



**RESOLUTION
2021-010**

**RESOLUTION TO APPROVE EMPLOYEE SALARY ADJUSTMENTS FOR FULL-TIME
EMPLOYEES OF THE TOWN OF TOWNSEND**

WHEREAS, Town Council wishes to retain dependable and experienced employees; and

WHEREAS, An assessment of salaries for similar positions in similar size municipalities identified significant disparity in Town of Townsend salaries and the average compensation; and

WHEREAS, Town Council is appreciative of the dedication and hard work of all of its employees, particularly during the Pandemic State of Emergency; and

WHEREAS, Town Council determined that a salary adjustment for personnel is appropriate; and

WHEREAS, Town Council wishes to retain quality staff and to provide an onetime increase to base salaries of its employees, with the endorsement of the Human Resources Committee Chair, as outlined in Section 14 of the Town of Townsend Employee Handbook; and

WHEREAS, the Town has sufficient funds to grant this increase in wages to be paid to full-time employees who have successfully completed their annual performance review.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Townsend Delaware, does hereby agree to provide an increase in wages to all full-time employees with the endorsement of the Human Resources Committee Chair. The following salary adjustment to employee's base salaries are approved: Town Manager \$85,000, Deputy Town Manager/Town Clerk \$62,000, Financial Officer \$63,000, full-time Maintenance Worker \$38,000, Administrative Assistant \$40,000. The increase will take effect on the employee anniversary date and if necessary, is to be awarded retroactively to the employee's anniversary date. In addition, the existing Town Clerk title is to be modified to Deputy Town Manager/Town Clerk and will report directly to the Town Manager.

Passed and Approved This 21st Day of July 2021.

SYNOPSIS: Salary Adjustment

TOWN OF TOWNSEND

Patrick Miller, Mayor

ATTEST:

Antonina Tantillo, Town Clerk

Vote of Council	Yea	Na	Abs
Mayor Patrick Miller			
CM Edgar Dugan			
CM Josh Mertz			
CW Eschalla Clarke			
CM Scott Lobdell			