



# New Prague Police Department

City of New Prague In the Counties of Scott & Le Sueur

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Tim Applen, Chief of Police

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## MEMORANDUM

**To:** Honorable Mayor, Duane Jirik; Members of the City Council, Shawn Ryan, Maggie Bass, Bruce Wolf, Rik Seiler and City Administrator, Joshua Tetzlaff

**From:** Tim Applen, Chief of Police/Emergency Manager

**Date:** Wednesday, May 16, 2024

**Subject:** Appointment of Taylar Wickman for the Police Officer position.

On January 19, 2023, City Staff advertised for a Police Officer position in the New Prague Times, on the League of Minnesota Cities website, MN Police Officer's Opportunity Line. (MN POST website), and the City of New Prague Website. The posting remained ongoing until positions were able to be filled.

In an ongoing effort to fill open Police Officer positions interviews are conducted as qualified applications are received. Three applications were received in March, all three applicants were invited for oral interviews the week of April 1<sup>st</sup>, 2024. After speaking with Taylar Wickman, a pre-employment background investigation was completed. A conditional offer was made and accepted by Ms. Wickman. The conditional offer is based on successful completion of all elements outlined in the conditional offer.

With Ms. Wickman's training, education, demeanor, and personality, she will make a great addition to the New Prague Police Department. She will serve the citizens of New Prague in a professional manner, with integrity.

I would recommend the appointment of Ms. Taylar Wickman to Police Officer position with an effective starting date of June 4, 2024, based on the successful completion of all elements in the conditional offer.

An initial starting wage of \$35.66 per hour/Step 1 (\$74,172.80 per year) on the 2024 Police Union Agreement Schedule "A". Vacation accrual schedule is based on length of service and can be found in the LELS Labor Agreement Article 11.1. 80 hours of vacation will be prorated based on the employment start date and credited to the leave bank.

**RECOMMENDATION:** Appointment of Ms. Taylar Wickman as a Police Officer per the recommendation listed above.