

RESOLUTION NO. 22-28

A RESOLUTION OF THE ALEUTIANS EAST BOROUGH ASSEMBLY APPROVING A PAY INCREASE FOR THE BOROUGH ADMINISTRATIVE CLERK

WHEREAS, the Aleutians East Borough (“Borough”) has an Administration Department; and,

WHEREAS, the Administrative Clerk is part of that department and was hired on December 7, 2018; and,

WHEREAS, the Administrative Clerk was appointed as the Acting Clerk on October 30, 2021, and will relinquish those duties on January 16, 2022; and

WHEREAS, the Administrative Clerk will assume Deputy Clerk duties; and,

WHEREAS, per Section 4.3.2 of the Aleutians East Borough Employee Handbook, “merit-based increases may also be awarded when an employee has reached some tangible, professional milestone, such as the completion of educational course, degrees, or certifications that directly relate to the employee’s work duties for the Borough. Such increases shall be awarded at the Mayor’s sole discretion. As a general rule, such compensation may be awarded at any level up to and including the amount of the cost of living adjustment; however, the Mayor may deviate from this guideline with the approval of the Assembly. Merit-based increases are subject to appropriation by the Assembly”; and

WHEREAS, the Borough Mayor and Administration have reviewed her accomplishments and her past employee evaluations and determined that the Administrative Clerk’s salary should be increased from \$18.80 per hour to \$25.00 per hour, which exceeds the -1.1% cost of living adjustment and requires Assembly approval.

NOW, THEREFORE, BE IT RESOLVED by the Aleutians East Borough as follows:

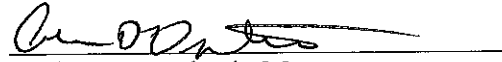
Section 1. The Administrative Clerk’s hourly rate shall be adjusted to \$25.00 per hour.

Section 2. Such adjustment shall be made active on January 17, 2021.

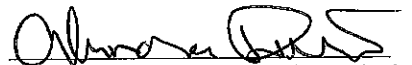
Section 3. This resolution shall become effective immediately upon adoption.

PASSED AND APPROVED BY THE ALEUTIANS EAST BOROUGH ASSEMBLY
on this 13th day of January 2022.

ALEUTIANS EAST BOROUGH, ALASKA


Alvin D. Osterback, Mayor

ATTEST:


Glennora Dushkin, Acting Clerk