

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: June 23, 2023

To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

From: Donna Brown-Martin, Director, Department of Transportation  
Brian Dranzik, Airport Director, Department of Transportation, Airport Division

Subject: From the Director, Department of Transportation and Airport Director, Department of Transportation, Airport Division, requesting the approval to abolish 2 FTE Airport Maintenance Worker Assistant (vacant) at paygrade 10Z1 and create 2 FTE Loading Dock Attendant at paygrade 04Z1.

File Type: Action Report

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**REQUEST**

A request from the Milwaukee County Department of Transportation Airport Division requesting approval to abolish 2 FTE Airport Maintenance Worker Assistant (vacant) at paygrade 10Z1 and create 2 Loading Dock Attendant at 04Z1.

**POLICY**

Wisconsin State Statutes:	59.22
Milwaukee County Code of General Ordinance:	Chapter 1
Specific Adopted Budget:	2023

**BACKGROUND**

Issues surrounding the operations and cleanliness of the dock at Mitchell International Airport has become more persistent amongst county staff and tenants at the airport. All stakeholders use the dock on a frequent basis and rely on its availability to keep their businesses and services operational. Issues have been mounting based on a lack of coordination and ownership which could also lead to security concerns as well. In the interim, this job is currently being covered by a rotation of existing Airport Maintenance Worker Assistant employees. This action creates two new permanent positions to address the above stated concerns and will aid in provided a more efficient, and secure operation.

Related File No's:	Not Applicable
Associated File No's (Including Transfer Packets):	Not Applicable
Previous Action Date(s):	Not Applicable

**ALIGNMENT TO STRATEGIC PLAN**

3B: Enhance the County's fiscal health and sustainability

**FISCAL EFFECT**

The increase in expense from the requested action will be absorbed within the Airport operating budget utilizing available aeronautical and non-aeronautical revenue.

<u>Action</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Abolish	Airport Maintenance Worker Assistant	10Z1	\$30,222.40 - \$40,393.60
Create	Loading Dock Attendant	04Z1	\$35,276.80 – \$44,969.60

**ATTACHMENTS:**

A Fiscal Note and Resolution accompany this Report.

**VIRTUAL MEETING INVITES:**

Brian Dranzik, Airport Director, Department of Transportation, Airport Division.  
Donna Brown-Martin, Director, Department of Transportation

**PREPARED BY:**

Ryan Collins, Director of Operations and Maintenance, MCDOT - Airport Division.

**APPROVED BY:**

Donna Brown-Martin, Director, Department of Transportation

**ATTACHMENTS:**

Departmental Resolution  
Departmental Fiscal Note  
DHR Report  
Job Evaluation Questionnaire  
OSBP Report

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors  
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk