

RESOLUTION NO. 2022-56

**RESOLUTION ADOPTING CERTIFICATION REQUIREMENTS AND
CERTIFICATION INCENTIVE PAY**

WHEREAS, a salary survey committee consisting of four staff members and two council members discussed multiple merit pay systems; and

WHEREAS, the salary survey committee noted that certifications in the Public Works field held more value and peer cities offered certification pay for Clerks and Parks and Recreation Directors; and

WHEREAS, the salary survey committee is recommending the following incentives to match peer communities; and

WHEREAS, employees are granted the pay by the finance department once evidence is provided that certification has been completed; and

WHEREAS, salaried employees' wages will increase by the incentive times 2080 hours; and

WHEREAS, the following pay certification pay as follows:

Public Works:

\$0.75/hr. for Grade I water treatment, distribution, and sewer certifications.

Must complete all within four years of hire,
one-year grace period for current employees.

\$0.75/hr. for Grade II water treatment, distribution, and sewer certifications.

Optional for non-water/sewer positions

\$1.00/hr. for Grade III water treatment, distribution, and sewer certifications.

Optional for all, as city has no grade III facilities.

City Clerks and Finance Director:

\$0.50/hr. for each year of Iowa Municipal Institute and Academy attended to earn certified municipal clerk (CMC) status.

Max of three years by CMC certification requirement.

\$0.75/hr. Completion of Iowa Certified Municipal Clerk status.

Must complete all within four years of hire,
one-year grace period for current employees.

\$0.75/hr. Completion of Iowa Certified Municipal
Finance Officer status

Must complete all within six years of hire,
one-year grace period for current employees.

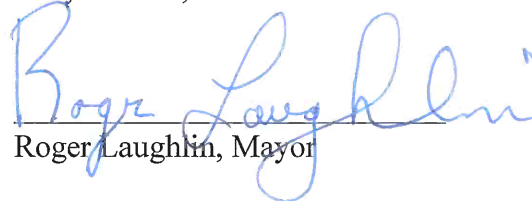
Parks and Recreation Director:

\$1.00/hr. Completion of Certified Park and Recreational
Professional.

Must complete within four years of hire, one-
year grace period for current employees.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West
Branch, Iowa, is adopting incentive-based pay and certification requirements effective July 1,
2022.

Passed and approved this 6th day of June, 2022.


Roger Laughlin, Mayor

ATTEST:


Leslie Brick, City Clerk