

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 6/7/2023 Weekly Agenda Date: 6/13/2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Pat Gill, Auditor and Recorder

**WORDING FOR AGENDA ITEM:**

Increase the hourly rates for township clerks.

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

The Board of Supervisors determines the hourly rate that township clerks are paid for bookkeeping. The township clerks and trustees have asked to increase the hourly rate.

**BACKGROUND:**

Township clerks have the bookkeeping duties and have been paid an hourly rate of \$7.25/hour for a number of years. During a recent training, they asked for an increase to \$20.00/hour. The trustees support this request. Township officers are paid \$25/meeting. Recruiting clerks is a difficult task, an increase would help clerks

**FINANCIAL IMPACT:**

Total bookkeeping expenses for the last four fiscal years averaged \$1401/year. The average cost would rise to \$3,866/year for an increase of \$2,464 from rural basic funds.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Increase the hourly rate of pay for township clerks to \$20/hour.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to increase the hourly rate of pay for township bookkeeping duties to \$20/hour beginning July1, 2023.