

RESOLUTION #20-____
A RESOLUTION SETTING THE OFFICIAL PAY PLAN FOR 2021

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 2020 to become effective January 1, 2021.

Passed and approved this 22nd day of December, 2020.

ATTEST:

Chairperson
 Brookings County Commission

Finance Officer
 Brookings County

| | | |
|--|--------------|----------------------------|
| Brookings County Outdoor Adventure Center | FTE | GRADE |
| Director | 1 | E-10 |
| PT Membership Assistant | 4 (8 @ .5) | N-3 (Step 1 & Step 2 only) |
| Commission Department | FTE | GRADE |
| Commission Department Director | 1 | E-13 |
| County Commissioners | 2.5 (5 @ .5) | Non-graded position |
| Information Technology Support Specialist | 1 | N-10 |
| GIS Technician | 1 | N-9 |
| HR Specialist | 1 | N-8 |
| Information Technology Support Technician | 1 | N-6 |
| Office Coordinator | 1 | N-5 |
| General Maintenance Worker | 1.5 | N-3 |
| County 4-H | FTE | GRADE |
| PT 4-H Program Assistant | 1 (2 @ .5) | N-5 (Step 1 & Step 2 only) |
| County Health | FTE | GRADE |
| Administrative Assistant | 1 | N-4 |
| PT Administrative Assistant | .6 | N-4 (Step 1 & Step 2 only) |
| County Development Department | FTE | GRADE |
| Director | 1 | E-11 |
| Deputy Director | 1 | N-9 |
| Office Manager | 1 | N-5 |
| Equalization Department | FTE | GRADE |
| Director | 1 | E-11 |
| Deputy Director | 1 | N-9 |
| Appraiser | 3 | N-6 |
| Administrative Assistant | 2 | N-4 |

| Finance Department | FTE | GRADE |
|---------------------------|-------------|---------------------|
| Finance Officer | 1 | E-12 |
| Deputy Finance Officer | 1 | N-9 |
| Senior Finance Assistant | 2 | N-7 |
| Finance Assistant II | 1 | N-5 |
| Finance Assistant | 3 | N-4 |
| Temporary Election Worker | 1 (4 @ .25) | Non-graded position |

| Highway Department | FTE | GRADE |
|-----------------------------|---------------------------|--------------|
| Highway Superintendent | 1 | E-13 |
| Lead Foreman | 1 | N-9 |
| Road Foreman | 1 | N-8 |
| Shop Foreman | 1 | N-8 |
| Mechanic, Fabricator/Welder | 1 | N-7 |
| Heavy Equipment Operator | 6 | N-6 |
| Office Manager | 1 | N-5 |
| Equipment Operator | 5 | N-5 |
| Sign Technician | 1 | N-5 |
| Truck Driver | 1 (2 @ .5-split employee) | N-3 |

| Register of Deeds | FTE | GRADE |
|--------------------------|------------|--------------|
| Register of Deeds | 1 | E-11 |
| Deputy Register of Deeds | 1 | N-6 |
| Administrative Assistant | 1 | N-4 |

| Sheriff's Department | FTE | GRADE |
|-----------------------------|---------------------|----------------------------|
| Sheriff | 1 | E-15 |
| Assistant Sheriff | 1 | E-12 |
| Jail Administrator | 1 | E-11 |
| Deputy-Sergeant | 3 | N-10 |
| Deputy | 8 | N-9 |
| Courtroom Sheriff's Deputy | 1 | N-9 |
| Correctional Officer | 7 | N-5 |
| Office Manager | 1 | N-5 |
| Administrative Assistant | 1 | N-4 |
| General Maintenance Worker | .5 | N-3 |
| PT Deputy Sheriff | .5 | N-9 (Step 1 & Step 2 only) |
| PT Correctional Officer | 10 (20 @ .5) | N-5 (Step 1 & Step 2 only) |
| Detention Center Nurse | .85 (1 @.25, 1 @.6) | Non-graded position |
| Animal Control Officer | .25 | Non-graded position |
| Jail Greeter | .5 | Non-graded position |

| State's Attorney | FTE | GRADE |
|----------------------------|------------|---------------------|
| State's Attorney | 1 | E-19 |
| Deputy State's Attorney II | 1 | E-14 |
| Deputy State's Attorney I | 1 | E-10 |
| Legal Assistant | 4 | N-7 |
| Office Manager | 1 | N-5 |
| Intern | .5 | Non-graded position |

Veterans & Human Services Department

Director

FTE

1

GRADE

E-11

Deputy Director

1

N-6

Weed Department

Supervisor

FTE

1

GRADE

E-7

Weed Enforcement Officer

.5

N-4 (Step 1 & Step 2 Only)

Truck Driver

1 (2 @ .5-split employee)

N-3

Seasonal Workers

1 (2 @.5)

N-3 (Step 1 & Step 2 Only)

N=Non-Exempt Position; E=Exempt Position

2021 Wage Ranges

| Pay Grade | Minimum | Mid-Point | Maximum |
|-----------|-----------|-----------|-----------|
| 1 | \$29,417 | \$33,129 | \$37,308 |
| 2 | \$31,624 | \$35,613 | \$40,106 |
| 3 | \$33,995 | \$38,284 | \$43,114 |
| 4 | \$36,545 | \$41,156 | \$46,348 |
| 5 | \$39,286 | \$44,242 | \$49,824 |
| 6 | \$42,232 | \$47,561 | \$53,561 |
| 7 | \$45,400 | \$51,128 | \$57,578 |
| 8 | \$48,805 | \$54,962 | \$61,896 |
| 9 | \$52,465 | \$59,084 | \$66,539 |
| 10 | \$56,400 | \$63,516 | \$71,529 |
| 11 | \$60,630 | \$68,279 | \$76,894 |
| 12 | \$65,177 | \$73,400 | \$82,661 |
| 13 | \$70,066 | \$78,905 | \$88,860 |
| 14 | \$75,321 | \$84,823 | \$95,525 |
| 15 | \$80,970 | \$91,185 | \$102,689 |
| 16 | \$87,042 | \$98,024 | \$110,391 |
| 17 | \$93,571 | \$105,376 | \$118,670 |
| 18 | \$100,588 | \$113,279 | \$127,570 |
| 19 | \$108,133 | \$121,775 | \$137,138 |

Non-Graded Part-Time Positions

| | | |
|---|------------------------|----------|
| E | County Commissioners | \$18,825 |
| N | Detention Center Nurse | \$30.00 |
| N | Animal Control Officer | \$25.83 |
| N | Internships | \$11.00 |
| N | Jail Greeter | \$11.50 |
| N | Temp Election Workers | \$14.00 |