



STAFF REPORT

DATE: August 4th, 2020

CONSENT

AGENDA ITEM: Hiring Accountant

SUBMITTED BY: Jake Dickson, Assistant City Administrator

BACKGROUND:

The Accountant position has been vacant since 6/18/2020. The City advertised for applications for the Accountant position from June 17th to July 3rd and staff interviewed applicants on July 10th.

ISSUE BEFORE COUNCIL:

Should Michael Kuehn be hired as the Accountant at the terms described below?

PROPOSAL DETAILS/ANALYSIS:

Staff is recommending the Council hire Michael Kuehn as the Accountant contingent upon passing a background screening. Staff is further recommending a starting wage of \$28.35/hour. Kuehn's first day will be August 10th.

FISCAL IMPACT:

Cost of the position including taxes and benefits for the rest of 2020 is \$33,462.67. The Accountant's wage is split amongst five funds- Finance (18.62%), Building Inspection (16.38%), Water (35%), Sewer (15%), Surface Water (15%)

OPTIONS:

- 1) Offer the Accountant Position to Michael Kuehn
- 2) Offer the Accountant Position to Michael Kuehn with Different Terms
- 3) Offer the Accountant Position to a Different Candidate
- 4) Re-Advertise the Position

RECOMMENDATION:

If removed from the consent agenda:

Motion to hire Michael Kuehn as the Accountant with a starting wage of \$28.35/hour contingent upon background screening.

ATTACHMENTS:

None