



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: April 27, 2026
Department: Administrative Services
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Human Resources Manager Haley Thore

ITEM TO BE CONSIDERED

Subject: Classification and Pay Amendment

Attachments:

Pay Schedule

Summary:

Currently there are no employees classified as the chief wastewater plant operator. Deputy Utilities Director – Water Treatment Jeff Mahagan has been serving in this role. It is unsustainable for Jeff to continue to serve as the chief operator in addition to his other regular duties. Due to the current needs of the Wastewater Treatment Plant, it's recommended that the chief wastewater plant operator be combined with the laboratory supervisor classification. This provides more succession to be built within the plant and allows growth opportunities for current employees. The current laboratory supervisor would be promoted to the laboratory supervisor/chief operator position adding additional supervisory responsibilities. Since the current laboratory supervisor will be taking on additional duties, this gives wastewater plant operators an opportunity to serve as the laboratory technician working under the laboratory supervisor/chief operator. Any level operator (I, II, or III) will be given the opportunity to serve as the laboratory technician. An operator assigned as the laboratory technician will receive additional pay with their salary remaining within the salary range of the applicable classification of operator I, II or III.

Due to the higher level of knowledge, skills and responsibilities required, it's proposed to place the wastewater laboratory supervisor/chief plant operator in grade 14. The laboratory supervisory classification and the chief wastewater plant operator are both currently in grade 13 with a salary range of \$66,554 - \$106,487. Combining the laboratory supervisor and chief operator classifications and placing it in grade 14 will increase the salary range to \$69,715 - \$111,545.

Financial impacts:

5% salary increase for the current employee in the laboratory supervisor position.

2.5% increase for a current wastewater plant operator who will be assigned as the laboratory technician.

Staff recommendation and comments:

Approve attached pay schedule.

Action requested:

Approve attached pay schedule.