

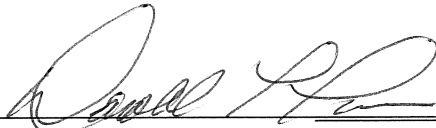
RESOLUTION NO. 14-01

A RESOLUTION SETTING THE OFFICIAL PAY PLAN FOR 2014.

Be it resolved, by the governing body of Brookings County, South Dakota:

That the official Pay Series and Management Salary Compensation increase as indicated in the attachments hereto is administered for the year of 2014 to become effective January 1, 2014.

Passed and approved this of 7th of January 2014.



Chairperson, Brookings County Commission





County Finance Officer

<u>Commission Department (incl. HR & Technology)</u>	<u>FTE</u>	<u>Grade</u>
Commission Assistant/Human Resource Director	1	E-14
County Commissioners	2.5 (5 @ .5)	Non-Graded Position
Information Technology Support Specialist	1	N-9
GIS Technician	1	N-9
Deputy Director Commission/HR	1	N-7
Office Coordinator	1	N-5
General Maintenance Worker	2	N-3
Administrative Intern	.5	Non- Graded Position
GIS Intern	.5	Non- Graded Position

<u>County 4-H</u>	<u>FTE</u>	<u>Grade</u>
PT 4-H Program Assistant	.5	N-5 (Step 1 & Step 2 Only)

<u>County Health</u>	<u>FTE</u>	<u>Grade</u>
Administrative Assistant	1.6	4

<u>County Development Department</u>	<u>FTE</u>	<u>Grade</u>
Director	1	11
Deputy Director	1	9
Office Manager	1	5
Intern	.5	Non-Graded Position

<u>Equalization Department</u>	<u>FTE</u>	<u>Grade</u>
Director	1	E-11
Deputy Director	1	N-8
Appraiser II	3	N-6
Administrative Assistant	2	N-4

<u>Finance Department</u>	<u>FTE</u>	<u>Grade</u>
Finance Officer	1	E-12
Deputy Director	1	N-7
Senior Finance Assistant	2	N-6
Finance Assistant II	1	N-5
Finance Assistant	3	N-4
Temporary Election Worker	.75 (4@ .25)	Non Graded Position

<u>Highway Department</u>	<u>FTE</u>	<u>Grade</u>
Highway Superintendent	1	E-13
Lead Foreman	1	N-9 (Steps 9-13)
Road Foreman	1	N-8 (Steps 9 -13)
Shop Mechanic	1	N-7
Equipment Fabricator/Welder	1	N-7
Heavy Equipment Operator (Hazmat)	1	N-7
Heavy Equipment Operator	5	N-6
Office Manager	1	N-5
Equipment Operator	5	N-5
Sign Technician	1	N-5
Truck Driver	.5-Split Employee	N-3

<u>Register of Deeds</u>	<u>FTE</u>	<u>Grade</u>
Register of Deeds	1	E-11
Deputy	1	N-6
Administrative Assistant	1	N-4
<u>Sheriff's Department</u>	<u>FTE</u>	<u>Grade</u>
Sheriff	1	E-15
Assistant Sheriff	1	E-12
Jail Administrator	1	E-11
Deputy- Sergeant	2	N-10 (Steps 6-13)
Deputy	7	N-8
Corrections Sergeant (Certified)	1	N-7 (Steps 6-13)
Correctional Officer	6	N-5
Office Manager	1	N-5
Administrative Assistant	1	N-4
PT Deputy Sheriff	1 (3 @ .33)	N-8 (Step I & Step 2 Only)
PT Correctional Officers	7 (14 @ .5)	N-5 (Step 1 & Step 2 Only)
Detention Center Nurse	.25	Non-Graded Position
Jail Greeter	.50	Non-Graded Position
<u>State's Attorney</u>	<u>FTE</u>	<u>Grade</u>
State's Attorney	1	E-19
Deputy State's Attorney	1	E-17
Victims/Witness Assistant/Office Administrator	1	N-8
Legal Assistant	3	N-7
<u>Veteran's & Human Services Department</u>	<u>FTE</u>	<u>Grade</u>
Director	1	E-11
Deputy Director	1	N-6
<u>Weed Department</u>	<u>FTE</u>	<u>Grade</u>
Supervisor	1	E-7
PT Weed Enforcement & Bio Control Officer	.5	N-4 (Step 1 & Step 2 Only)
Truck Driver	.5-Split Employee	N-3

