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Mark Simlar
Human Resources Director
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MEMO: February 8, 2022

TO: The Honorable Township Board

FROM: Mark Simlar, Human Resources Director 

SUBJECT: Scott Alef/ Community Development Block Grant Coordinator

The Board approved the newly developed position of Community Development Block Grant Coordinator in the 2022 Budget. The position was posted and interviews were conducted by myself, Gary Wall, Township Supervisor and Jeff Polkowski, Superintendent of Planning and Zoning.

Scott Alef was selected to be promoted to this position. Scott has been with the Township since 2019 in the capacity of Planner II. (see attached resume)

It is my recommendation that the Board approve promoting Scott Alef to the position of Community Development Block Grant Coordinator. This position is a Grade 6, Step 2, \$67,004 progressing in 6 months to a Step 3, \$69,436.