

5.15 Mandatory Water Certifications

c) Water Distribution and Wastewater Collection Certification Policy

Employees assigned to Water Distribution and/or Wastewater Collection positions must obtain and maintain all state-required certifications applicable to their job duties as a condition of continued employment.

Required Certifications

Water Distribution

Class 1 – Systems serving up to 1,500 persons

Class 2 – Systems serving 1,501–15,000 persons

Wastewater Collection

Class 1 – Systems serving up to 1,500 persons

Class 2 – Systems serving 1,501–15,000 persons

Compensation Incentive

Employees will receive a \$0.50 per hour increase for each certification (listed above) earned, up to four (4) certifications. Increases are cumulative with maximum incentive: \$2.00 per hour.

Pay adjustments take effect the first full pay period following certificate submission/verification and approved by City Commission.

Failure to Obtain or Maintain Certification

Failure to obtain required certifications within established timeframes, or failure to maintain them in good standing, may result in disciplinary action including removal from assignment, wage reduction to remove incentive, reassignment to a qualified vacant position and/or termination.

Eligibility and Administration

Certifications must be issued by the appropriate state regulatory authority.

Employees are responsible for maintaining required continuing education.

Proof of certification and renewal must be submitted to Finance Office.

The City reserves the right to interpret and amend this policy as needed to ensure regulatory compliance and operational effectiveness.