

Proposed by:	Administration
Attorney Review:	05/02/2016
Vote:	5 Aye 0 Nay 1 Absent

MUNICIPALITY OF SKAGWAY, ALASKA
RESOLUTION NO. 16-10R

A RESOLUTION OF THE MUNICIPALITY OF SKAGWAY, ALASKA, AMENDING THE MUNICIPALITY OF SKAGWAY CLASSIFICATION REVIEW RANKING BY GRADE, TO MOVE THE PERMITTING OFFICIAL POSITION FROM GRADE 14 TO GRADE 16.

WHEREAS, the Permitting Official position was originally ranked at Grade 14; and

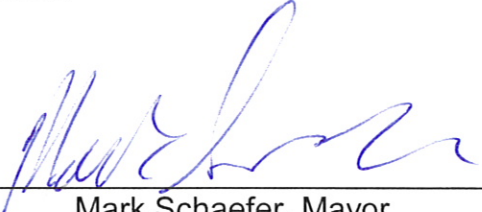
WHEREAS, in the past five years, the duties of the Permitting Official have increased in scope and specialty, and the position now requires professional training and certifications in order to conduct these duties; and

WHEREAS, the salary survey completed in 2014 suggests that this position be ranked at Grade 16; and

WHEREAS, increases in the duties and qualifications of the Permitting Official should parallel a change to the grade of the position in order to compensate the individual appropriately;

NOW THEREFORE, BE IT RESOLVED, by the Municipal Assembly of the Municipality of Skagway that Attachment "A," Municipality of Skagway Classification Review Ranking by Grade, is amended by moving the Permitting Official from Grade 14 to Grade 16.

PASSED AND APPROVED by a duly constituted quorum of the Borough Assembly of the Municipality of Skagway this 5th day of May, 2016.



Mark Schaefer, Mayor

ATTEST:



Emily A. Deach
Municipal Clerk

(SEAL)



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ATTACHMENT A

Municipality of Skagway Classification Review		Ranking by Grade
Job Title	Dept	GRADE
Library Clerk (T)	LIB	10
Harbor Security Officer (T)	HAR	10
Laborer - Groundskeeper (T)	PW	10
Visitor Information Specialist II (T)	TOUR	10
Harbor Assistant (T)	HAR	11
Museum Assistant (T)	MUS	11
Library Assistant / Electronic Services	LIB	11
Receptionist/Billing Clerk	CLINIC	11
Recreation Assistant	REC	11
Office Assistant	ADMIN	11
Trail Crew Lead Laborer	PW	12
Receptionist/Medical Assistant (T)	CLINIC	12
Community Service Officer	POLICE	13
Maintenance and Clerical Support	FIRE	13
911 Dispatcher	POLICE	13
Medical Assistant	CLINIC	13
Medical Account Analyst	CLINIC	13
Facilities Maintenance	PW	13
Recreation Worker	REC	13
Accounts & Benefits Specialist	CLINIC	13
Permitting Official	ADMIN	14
Administrative Assistant	CLINIC	14
Tax Clerk	ADMIN	14
Acct. Payable/Receivable Clerk	ADMIN	14
Police Clerk	POLICE	14
Maintenance Supervisor	FIRE	14
Fire Inspector/Training Coordinator	FIRE	14
Refuse Collector/Incinerator Tech	PW	15
Visitor Information Specialist I	TOUR	15
Police Officer (F/T & T)	POLICE	16
Administrative Manager	CLINIC	16
Permitting Official	ADMIN	16
Emergency Services Administrator	FIRE	17
Heavy Equipment Operator	PW	17
Admin. Asst to Manager/Deputy Clerk	ADMIN	17
Library Director	LIB	17
Museum Director	MUS	17
Rec Director	REC	17
Harbormaster	HAR	17
Lead Groundskeeper	PW	17
Water/Wastewater Operator Assistant	PW	17
Police Sergeant	POLICE	18
Tourism Director	TOUR	19
Water/Waste Water Superintendent	PW	19
Port Development Director	PORT	19
Borough Clerk	ADMIN	20
Borough Treasurer	ADMIN	20
Public Works Director	PW	21
Police Chief	POLICE	21

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Page 3 of 3

ANNUAL PERMITTING OFFICIAL EXPENSE AT STEP 1, GRADE 14									
Name						Gross Less			
	Wage	# of Hours	Total Wages	FICA/Med	Retirement	Retirement	ESC	Blue Cross	Total w/Ben
Permitting	\$23.09	2080	\$48,027.20	\$3,674.08	\$10,690.85	\$37,336.35	\$653.39	\$76.90	\$63,122.42
Official	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		TOTAL	\$48,027.20	\$3,674.08	\$10,690.85	\$37,336.35	\$653.39	\$76.90	\$63,122.42
ANNUAL PERMITTING OFFICIAL EXPENSE AT STEP 1, GRADE 16									
Name						Gross Less			
	Wage	# of Hours	Total Wages	FICA/Med	Retirement	Retirement	ESC	Blue Cross	Total w/Ben
Permitting	\$26.78	2080	\$55,702.40	\$4,261.23	\$12,399.35	\$43,303.05	\$757.80	\$76.90	\$73,197.68
Official	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		TOTAL	\$55,702.40	\$4,261.23	\$12,399.35	\$43,303.05	\$757.80	\$76.90	\$73,197.68
								INCREASE	\$10,075.26