

SUNBURST FARMS IRRIGATION DISTRICT
 Hiring Committee Meeting
 Sunburst Farms Irrigation District
 16040 N. 43rd Avenue
 Glendale, AZ 85306

April 13, 2017

MEMBERS PRESENT: Larry Hudson, Chairperson
 Peggy Schwend, Committee Member
 Shad Ciampi, Committee Member
 Kay Lorenzen, Committee Member
 Brett Harrison, Committee Member
 Brenda Brown, Secretary

OTHERS PRESENT: (See attached sign-in list)

1. CALL TO ORDER: The meeting was called to order by Larry Hudson, President, at 6:30 P.M.

2. NEW BUSINESS:

A. Discuss and possible action to approve minutes from March 30th, 2017:

MOTION Member Kay Lorenzen *made a motion to approve the minutes from March 30th, 2017.* Member Peggy Schwend seconded the motion. Member Brett Harrison abstained. **Motion Passed.**

3. OLD BUSINESS:

A. Discuss and possible action on range for employees:

Heavy discussion ensued between Chairman Larry Hudson, Committee Members Peggy Schwend, Shad Ciampi, Brett Harrison, Kay Lorenzen, Secretary Brenda Brown, Homeowner Julie Rathbun and Irrigation Manager Richard Mitten regarding ranges for Management, Irrigators, Maintenance, entry levels based 80% of midpoint, starting wages based on experience, ranges should be reviewed approximately every 3-4years, economy, promoting within the company, cross training, establishing ranges for maximum years of services, irrigators/maintenance maximum range at \$20 per hour, office manager position maximum range at \$50,000 per year and irrigation manager maximum range at \$55,000 per year.

MOTION Member Kay Lorenzen *made a motion to recommend to the Board to establish a starting salary range for the Office Manager position from \$30,000 to \$35,000 based on experience with a maximum salary of \$50,000.* Member Shad Ciampi seconded the motion. Member Brett Harrison and Secretary Brenda Brown abstained. **Motion Passed.**

MOTION Member Peggy Schwend *made a motion to recommend to the Board to establish a starting salary range for the Irrigation Manager position from \$35,000 to \$40,000 based on experience with a maximum salary of \$55,000.* Member Kay Lorenzen seconded the motion. Member Brett Harrison abstained. **Motion Passed.**

MOTION Member Peggy Schwend *made a motion to recommend to the Board to establish a time cycle maybe every five (5) years to review these ranges and to make sure their still appropriate.* President Larry Hudson seconded the motion. Member Brett Harrison abstained. **Motion Passed.**

MOTION Member Kay Lorenzen *made a motion to recommend to the Board to establish a starting salary range for the Irrigator/Maintenance positions at \$12 per hour with a maximum salary range of \$20 per hour.* Member Shad Ciampi seconded the motion. Member Brett Harrison abstained. **Motion Passed.**

4. ADJOURNMENT:

Without objection, meeting adjourned at 7:33 P.M.

Dated this _____ day of _____, 2017

Submitted by: _____
Committee Secretary

**Note: All attachments including correspondence in its entirety are filed with the original minutes and may be viewed at the District Office*