



## Agenda Abstract

### BOARD OF COMMISSIONERS

Meeting Date: Oct. 10, 2022  
Department: Administrative Services  
Agenda Section: Consent  
Public hearing: No

#### PRESENTER/INFORMATION CONTACT

Human Resources Manager Haley Bizzell  
Administrative Services Director Jen Della Valle

#### ITEM TO BE CONSIDERED

**Subject:** Classification and Pay Amendments

**Attachments:**

FY23 Salary Schedule

**Summary:**

At the September Board of Commissioners regular meeting, the town board approved implementing the recommended pay and classification adjustments that were based on the pay study conducted by Piedmont Triad Regional Council (PTRC). Some adjustments are being proposed after reviewing certain positions over the past month, to ensure the classification for the positions fit the organization and accurately reflect the job duties and responsibilities. Below outlines the recommended updates from PTRC:

- Move the accounts payable technician from grade 3 to grade 6.
- Move the accounting technician position from grade 5 to grade 7.
- Move the deputy utilities director from grade 18 to grade 20.
- Remove wastewater superintendent classification. Position was reclassified to deputy utilities director.
- Remove plant mechanic classification - it is the same as the plant maintenance mechanic I.

The attached FY23 salary schedule reflects these updates in red.

**Financial impacts:**

Minimal financial impact.

**Staff recommendation and comments:**

Approve the FY23 Salary Schedule as amended.

**Action requested:**

Approve the FY23 Salary Schedule as amended.