



STAFF REPORT

DATE: March 7, 2017
CONSENT
ITEM #: 4

AGENDA ITEM: Hiring Accountant

SUBMITTED BY: Kristina Handt, City Administrator

BACKGROUND:

The City advertised for applications for the Accountant position from February 9-23. The week of February 27, staff interviewed applicants.

ISSUE BEFORE COUNCIL:

Should Amy LaBelle be hired as the Accountant at the terms described below?

PROPOSAL DETAILS/ANALYSIS:

Staff is recommending the Council hire Amy LaBelle as the Accountant. Staff is further recommending a starting wage of \$27.75/hour. Lastly, Ms. LaBelle would begin accruing PTO at the 5-year service level (6.5 hours bi-weekly) on her start date.

Ms. LaBelle has over 10 years of experience in the accounting department with St. Paul Park.

FISCAL IMPACT:

Cost of the position including taxes and benefits for the rest of 2017 is \$62,318.94. The Accountant's wage is split amongst four funds-storm water (10%), sewer (15%), general fund (25%) and water (50%).

OPTIONS:

- 1) Hire Amy LaBelle as the Accountant at the terms described above.
- 2) Offer the job to Ms. LaBelle under different terms
- 3) Offer position to another candidate
- 4) Re-advertise the position

RECOMMENDATION:

If removed from the consent agenda:

Motion to hire Amy LaBelle as the Accountant with a starting wage of \$27.75/hour and PTO accrual at the 5-year service rate.

ATTACHMENTS:

None