

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #18-133**

**RESOLUTION TO HIRE A PART-TIME ECONOMIC DEVELOPMENT ADMINISTRATIVE ASSISTANT FILLING THE VACANT POSITION**

**WHEREAS**, there is a vacant part-time Economic Development Administrative Assistant position; and

**WHEREAS**, an internal and external recruitment process was conducted; and

**WHEREAS**, Ms. Monika Maxey has been selected as the top candidate for the position; and

**WHEREAS**, staff has completed the necessary background checks and is recommending that Ms. Monika Maxey be hired as a part-time Economic Development Administrative Assistant, effective on or near July 25, 2018 at \$20.76 per hour; and

**WHEREAS**, Ms. Monika Maxey will be subject to a 6-month probationary period, the City's Personnel Policy and AFSCME union contract.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

- 1) Motion to adopt resolution #18-133 to hire Ms. Monika Maxey as a part-time Economic Development Administrative Assistant, effective on or near July 25, 2018 at \$20.76 per hour, which is step 1 of the 2018 wage scale.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10<sup>th</sup> day of July, 2018.

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Mayor

**ATTEST:**

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City Clerk