

HABERSHAM COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: CDL License Holders Stipend

DATE: February 3, 2021

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL- \$23,252.40

() OTHER

CAPITAL-

COMMISSION ACTION REQUESTED ON: February 15, 2021

PURPOSE: To obtain Commission approval to implement hourly stipends for CDL License holders in the Roads & Bridges, Public Works and Landfill Departments. The recommended stipend is \$2.00/hour for field employees with a Class A CDL and \$1.50/hour for field employees with a class B CDL

BACKGROUND / HISTORY: In January 2020 we discussed with the Commission the need to increase salaries for CDL license holders since recruiting employees with CDL's has been, and continues to be, extremely arduous. During budget discussions, the matter was not approved due to the forecasted COVID-19 economic downturn. Habersham County has quickly recovered from the COVID-19 recession.

FACTS AND ISSUES:

1. There are 32 field positions in the Public Works Departments, 24 field positions in Roads & Bridges and 8 at the Landfill.
 2. These positions require employees to drive commercial motor vehicles.
 3. Of these 32 field positions only 16, or 50% of the positions are filled by employees with CDL licenses. This is down from 54% in January 2020.
 4. Operations, including routine maintenance and storm response, are being negatively impacted by the shortage of staff who hold CDL licenses.
 5. Recruitment of CDL license holders is difficult due to the lack of pay differential between the positions.
 6. Employees with CDL's will perform added duties and responsibilities as a result of being licensed to operate commercial motor vehicles.
 7. The stipend pay will bring equity in salaries to reflect these additional duties.
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8. The stipend pay will also help to attract and retain qualified employees with CDL licenses.
 9. The additional stipend pay will also serve to motivate current employees to work towards obtaining their CDL license thereby increasing the department's ability to manage work projects more efficiently.
 10. Every field employee in Public Works with a current CDL license will be given a pay increase effective March 5, 2021.
 11. The cost of the stipend will be \$62,400 annually and \$21,600 for the remainder of the fiscal year. (\$23,252.40 with FICA).
 12. Employees with a Class B CDL will receive a \$1.50 per hour pay adjustment.
 13. Employees with a Class A CDL will receive a \$2.00 per hour pay adjustment.
 14. Upon hire, new employees with Class B and Class A CDL licenses will be paid a starting salary with the added stipend.
 15. Below is the current starting pay and the starting pay with added stipends.

Job Title	Grade	Step	Starting Pay	Class A	Class B
Landfill Maintenance Worker	7	A	\$ 10.74	\$12.74	\$12.24
Scalehouse Attendant	9	A	\$ 11.85	\$13.85	\$13.35
Landfill Equipment Operator	10	A	\$ 12.44	\$14.44	\$13.94
Certified Landfill Equipment Operator	12	A	\$ 13.72	\$15.72	\$15.22
Solid Waste Supervisor	16	A	\$ 17.86	\$19.86	\$19.36
Solid Waste Manager	19	A	\$ 20.68	\$22.68	\$22.18

Job Title	Grade	Step	Starting Pay	Class A	Class B
Equipment Operator	10	A	\$ 12.94	\$14.94	\$14.44
Engineer Technician I	12	A	\$ 14.22	\$16.22	\$15.72
Heavy Equipment Operator	12	A	\$ 14.22	\$16.22	\$15.72
Crew Leader	15	A	\$ 17.52	\$19.52	\$19.02
Engineering Technician & Airport Coordinator	16	A	\$ 18.36	\$20.36	\$19.86

OPTIONS:

- 1) Approve the recommended stipend pay for CDL license holders at \$2.00/hour for Class A and \$1.50/hour for Class B.
- 2) Deny the recommended stipend pay for CDL license holders.
- 3) Commission defined alternative.

RECOMMENDED SAMPLE MOTION: Move to approve the CDL License Stipend Pay for Habersham County Public Works employees.

DEPARTMENT:

