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MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M TETZLAFF, CITY ADMINISTRATOR
FROM: MATT RYNDA, PUBLIC WORKS DIRECTOR
SUBJECT: HIRE JAMES CREAGHE FOR WASTEWATER SUPERINTENDENT
DATE: OCTOBER 30, 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.

Due to unforeseen circumstances, this position was opened back up after the council's approval on October 28th. After reviewing past applicants, staff is recommending that James Creaghe 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 James Creaghe as Wastewater Superintendent.