Recreation Manager and when Bill explained the starting salary for the position the candidate replied that their family would not be able to relocate to Grafton for that low of a salary. The committee discussed what the city is doing for salaries and benefits. Scott explained the real cost of the salaries must include the cost of benefits. The committee discussed the cost of health care and NDPERS. The committee recommended that Matt come up with the total cost of the benefit package to present to the applicants. Each committee member came up with a range for Facility Manager, Recreation Manager, and Business Manager. The ranges were discussed by the committee. Todd made a motion to recommend new starting salary ranges to the Park Board as follows, Facility Manager \$36k-\$40k, Recreation Manager \$32k-\$36k, and Business Manager \$39k effective immediately. Cory seconded the motion. Motion passed all approved.
- III. New Business:
- IV. Public Comments: None
- V. Adjournment: Todd made a motion to adjourn the meeting. Cory seconded the motion. Motion passed all approved. Meeting adjourned at 5:13pm.