

11-30-17

Wage & Salary Commission

Present: Noreen Klink, Stephen Titus, Kay Campbell, Kathy Jahr

Absent: Lonnie Root

We continued our discussion for the job description for Zoning Administrator. That position currently pays \$45,000. We are looking at other townships that are comparable in size and value to see what that position pays. We discussed the possibility of a public safety officer, possibly a part time one, that could take this position. This would be a part time position. We will find out what the previous zoning administrator for Emmett Twp. was paid.

11-16-17

Wage & Salary Commission

Present: Noreen Klink, Stephen Titus, Kay Campbell, Kathy Jahr

Absent: Lonnie Root

We discussed the position of Zoning Administrator and the goal of getting her a raise. She works overtime and sometimes does work at home. It was discussed that the person holding the position of property appraise might be willing to help out with this. The position of Code Compliance is the area where help is needed since a lot of this requires out of the office time. This is pretty much a seasonal position. There is not much activity during the winter months. Other comparable townships will be looked at. She has only had one raise in the 3-4 years she has been an employee.

November 2, 2017

Wage & Salary Commission

Present: Kay Campbell, Stephen Titus, Kathy Jahr, Lonnie Root, Noreen Klink

We had planned to have our next presentation in November but after some discussion it was decided that it would be better to present the positions of zoning administrator and elections clerk at the December meeting. This will complete the employees in the administrative side of the township and this committee is only allowed to meet on the odd years. We will be requesting the time sheets for the elections clerk and taking a look at those in our next meeting. It was also discussed that instead of having the property appraiser help with the zoning compliance it would be better to have an officer from public safety help because sometimes there are issues with residents and a police officer would have a stronger influence.