



## RESOLUTION NO. 23-06

### A RESOLUTION OF THE ALEUTIANS EAST BOROUGH ASSEMBLY APPROVING THE APPOINTMENT OF THE ALEUTIANS EAST BOROUGH FINANCE DIRECTOR

**WHEREAS**, the Aleutians East Borough (“Borough”) has a Finance Department, the head of which shall be the Finance Director; and

**WHEREAS**, the Aleutians East Borough Municipal Code (AEBMC) outlines the appointment – term and the duties of the Finance Director; and

**WHEREAS**, Borough Administration advertised for the Borough Finance Director position and applications were due on June 20, 2022; and

**WHEREAS**, Administration interviewed Jacki Brandell, who has been serving as the Acting Finance Director since March 2022; and

**WHEREAS**, Ms. Brandell meets the requirements of the Finance Director position; therefore, Administration recommends hiring the Acting Finance Director, Jacki Brandell, as the Finance Director; and

**WHEREAS**, if the Assembly approves the appointment, the following terms and conditions would become effective:

1. Type of position: Regular, exempt, full-time, salaried position.
2. Starting date: July 1, 2022
3. Wages and benefits: \$75,000.00

This position includes customary AEB benefits for regular employees (PERS retirement, health coverage for employee with coverage for family members available at employee’s expense, paid holidays, paid vacation, workers’ comp, etc.). The AEB does not participate in social security deduction but a deferred income, retirement benefit is available to all employees.

4. Duties: As described in the AEB's June 1, 2022 job description for the Borough Finance Director.
5. Condition of employment: Ability to be bonded.
6. Employee Handbook: The offer and acceptance, as well as the terms and conditions of employment, are subject to the policies and procedures set forth in the Borough's Employee Handbook. Please review the attached Employee Handbook for personnel policy details.
7. Probationary Period. Per section 3.7.2, due to Ms. Brandell's promotion, she is subject to an additional 90-day probationary period. Per section 3.7.1, the mayor waives Ms. Brandell's probationary period. Ms. Brandell has been the Acting Finance Director since March 6, 2022, which exceeds the 90-day probationary period for this position.

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

Section 1. The Borough Assembly appoints Jacki Brandell, to become the Borough Finance Director.

Section 2. Such appointment shall be made retroactive to July 1, 2022, and the terms and conditions outlined above will become effective.

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

**PASSED AND APPROVED** BY THE ALEUTIANS EAST BOROUGH ASSEMBLY on this 14<sup>th</sup> day of July 2022.

ALEUTIANS EAST BOROUGH, ALASKA

  
\_\_\_\_\_  
Alvin D. Osterback, Mayor

ATTEST:

  
\_\_\_\_\_  
Beverly Rosete, Borough Clerk