N= Non-Exempt Position; E= Exempt Position

PAY		POSITION TITLE	2014 Wage Range														
GRADE			Minimum	step 1	step 2	step 3	step 4	step 5	step 6	Midpoint	step 7	step 8	step 9	step 10	step 11	step 12	Maximum
1				step 1							\$ 28,878						step 13
			\$ 25,669														\$ 32,086
2				step 1													
			\$ 27,594														
			\$ 13,27	\$ 13,53	\$ 13,80	\$ 14,07	\$ 14,35	\$ 14,64	\$ 14,93	\$ 15,20	\$ 15,46	\$ 15,74	\$ 16,02	\$ 16,30	\$ 16,59	\$ 16,87	\$ 17,15
3				step 1													
			\$ 29,664														
			\$ 14,26	\$ 14,55	\$ 14,83	\$ 15,13	\$ 15,43	\$ 15,74	\$ 16,05	\$ 16,33	\$ 16,62	\$ 16,92	\$ 17,22	\$ 17,52	\$ 17,83	\$ 18,13	\$ 18,43
N		General Maintenance Worker															
N		Truck Driver- Highway/Weed (split)															
N		WIC Secretary															
4				step 1													
			\$ 31,889														
			\$ 15,33	\$ 15,64	\$ 15,95	\$ 16,26	\$ 16,59	\$ 16,92	\$ 17,26	\$ 17,56	\$ 17,87	\$ 18,19	\$ 18,51	\$ 18,84	\$ 19,17	\$ 19,49	\$ 19,81
N		Administrative Assistant- (DOE, ROD, Sheriff)															
N		Finance Assistant															
N		Health Care Clerk															
5				step 1													
			\$ 34,280														
			\$ 16,48	\$ 16,81	\$ 17,14	\$ 17,48	\$ 17,83	\$ 18,19	\$ 18,55	\$ 18,88	\$ 19,21	\$ 19,55	\$ 19,90	\$ 20,25	\$ 20,61	\$ 20,96	\$ 21,31
N		Correctional Officer															
N		Equipment Operator															
N		Finance Assistant II															
N		Office Coordinator (Commission)															
N		Office Manager (Sheriff, Highway, Zoning)															
N		Sign Technician															
6				step 1													
			\$ 36,851														
			\$ 17,72	\$ 18,07	\$ 18,43	\$ 18,80	\$ 19,17	\$ 19,55	\$ 19,94	\$ 20,30	\$ 20,65	\$ 21,02	\$ 21,39	\$ 21,77	\$ 22,16	\$ 22,54	\$ 22,92
N		Appraiser															
N		Deputy Register of Deeds															
N		Deputy Veterans/Welfare Director															
N		Heavy Equipment Operator															
N		Senior Finance Assistant															
7				step 1													
			\$ 39,615														
			\$ 19,05	\$ 19,43	\$ 19,81	\$ 20,21	\$ 20,61	\$ 21,02	\$ 21,44	\$ 21,82	\$ 22,20	\$ 22,59	\$ 22,99	\$ 23,40	\$ 23,82	\$ 24,23	\$ 24,64
E		Weed & Pest Supervisor															
N		Corrections Sergeant															
N		Deputy Director Commission/HR															
N		Deputy Finance Officer															
N		Equipment Fabricator/Welder															
N		Heavy Equipment Operator- HZMT															
N		Legal Assistant															
N		Mechanic/Fabricator															

	step 1	step 2	step 3	step 4	step 5	step 6	step 7	step 8	step 9	step 10	step 11	step 12	step 13
8	\$ 42,586						\$ 47,909						\$ 53,233
N Deputy Director of Equalization	\$ 20.47	\$ 20.88	\$ 21.30	\$ 21.72	\$ 22.15	\$ 22.59	\$ 23.04	\$ 23.45	\$ 23.87	\$ 24.29	\$ 24.72	\$ 25.16	\$ 25.60
N Road Foreman													
N Sheriff's Deputy													
N Victims Witness Assistant/ Office Administrator													
9	\$ 45,780						\$ 51,503						\$ 57,225
N GIS Technician	\$ 22.01	\$ 22.45	\$ 22.90	\$ 23.35	\$ 23.82	\$ 24.29	\$ 24.77	\$ 25.21	\$ 25.66	\$ 26.11	\$ 26.57	\$ 27.04	\$ 27.52
N County Development Deputy Director													
N Information Technology Support Specialist													
N Lead Foreman													
10	\$ 49,214						\$ 55,355						\$ 61,517
N Sheriff's Deputy Sergeant	\$ 23.66	\$ 24.13	\$ 24.61	\$ 25.10	\$ 25.60	\$ 26.11	\$ 26.63	\$ 27.10	\$ 27.58	\$ 28.07	\$ 28.57	\$ 29.07	\$ 29.59
11	\$ 52,905						\$ 59,518						\$ 66,131
E Director of Equalization													
E Director of County Development													
E Jail Administrator													
E Register of Deeds													
E Veterans/Welfare Director													
12	\$ 56,872						\$ 63,982						\$ 71,091
E Assistant Sheriff													
E Finance Officer													
13	\$ 61,138						\$ 68,780						\$ 76,422
E Highway Superintendent													
14	\$ 65,723						\$ 73,939						\$ 82,154
E Commission Assistant/H.R. Director													
15	\$ 70,653						\$ 79,484						\$ 88,316
E Sheriff													
16	\$ 75,951						\$ 85,445						\$ 94,939
17	\$ 81,648						\$ 91,854						\$ 102,060
E Deputy States Attorney (100% FTE)													
18	\$ 87,771						\$ 98,743						\$ 109,714
19	\$ 94,354						\$106,149						\$ 117,943
E States Attorney (100% FTE)													
PART TIME POSITIONS	Step 1	Step 2											
4	\$ 15.33	\$ 15.64											
N Weed Enforcement & Bio Control Officer										\$ 15.605			
N Administrative Assistant										\$ 21.00			
5	\$ 16.48	\$ 16.81											
N PT Correctional Officers										\$ 10.50			
N PT 4-H Program Assistant										\$ 11.00			
8	\$ 20.47	\$ 20.88											
N PT Sheriff's Deputy										\$ 10.50			