



10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139  
(810) 231-1000  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

---

**TO:** Hamburg Township Board

**FROM:** Tony Randazzo, Director of Technical & Utility Services

**DATE:** April, 16, 2026

**AGENDA ITEM TOPIC:** Buildings and Grounds Full Time Hire

Number of Supporting Documents: **01**

---

**Requested Action**

- Motion to approve the hiring of a new full-time employee for Buildings and Grounds at a rate of \$25.02 per hour.

**Background**

Duane and I seek approval from the Board to hire a full-time employee for a new position in the Buildings and Grounds Department, titled Buildings and Grounds Maintenance. As previously discussed, this request is primarily driven by the steady increase in maintenance related tasks over the years. We have a litany of deferred maintenance items that need to be addressed but have taken a back seat as our crew is consumed with the day-to-day activities. Having an additional full-time employee will allow us to tackle more of these tasks in the colder months as most of our staff are seasonal.

A secondary benefit of this hire will be the stability of the department. We typically incur a lot of employee turnover with our seasonal hires which often results in us not being at full strength for portions of the growing season. This exacerbates the stress on the maintenance items and puts us further behind. An additional full-time employee will help mitigate the churn of seasonal employees and keep us on track during the warmer months.

We have already interviewed a number of prospective candidates, including bringing back several for second interviews, and believe we now have a great candidate for the position. The new employee will be brought in at Grade 3, Step 6 on the pay scale, which equates to \$25.02 per hour. This will be conditional upon successful completion of all pre-employment prerequisites. Assuming these are met, we plan to start the new hire as soon as possible. A budget amendment of \$12,000 will need to be made for the remainder of this fiscal year for the new position.

**Fiscal Considerations**

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

Are funds budgeted? Yes  No

Fiscal year affected: 2025/2026 & 2026/2027

Is a budget amendment required? Yes  No

General Ledger numbers affected: 101.265.000-702.000