

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-215

RESOLUTION TO FILL THE SOON TO BE VACANT FULL-TIME ACCOUNTING CLERK POSITION AND RECLASSIFY THE ACCOUNTANT II

WHEREAS, the Senior Accounting Clerk submitted a letter of resignation; and

WHEREAS, the Finance Director determined the Senior Accounting Clerk position will be reduced to an Accounting Clerk; and

WHEREAS, as a result of the aforementioned resignation, there is a full-time Accounting Clerk vacancy; and

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

WHEREAS, Ms. Tammy Oakes has been selected as the top candidate for the position; and

WHEREAS, staff has completed the necessary background checks and recommends that Ms. Tammy Oakes be hired as a full-time Accounting Clerk, effective on or near, August 23, 2021 at \$22.585 per hour; and

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

WHEREAS, staff recommends reclassifying the Accountant II to an Accountant III.

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 #21-215 to hire Ms. Tammy Oakes as a full-time Accounting Clerk, effective on or near August 23, 2021, at \$22.59 per hour which is step 1 of the 2021 Accounting Clerk wage scale and to reclassify Ms. Cindy Nelson from an Accountant II to an Accountant III, effective September 13, 2021 at \$39.51 per hour which is step 5 of the Accountant III 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 27th day of July 2021.

Mayor

ATTEST:

City Clerk