



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

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**MEMORANDUM**

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**CC:** JOSHUA M TETZLAFF, CITY ADMINISTRATOR  
**FROM:** MATT RYNDA, PUBLIC WORKS DIRECTOR  
**SUBJECT:** HIRE ALLEN HENNEN FOR STREETS POSITION  
**DATE:** JANUARY 15, 2025

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On November 29, 2024, we advertised on the city website and the League of Minnesota. We received 5 applications and after reviewing all applications we interviewed 2 candidates.

Based on the application and interviews review process, staff is recommending that Allen Hennen be hired for the streets position with an effective start date of Wednesday, January 22, 2025, and that his wage be placed at Pay Grade 9 Step 4 on the City's Compensation Plan at \$30.73/hr.

**Recommendation**

Mayor and Council approval of the hiring of Allen Hennen to the streets department per the recommendations listed above.