

**TO:** Hamburg Township Board of Trustees

**FROM:** Jason Negri, Treasurer

**DATE:** May 20, 2025

**AGENDA ITEM TOPIC:** Mariani Step Increase

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### **Requested Action**

- Request the board approve Deputy Treasurer Mariani be moved to Grade 7 Step 7

### **Background**

As discussed at Strategic Planning and our last work study session, Deputy Treasurer Debbie Mariani is currently at G7S4 and would, on July 1, move to G7S5 in the ordinary course of the new fiscal year (total compensation of \$96,513). I am requesting a skip from Step 5 to Step 7.

In recognition of her remarkable – and I use that term deliberately – achievements as Deputy Treasurer, and the efficiencies and improvements she has overseen since she began, eg:

- Update of Daily Cash Worksheet; specifically for tracking Point and Pay and all Direct Deposits including SIGMA, Michigan Class, Tower Co and CarFax
- Addition of the QR code on the tax bills
- Sending Summer reminder bills; saving residents penalty and late fees
- Simplified reports required by the Accounting Dept. for end of day close
- Started Deposit Creation for Accounting Dept. to aid in bank reconciliation
- Sending reminders to residents owing \$6000+ in tax before end of tax year
- Expedited building permits for zoning/planning
- Update of process for receipting funds for Senior Center
- Autopay for tax
- Creation of wire forms utilized for summer/winter tax distribution
- Purchase of filing cabinets through MarketPlace saving the Township money

I am requesting the Board approve setting her compensation at G7S7 (\$101,071) starting July 1, 2025, which represents a 4.7% increase over the G7S5 salary she would otherwise get.