

RESOLUTION NO. 94584-1218

**A RESOLUTION APPROVING THE OFFICIAL PAY PLAN FOR NON-UNION EMPLOYEES OF
THE CITY OF MUSCATINE, IOWA EFFECTIVE
January 1, 2019.**

WHEREAS, the City Council of the City of Muscatine, Iowa adopts by resolution the official pay plan for non-union employees of the City, and;

WHEREAS, all revisions made to such plans must receive approval of the City Council;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MUSCATINE, IOWA, that the following revisions be approved and implemented as follows:

The non-union pay plan shall be revised to remove the position of Solid Waste Manager from pay grade 8.

The non-union pay plan shall be revised to add the position of Solid Waste and Sewer System Manager to pay grade 9.

PASSED, APPROVED, AND ADOPTED this 20th day of December, 2018.



Mayor Diana Broderson

ATTEST:



Gregg Mandsager, City Clerk





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Public Works

City Transit
263-8152

MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

To: Mayor and City Council Members
CC: Gregg Mandsager, City Administrator
FROM: Brian Stineman, Director of Public Works
DATE: December 10, 2018
RE: Public Works Department Reorganization

INTRODUCTION:

Due to the impending retirement of the Collection & Drainage Supervisor I am proposing to reorganize portions of the Public Works Department to utilize existing staff and attrition to eliminate some existing positions and create some new positions.

BACKGROUND:

The current Collection & Drainage Supervisor will be retiring on January 2, 2019. Rather than promote the "next man up" or hire from outside the organization, I propose to reorganize using existing staff and one new $\frac{3}{4}$ time hire. This proposal should allow us to maintain our current levels of service while creating an overall reduction in the budget.

The attachment details the action steps and budget costs for this proposal. Essentially what would happen is the current Solid Waste Manager would be promoted to Solid Waste & Sewer System Manager, and there would be an internal promotion to Collection & Drainage Lead Worker. In addition, the city would hire a Right of Way Inspector on a $\frac{3}{4}$ time basis during the construction season, or when necessary. The Solid Waste Clerk would be promoted to Office Coordinator to help with administrative paperwork and reporting for the division, and a $\frac{3}{4}$ time clerk would be hired to operate the Transfer Station scale on a daily basis.

These actions also help to set up further transitions in Public Works upon retirements in the Roadway Maintenance Division.

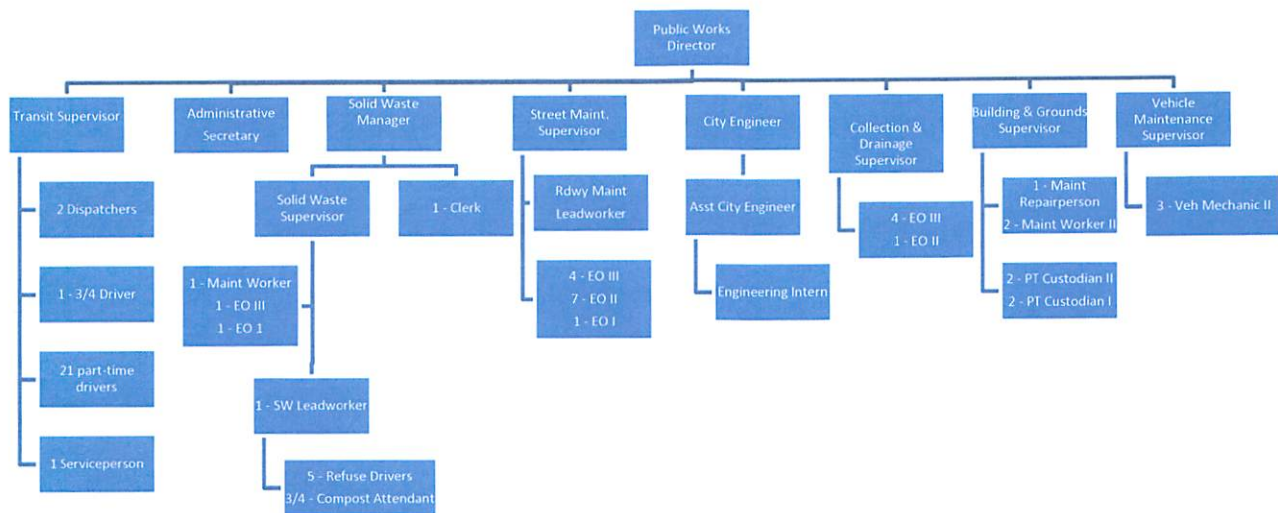
RECOMMENDATION/RATIONALE:

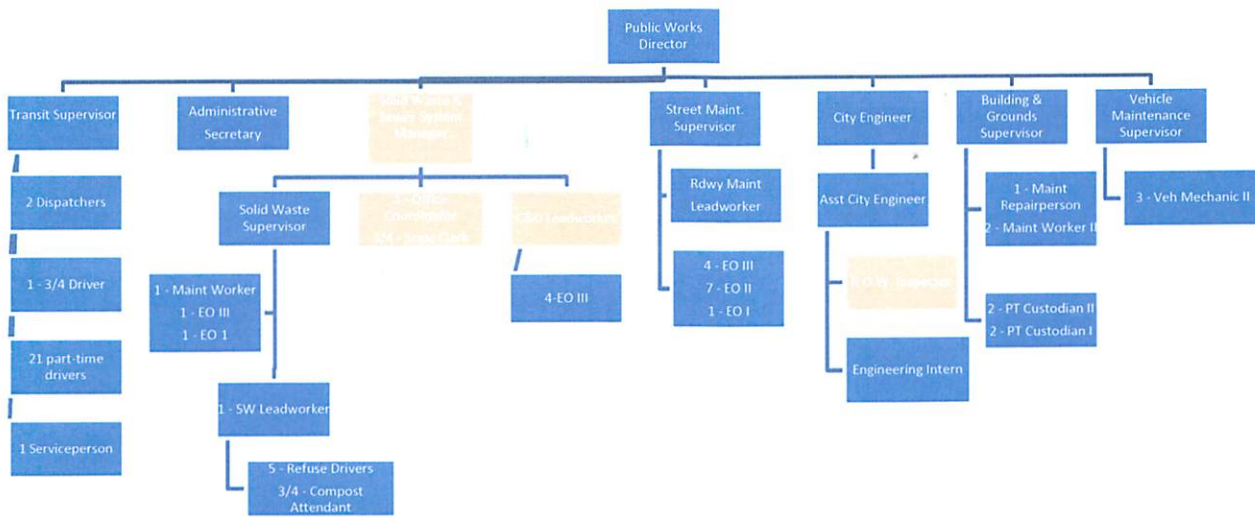
I recommend approving this reorganization plan.

BACKUP INFORMATION:

Organizational charts
Budget Estimates

"I remember Muscatine for its sunsets. I have never seen any on either side of the ocean that equaled them" — Mark Twain







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HUMAN RESOURCES

December 14, 2018

TO: Gregg Mandsager, City Administrator
FROM: Stephanie Romagnoli, Human Resources Manager
SUBJECT: Public Works Reorganization

Attached are the materials provided to the City Council at last week's in depth meeting, along with a resolution amending the pay plan to reflect the change from Solid Waste Manager to Solid Waste and Sewer System Manager.

At this time, approval from Council of the reorganization plan and the associated resolution is being requested.

If any other information is needed, please contact me.

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on either side of the ocean that equaled them" — Mark Twain**