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TO: Hamburg Township Board of Trustees

FROM: Tony Randazzo, Director of Technical & Utility Services

DATE: May, 14, 2026

AGENDA ITEM TOPIC: DPW Full Time Hire

Number of Supporting Documents: **01**

Requested Action

- Approve the advertisement of a new full-time employee for DPW at a rate of \$26.76-\$33.41 per hour, which is the grade range of the position.

Background

I seek approval to add an additional full-time position in the DPW department. This request is driven by the need for more labor to allow the department to be more proactive. Current staffing levels leave us largely reactive to what the day brings with little time for preventative maintenance tasks such as manhole rehabilitation, which takes three people to perform safely or collecting data points for asset inventory. We also struggle when we're short staffed, such as when someone is on vacation or out with a medical issue. An additional worker will help smooth out these inevitable troughs. This position is included in the draft budget for the upcoming fiscal year.

The new employee will be an additional **DPW Technician**, which is a Grade 5 position on the salary scale. I would like the flexibility to advertise the entire grade range, which is \$26.76 – \$33.41 per hour.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes No

Are funds budgeted? Yes *draft No

Fiscal year affected: 2026/2027

Is a budget amendment required? Yes No

General Ledger numbers affected: 590.527.000-702.000

Personnel Committee Recommendation

The Personnel Committee met on Wednesday, May 13, 2026 to discuss the addition of a full-time DPW Technician to the already established DPW department headcount, at the request of Tony Randazzo, Director of Technical & Utility Services.

The Personnel Committee formally recommends a new full-time, hourly, non-exempt DPW Technician position to be created, using the current job description. The position is a Grade 5, and we recommend giving Tony the ability to advertise the entire grade range. He has already included this position in his draft budget for the 2026/2027 budget year.

Thank you,

Jennifer Daniels
Joanna Hardesty
Nick Miller