Prepared by: Vinitha Robinson, *MPA, PHR*

Director: Human Resources

**ADMINISTRATIVE
COMMENTS:** _____

_____ **DATE:** _____

County Manager

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R		
1	DEPT															Worker's Comp Code				
2	0/1	#	Employee	Hire Date	FLSA	Job Title	Grade	Step	Hourly Rate	Annual Salary	Hours		W/C Rate	W/C Fee	FICA= 7.65%	New Hourly Rate	New Annual Salary			
3	1	475	Easters, Shawn	4/7/2014	Exempt	Road Superintendent	21	C	\$ 25.80	\$ 53,664.00	2080	5506	0.0666	\$ 3,574.02	\$ 4,105.30	\$ 27.80	\$ 57,824.00			
4	1	475	Garrett, Jonathan	4/6/2015	Non-Exempt	Assistant Road Superintendent	17	C	\$ 19.92	\$ 41,433.60	2080	5506	0.0666	\$ 2,759.48	\$ 3,169.67	\$ 21.92	\$ 45,593.60			
5	1	475	Chambers, Jim	9/20/2004	Non-Exempt	Crew Leader	15	K	\$ 20.74	\$ 43,139.20	2080	5506	0.0666	\$ 2,873.07	\$ 3,300.15	\$ 22.74	\$ 47,299.20			
6	1	475	Anderson, Bennie	3/27/1995	Non-Exempt	Heavy Equipment Operator	12	FC	\$ 20.26	\$ 42,140.80	2080	5506	0.0666	\$ 2,806.58	\$ 3,223.77	\$ 22.26	\$ 46,300.80			
7	1	475	Carroll, David P	10/15/2019	Non-Exempt	Heavy Equipment Operator	12	A	\$ 14.22	\$ 29,577.60	2080	5506	0.0666	\$ 1,969.87	\$ 2,262.69	\$ 16.22	\$ 33,737.60			
8	1	475	Hamilton, Odell	9/27/2004	Non-Exempt	Heavy Equipment Operator	12	Q	\$ 18.61	\$ 38,708.80	2080	5506	0.0666	\$ 2,578.01	\$ 2,961.22	\$ 20.61	\$ 42,868.80			
9	1	475	Mull, Jay	4/9/2018	Non-Exempt	Heavy Equipment Operator	12	C	\$ 14.70	\$ 30,576.00	2080	5506	0.0666	\$ 2,036.36	\$ 2,339.06	\$ 16.70	\$ 34,736.00			
10	1	475	Mull, Kevin	2/8/2016	Non-Exempt	Heavy Equipment Operator	12	I	\$ 16.26	\$ 33,820.80	2080	5506	0.0666	\$ 2,252.47	\$ 2,587.29	\$ 18.26	\$ 37,980.80			
11	1	475	Roach, Sharon	8/4/2000	Non-Exempt	Administrative Assistant	12	T	\$ 19.58	\$ 40,726.40	2080	8810	0.0047	\$ 191.41	\$ 3,115.57	\$ 19.58	\$ 40,726.40			
12	1	475	Smith, James	5/28/1985	Non-Exempt	Heavy Equipment Operator	12	FC	\$ 21.82	\$ 45,385.81	2080	5506	0.0666	\$ 3,022.69	\$ 3,472.01	\$ 23.82	\$ 49,545.81			
13	1	475	Worley, Hugh	10/29/2018	Non-Exempt	Engineer Technician I	12	D	\$ 14.95	\$ 31,096.00	2080	5506	0.0666	\$ 2,070.99	\$ 2,378.84	\$ 16.45	\$ 34,216.00			
14	1	475	Adams, Kenny	4/9/2018	Non-Exempt	Equipment Operator	10	E	\$ 13.84	\$ 28,787.20	2080	5506	0.0666	\$ 1,917.23	\$ 2,202.22	\$ 13.84	\$ 28,787.20			
15	1	475	Baker, Ronald	4/9/2018	Non-Exempt	Equipment Operator	10	E	\$ 13.84	\$ 28,787.20	2080	5506	0.0666	\$ 1,917.23	\$ 2,202.22	\$ 13.84	\$ 28,787.20			
16	1	475	Chastain, James B	9/13/2006	Non-Exempt	Equipment Operator	10	K	\$ 15.30	\$ 31,824.00	2080	5506	0.0666	\$ 2,119.48	\$ 2,434.54	\$ 16.80	\$ 34,944.00			
17	1	475	Chitwood, Shannon	11/4/2019	Non-Exempt	Equipment Operator	10	B	\$ 13.16	\$ 27,372.80	2080	5506	0.0666	\$ 1,823.03	\$ 2,094.02	\$ 15.16	\$ 31,532.80			
18	1	475	Earls, Timothy	8/11/2020	Non-Exempt	Equipment Operator	10	A	\$ 12.94	\$ 26,915.20	2080	5506	0.0666	\$ 1,792.55	\$ 2,059.01	\$ 12.94	\$ 26,915.20			
19	1	475	Fish, John	2/1/2021	Non-Exempt	Equipment Operator	10	A	\$ 12.94	\$ 26,915.20	2080	5506	0.0666	\$ 1,792.55	\$ 2,059.01	\$ 14.44	\$ 30,035.20			
20	1	475	Garrett, Roy	6/8/2020	Non-Exempt	Equipment Operator	10	A	\$ 12.94	\$ 26,915.20	2080	5506	0.0666	\$ 1,792.55	\$ 2,059.01	\$ 14.44	\$ 30,035.20			
21	1	475	Ivester, Kevin	8/10/2020	Non-Exempt	Equipment Operator	10	A	\$ 12.94	\$ 26,915.20	2080	5506	0.0666	\$ 1,792.55	\$ 2,059.01	\$ 14.94	\$ 31,075.20			
22	1	475	Ketch, Robert	3/25/2019	Non-Exempt	Equipment Operator	10	C	\$ 13.39	\$ 27,851.20	2080	5506	0.0666	\$ 1,854.89	\$ 2,130.62	\$ 13.39	\$ 27,851.20			
23	1	475	McCallister, Gregory	2/1/2021	Non-Exempt	Equipment Operator	10	A	\$ 12.94	\$ 26,915.20	2080	5506	0.0666	\$ 1,792.55	\$ 2,059.01	\$ 12.94	\$ 26,915.20			
24	1	475	Warwick, Duane	8/19/2013	Non-Exempt	Equipment Operator	10	K	\$ 15.30	\$ 31,824.00	2080	5506	0.0666	\$ 2,119.48	\$ 2,434.54	\$ 15.30	\$ 31,824.00			
25	1	475	Dalton, Winferd	6/17/1981	Non-Exempt	Road Maintenance Worker	9	FC	\$ 18.15	\$ 37,752.00	2080	5506	0.0666	\$ 2,514.28	\$ 2,888.03	\$ 18.15	\$ 37,752.00			
26									\$ 374.54	\$ 779,043.41						\$ 402.54	\$ 837,283.41	\$ 58,240.00		
27																		\$ 20,160.00		
																		\$ 21,702.24		

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