



## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** September 8, 2025

**AGENDA ITEM:** Consider appointment of Dale Schneider to the Assistant IT Director position.

**PREPARED BY:** Chery Pierzina, Human Resources Officer

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### BACKGROUND:

In August, City Council authorized Human Resources to begin the process of posting, advertising, interviewing, and hiring for the full-time Assistant IT Director position. The City received 15 applications. Interviews were conducted on Wednesday, September 3<sup>rd</sup>, and three candidates were interviewed. The hiring committee, consisting of IT Director Erik, Scott, Chief of Police Andy Morgan, and IT Director for Itasca County Jennifer Lund, and myself, recommend the appointment of Dale P. Schneider to the position of Assistant IT Director, subject to successful completion and passing of a pre-employment background check and pre-employment drug testing.

Dale Schneider has well over 15 years of experience in information technology. He's worked for Itasca County for over 5 years, and most recently, he's been working for the Blandin Foundation. Dale has experience as a network security administrator, helpdesk technician, MIS coordinator, and other positions which led him towards information technology. He has extensive experience in project management, security system design, and network optimization. He has strong leadership skills, technical proficiency, and has had positive client and vendor relations. We believe Dale will be a great addition to our IT department.

Dale Schneider will begin working as the Assistant IT Director on a date to-be-determined, based on the completion of all pre-employment conditions mentioned above. Dale's starting salary will be \$96,335.52, at a Grade 13. Future cost-of-living adjustments will be considered at the same time as other management employees, subject to City Council discretion. After successfully completing a six-month probationary period, Dale will receive an increase of \$5,000 to his annual salary.

Dale will be credited with 14 years of completed service and will accrue 9.23 hours of FTO per 80-hour pay period. The City will also deposit 40 hours of FTO effective his first date of employment. Dale will accrue EMB, a non-severable benefit of 2.4616 hours per 80-hour pay period. The City will deposit 80-hours of EMB on his first day of employment.

**REQUESTED COUNCIL ACTION:**

Make a motion to appoint Dale P. Schneider to the Assistant IT Director position, subject to successful completion and passing of all pre-employment conditions, a start date to be determined, and a starting salary of \$96,335.52. After successfully completing a six-month probationary period, he will receive an increase of \$5,000 to his annual salary, as stipulated in the attached offer letter.