

**CITY OF WEST ST. PAUL  
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION NO. 19-**

**RESOLUTION AMENDING THE GENERAL SERVICE HOURLY  
EMPLOYEE PAY PLAN TO REMOVE ONE TITLE**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of West St. Paul, Minnesota:

Effective July 14, 2019, the position of Marketing and Communication Manager has been removed from the General Service Hourly Employee Pay Plan and added to the General Service Salaried Employee Pay Plan.

<b>Biweekly</b>	<b>1/01/2019</b>		<b>1/01/2020</b>	
	<b>Minimum</b>	<b>Maximum</b>	<b>Minimum</b>	<b>Maximum</b>
Accounting Clerk	\$23.34	\$ 29.17	\$ 23.98	\$ 29.97
Accountant	\$30.50	\$ 35.50	\$ 31.34	\$ 36.48
Accounting Technician	\$24.50	\$ 30.63	\$ 25.18	\$ 31.47
Administrative Specialist	\$22.53	\$ 28.44	\$ 23.15	\$ 29.22
Ice Arena Assistant	\$14.82	\$ 18.98	\$ 15.22	\$ 19.50
Building Inspector	\$30.19	\$ 37.78	\$ 31.02	\$ 38.82
Building Maintenance Technician	\$24.24	\$ 30.30	\$ 24.90	\$ 31.13
Building Permit Clerk	\$22.25	\$ 27.81	\$ 22.86	\$ 28.58
Building Permit Technician	\$23.11	\$ 28.51	\$ 23.75	\$ 29.30
City Clerk	\$31.60	\$ 39.51	\$ 32.47	\$ 40.60
Civil Engineer	\$31.80	\$ 40.17	\$ 32.67	\$ 41.27
Code Enforcement Officer	\$24.71	\$ 31.44	\$ 25.39	\$ 32.31
Community Development Coordinator	\$28.33	\$ 35.41	\$ 29.11	\$ 36.39
Community Service Officer	\$19.17	\$ 24.12	\$ 19.70	\$ 24.78
Crime Prevention Specialist	\$25.29	\$ 33.93	\$ 25.98	\$ 34.86
Engineering Technician II			\$ 27.51	\$ 35.37
Engineering Technician III	\$29.45	\$ 37.87	\$ 30.26	\$ 38.91
Executive Assistant	\$24.72	\$ 32.39	\$ 25.40	\$ 33.28
Human Resource Generalist	\$27.45	\$ 33.51	\$ 28.20	\$ 34.43
Ice Arena/Pool Maintenance Supervisor	\$24.56	\$ 32.04	\$ 25.23	\$ 32.92
I & I Inspector	\$26.44	\$ 33.64	\$ 27.17	\$ 34.57
IT Analyst I	\$24.47	\$ 30.59	\$ 25.14	\$ 31.43
IT Analyst II	\$30.59	\$ 38.24	\$ 31.43	\$ 39.29
Lead Secretary/Licensing Specialist	\$23.58	\$ 29.42	\$ 24.23	\$ 30.23
Office Assistant	\$18.69	\$ 23.47	\$ 19.21	\$ 24.12
Receptionist/Office Assistant	\$18.69	\$ 23.47	\$ 19.21	\$ 24.12
Recreation Programmer	\$24.13	\$ 31.62	\$ 24.79	\$ 32.49

<b>Biweekly</b>	<b>1/01/2019</b>		<b>1/01/2020</b>	
	<b>Minimum</b>	<b>Maximum</b>	<b>Minimum</b>	<b>Maximum</b>
Recycling Coordinator	\$16.93	\$ 21.17	\$ 17.40	\$ 21.75
Rental & Code Inspector	\$26.44	\$ 33.64	\$ 27.17	\$ 34.57
Volunteer Engagement Manager	\$21.17	\$ 26.46	\$ 21.75	\$ 27.19

The City Manager may hire employees at any rate between the minimum and maximum pay stated for the job classification based on relevant factors. The City Manager will determine the pay for each employee based on the employee's performance in the job and based on other job relevant factors.

Upon successful completion of the one-year probationary period, an employee is eligible for up to a 5% pay increase. The employee is eligible for up to a 5% wage step once per year on their anniversary date until they reach the maximum pay for their job class. Employees who are promoted from one City position to another will normally receive a pay increase at the time of promotion and will be eligible for future increases at one-year intervals until they reach the maximum pay for their job class. Step increases are contingent upon a successful performance review and the recommendation of the employee's supervisor, department head and approval by the City Manager.

Adopted by the City Council of the City of West St. Paul, Minnesota, this 12<sup>th</sup> day of August 2019.

Attest:

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David J. Napier, Mayor

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Shirley R Buecksler, City Clerk