

POSSIBLE MOTION

I MOVE TO approve the hire offer for Utility Director Scott Elder as recommended by the Municipal Administrator.



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

MEMORANDUM

To: Mayor Paxton and Assembly Members

From: John Leach, Municipal Administrator

Date: April 9, 2020

Subject: Utility Director

Background

Sitka's previous Utility Director resigned last fall, and the City has been seeking another Director since then. Jeff Wheeler has been serving as the Acting Director during the interim.

Analysis

Scott Elder has been with the Army Corps of Engineers for the past 9 years working on the Little Goose Lock and Dam Project and the McNary Lock and Dam Project. He received a General Journeyman Electrician license for the State of Oregon following a five-year apprenticeship. He has considerable experience in the repair, disassembly, and overhaul of large fixed industrial hydroelectric generators and pertinent equipment.

Our interview committee consisted of myself, Jeff Wheeler, Erin Clay, and Melissa Haley. The committee unanimously supports the hiring of Scott as our new Utility Director.

Fiscal Note

The Utility Director is funded at Range 44J in the FY21 budget. I made the following offer to Mr. Elder which he has accepted:

Starting wage range 44I, full-time, benefitted
Beginning annual leave balance of 40 hours
Annual leave accrual rate of 152 hours per year per the personnel policy
Sick leave accrual rate in accordance with the personnel policy
Two (2) month severance pay package within a term of five (5) years

Moving allowance up to \$15,000 (large family) based upon approved receipts.

Recommendation

Hire Scott Elder as Sitka's Utility Director under the terms stated above.