

DPW – Street/Solid Waste Division

To: Mayor Stocks and Finance Committee Members

From: Stacy Winkelman

Date: June 30, 2025

Subject: Solid Waste Foreman

Background

The former solid waste foreman was terminated from the City of Watertown's employment on April 17th of this year. We discussed this position among the leadership team and decided we should fill the position from within the Division. This was advertised internally, and we had one employee, Wayne Boyd, apply. Wayne is a 25-plus year employee of the Division and has expert knowledge of the solid waste division. Due to this long career, Wayne will need to be moved to a step 6 to align with the policy of a 5% increase for one grade promotion.

Budget Goal

17-58-17-10.

Financial Impact

This is at the same rate that the previous foreman was at, so it is already budgeted accordingly.

Recommendation

I recommend the promotion of current solid waste team member Wayne Boyd to the solid waste foreman position at a grade H step 6. The effective start date would be July 9, 2025.

2025 Operational Goals

The purpose of our operational goals is to identify, prior to the budgeting process, what work the city intends to achieve in 2025. The goals should align with our mission. Not only will the operational goals inform budget prioritization, but they will also guide the creation of the 2025 Department Work Plans.

Present a budget that (in no particular order):

1. Invests in the strategic planning and maintenance of our city buildings
2. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
3. Supports employee retention and growth, while also evaluating operations and the associated staffing
4. Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities
5. Maintains a safe and healthy community, with an eye toward future needs and trends



Candidate Selection Form

With the guidance of the Recruitment Policy and expectations noted in the approved Request to Fill, the candidate below has been identified to fill the need listed below for the City of Watertown.

POSITION TITLE Solid Waste Foreman DEPARTMENT DPW - Street/Solid Waste # OF APPLICANTS: 1

FT ☒ PT ☐ SALARY ☐ HOURLY ☐ Days Posted: 7 Incumbent: Christopher LaCombe

☐ NEW POSITION ☒ REPLACEMENT OPENING FINANCE COMMITTEE APPROVAL REQUIRED: ☒ Y / ☐ N
(See Recruitment Policy)

Reason for Opening:

Employee Terminated

Justification for fill:

This is a working foreman position, therefore assistance on the crew on routes as well as leadership duties. This position is needed to keep day to day accountability of solid waste crew.

Top Candidate Name: Wayne Boyd Recommended Grade/Step/\$ 27.63 H6

Qualifications:

Wayne is a 25 year veteran of this division and solid waste crew. His vast knowledge of the routes, equipment, citizens and staff will serve the position well.

First Alternate Name: _____ Recommended Grade/Step/\$ _____

Qualifications:

Second Alternate Name: _____ Recommended Grade/Step/\$ _____

Qualifications:

Comments:

Supervisor Signature/Date

Department Head Signature/Date

Human Resources

- ☐ References Completed
☐ Background Check Completed
☐ Permission for Screening Received
☐ Grade, Step, and Years of Service
☐ Contingent Offer Drafted

HR Signature _____ Date _____

Finance Director Signature _____ Date _____

Mayor Signature _____ Date _____

Final Approval

Grade ____ Step ____ Vacation ____

Finance Committee(as required) ____

Effective Date: _____

Step Plan

Pay ranges under the step plan are designed to advance pay within the range by increments of experience in the employees' present position and the employee receiving a successful annual performance evaluation rating. Each pay range is divided into 11 steps with the midpoint or market /control point at Step 6.

Employees who receive a performance review rating of "meeting expectations" or better may be eligible to receive a step increase on January 1 of the following year. No employee's pay shall exceed the maximum (Step 11) of the recommended pay range for the employee's present position.

Employees may also be eligible for general economic adjustment equal to that applied to the plan structure to keep it market competitive (see section on [Determining Annual Pay Structure](#)).

Existing Employees as of January 1, 2014

Employees whose pay was below the minimum of the pay range were brought to the minimum of the range on January 1, 2014. Employees whose pay was between the minimum and maximum of the pay range were placed at the next step that provided a pay increase. Employees whose pay was above the recommended maximum of their pay range as of January 1, 2014 had their pay red-circled until such time that the pay structure is adjusted to a point where the employee's pay rate falls below the maximum of the recommended pay range. At that time, the employee may then be considered as eligible for pay increases.

Compensation Policies

Compensation upon Promotion

Employees being promoted one salary grade will be considered for an increase of not less than a 5% adjustment to his/her current wage and the calculated rate will be placed at the next closest step on the new pay range or be brought to the minimum of the new pay range, whichever is greater. An employee being promoted two or more salary grades will be considered for an increase of not less than 8% of the employee's current wage and the calculated wage will be placed at the next closest step on the new pay range or be brought to the minimum of the new range, whichever is greater. In no case will a promotional increase allow the employee to earn a salary above the established range maximum.

In addition, should the City promote an employee utilizing the 5%/8% rules and such calculations result in the newly promoted employee earning a base wage greater than an existing incumbent, the City may then increase the pay rate(s) of the incumbent(s) in the same job one rate higher than the newly promoted employee in order to maintain internal equity.

If the City promotes an employee from a position covered by a Public Safety Bargaining Agreement salary schedule, the average prior year gross pay for the rank of employees from which the City is promoting will be calculated excluding outliers such as an employee with a much greater amount of overtime than others or a new Sergeant not yet at the maximum of the pay grade. The calculated average will be multiplied by 108% and the resulting calculated wage will be placed at the next closest step on the new pay range or be brought to the minimum of the new range, whichever is greater.

