



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M TETZLAFF, CITY ADMINISTRATOR
FROM: MATT RYNDA, PUBLIC WORKS DIRECTOR
SUBJECT: APPOINTMENT OF SHELBY ANDERSON FOR WASTEWATER SUPERINTENDENT
DATE: OCTOBER 15, 2024

On August 10, 2024, we posted the Wastewater Superintendent position with several related organizations and placed ads in the New Prague Times and the Times Extra for two (2) weeks each. We received 8 applications, interviewed 6 applicants and moved forward with tours of the plant to 4 applicants.

After completion of the interview process, staff is recommending that Shelby Anderson be hired for the Wastewater Superintendent position with an anticipated start date of Wednesday, December 18, 2024. Starting salary Grade 14 Step 4 of the structured pay scale at \$45.97/hr (\$95,617.60 annually).

Recommendation

Council appoint Shelby Anderson as Wastewater Superintendent.