



Baldwin County Commission

Legislation Details (With Text)

File #: 23-1131 **Version:** 1

Type: Consent **Status:** Agenda Ready

File created: 5/5/2023 **In control:** Baldwin County Commission Regular

On agenda: 5/16/2023 **Final action:**

Title: Solid Waste Department (Administration) - Creation of Positions

Indexes:

Attachments: 1. Position Descriptions for Senior Accountant and Human Resources Director, 2. Updated Organizational Chart for Solid Waste Administration

Date	Ver.	Action By	Action	Result
5/16/2023	1	Baldwin County Commission Regular		

Meeting Type: BCC Regular Meeting
Meeting Date: 5/16/2023
Item Status: New
From: Terri Graham, Development and Environmental Director
Deidra Hanak, Personnel Director
Submitted by: Deidra Hanak, Personnel Director

ITEM TITLE

Solid Waste Department (Administration) - Creation of Positions

STAFF RECOMMENDATION

Take the following actions:

- 1) Create a Human Resources Director position (#TBD) at a grade S319 (grade S319 range: \$64,956.00 - \$106,438.00 annually); and
- 2) Create a Senior Accountant position (#TBD) at a grade S317 (grade S317 range: \$57,544.00 - \$94,297.00 annually); and
- 3) Approve the position descriptions for Senior Accountant and Human Resources Director; and
- 4) Approve the updated organizational chart for the Solid Waste Administration Department.

BACKGROUND INFORMATION

Background: In an effort to prepare for the transition into the Solid Waste Disposal Authority, the Development and Environmental Director respectfully requests that the above recommendations are approved.

Previous Commission action/date: N/A

FINANCIAL IMPACT

Total cost of recommendation: \$161,617 Midpoint salary amount for both positions combined.

Budget line item(s) to be used: 51054100.51130

If this is not a budgeted expenditure, does the recommendation create a need for funding?

Yes. Will offset with excess Revenues from Disposal Fees 510.45412.

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?

N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

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Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Personnel - Implement Changes

Action required (list contact persons/addresses if documents are to be mailed or emailed):

N/A

Additional instructions/notes: N/A