



May 24, 2023

The Petersburg Borough is expecting to see some significant turnover in our Department Head ranks over the next several years. This includes the Utility Director position. To mitigate the impact on the Borough's operations, I am requesting permission to add an additional Department Head level position; the Assistant Utility Director.

This position would be tasked with working alongside Karl Hagerman for the next year or two to manage projects, and train in the Water, Wastewater and Electric Departments. This position would have a starting salary of around \$105,000 annually, and I would expect this position to transition to the Utility Director when Karl retires in a couple of years.

For your review, I have included a copy of the job description we have developed for this position. When Karl retires, we will lose a tremendous amount of institutional knowledge, and this step will allow the Borough to capture some of this information.

Thank you for your consideration and please let me know if you need additional information.

Stephen Giesbrecht  
Borough Manager