CITY OF WATERTOWN

PAY TABLE EFFECTIVE: 1/1/2025 - HOURLY FORMAT (2080 HOURS)

1.50% COLA increase from 2024

Grade	Control Point										
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Y	\$67.31	\$69.44	\$71.37	\$73.30	\$75.22	\$77.15	\$79.08	\$81.01	\$82.94	\$84.87	\$86.80
X	\$63.47	\$65.28	\$67.10	\$68.91	\$70.72	\$72.54	\$74.35	\$76.17	\$77.98	\$79.79	\$81.61
W	\$59.44	\$61.14	\$62.84	\$64.54	\$66.23	\$67.93	\$69.63	\$71.33	\$73.03	\$74.73	\$76.42
V	\$55.41	\$57.00	\$58.58	\$60.16	\$61.74	\$63.33	\$64.91	\$66.49	\$68.08	\$69.66	\$71.24
U	\$51.38	\$52.85	\$54.32	\$55.79	\$57.25	\$58.72	\$60.19	\$61.66	\$63.13	\$64.60	\$66.06
T	\$48.35	\$49.74	\$51.12	\$52.50	\$53.88	\$55.26	\$56.64	\$58.02	\$59.41	\$60.79	\$62.17
S	\$46.34	\$47.67	\$48.99	\$50.32	\$51.64	\$52.96	\$54.29	\$55.61	\$56.94	\$58.26	\$59.58
R	\$44.33	\$45.60	\$46.87	\$48.13	\$49.40	\$50.67	\$51.93	\$53.20	\$54.47	\$55.73	\$57.00
Q	\$42.30	\$43.51	\$44.72	\$45.93	\$47.14	\$48.35	\$49.56	\$50.77	\$51.97	\$53.18	\$54.39
P	\$40.29	\$41.45	\$42.60	\$43.75	\$44.90	\$46.05	\$47.20	\$48.35	\$49.50	\$50.66	\$51.81
O	\$38.28	\$39.38	\$40.47	\$41.57	\$42.66	\$43.75	\$44.85	\$45.94	\$47.04	\$48.13	\$49.22
N	\$36.26	\$37.29	\$38.33	\$39.36	\$40.40	\$41.44	\$42.47	\$43.51	\$44.54	\$45.58	\$46.62
N (2912 Hrs) Battalion Chief	\$25.90	\$26.64	\$27.38	\$28.12	\$28.86	\$29.60	\$30.34	\$31.08	\$31.82	\$32.56	\$33.30
M	\$34.25	\$35.22	\$36.20	\$37.18	\$38.16	\$39.14	\$40.12	\$41.10	\$42.07	\$43.05	\$44.03
M (2053 Hrs) Sgt	\$34.70	\$35.69	\$36.68	\$37.67	\$38.66	\$39.65	\$40.64	\$41.64	\$42.63	\$43.62	\$44.61
L	\$32.24	\$33.16	\$34.08	\$35.00	\$35.92	\$36.84	\$37.76	\$38.68	\$39.60	\$40.52	\$41.45
K	\$30.23	\$31.09	\$31.95	\$32.82	\$33.68	\$34.54	\$35.41	\$36.27	\$37.13	\$38.00	\$38.86
J	\$28.20	\$29.00	\$29.81	\$30.61	\$31.42	\$32.23	\$33.03	\$33.84	\$34.64	\$35.45	\$36.25
I	\$26.19	\$26.94	\$27.68	\$28.43	\$29.18	\$29.93	\$30.68	\$31.42	\$32.17	\$32.92	\$33.67
H	\$24.18	\$24.87	\$25.56	\$26.25	\$26.94	\$27.63	\$28.32	\$29.01	\$29.70	\$30.39	\$31.08
G	\$22.16	\$22.79	\$23.42	\$24.06	\$24.69	\$25.32	\$25.96	\$26.59	\$27.22	\$27.86	\$28.49
F	\$20.14	\$20.71	\$21.29	\$21.86	\$22.44	\$23.02	\$23.59	\$24.17	\$24.74	\$25.32	\$25.89
E	\$18.63	\$19.17	\$19.70	\$20.23	\$20.76	\$21.29	\$21.83	\$22.36	\$22.89	\$23.42	\$23.96
D	\$17.62	\$18.13	\$18.63	\$19.13	\$19.64	\$20.14	\$20.64	\$21.15	\$21.65	\$22.15	\$22.66
C	\$16.61	\$17.09	\$17.56	\$18.04	\$18.51	\$18.99	\$19.46	\$19.94	\$20.41	\$20.89	\$21.36
B	\$15.61	\$16.06	\$16.51	\$16.95	\$17.40	\$17.84	\$18.29	\$18.74	\$19.18	\$19.63	\$20.07
A	\$10.07	\$10.36	\$10.64	\$10.93	\$11.22	\$11.51	\$11.80	\$12.08	\$12.37	\$12.66	\$12.95

$$\begin{aligned}
 G7 &= 25.96 \\
 590 &= 1.30 \\
 \hline
 & \$27.26
 \end{aligned}$$

H6 Closest Step = \$27.63