

Late Addition #2 rev

EXECUTIVE DOCUMENT SUMMARY

Department: <u>Administration</u>		Submittal Dates	
Contact Person: <u>Deborah Allen</u>		<input checked="" type="checkbox"/> Select Meeting Type: <u>Regular Session</u>	
Telephone Number: <u>231-256-8100</u>		Date of Meeting: <u>04/18/2023</u>	
Financial/Source Selection Method		Vendor: <u>Request for Authorization</u>	
<input checked="" type="checkbox"/> Select One: <u>Negotiated</u>		Address/ Phone:	
<input type="checkbox"/> Other: _____		_____	
<input type="checkbox"/> Account No.: _____		Description: Select One	
<input type="checkbox"/> CIP Project?			
<input type="checkbox"/> If Grant, Match Account No.: _____			
Budgeted Amount: _____		Contracted Amount: _____	
Document Description			
<input checked="" type="checkbox"/> Request to Waive Board Policy on Bid Requirements		<input checked="" type="checkbox"/> Department Head/Elected Official Authorization	
<p>This is a request to the Board to consider authorizing the County Administrator to move forward with an offer of employment to Interim Finance Director Catherine Hartesvelt for the recently-approved position of Assistant Finance Director at the current rate of pay that she is receiving for her current role at \$73,495.01 as opposed to the actual rate of \$67,103.00 currently posted for the position.</p> <p>The justification for this increase of \$6,392.01 is that Hartesvelt came out of retirement to accept the Interim Finance Director position, and is not eligible for additional MERS retirement benefits. Additionally, the Board is requested to authorize the County Administrator to negotiate vacation and personal time as deemed appropriate.</p>			
Suggested Recommendation:			
<p>I move that the County Board of Commissioners waive Board policy 5.05 and authorize the County Administrator to act on behalf of the County, and therefore approves a proposed salary increase of up to \$6,392.01 from the previously approved salary range of \$67,103.00, for the Assistant Finance Director position, as well as authorizes the Administrator to negotiate benefits as deemed appropriate.</p>			

Department Approval: _____

Date: 04/17/2023