

To: Mayor McFarland & Members of the Finance Committee
From: Peter Hartz – Water Systems Manager

07/16/2024

Re: Water Systems agenda items for Finance committee meeting 07/22/2024

Dear Mayor McFarland & Committee Members:

Water Systems agenda item:

1.) Review and take possible action – approve lab manager job position pay at Grade M

Following up from our Finance meeting on June 4, 2024, I wanted to share the review comments we received from Cottingham & Butler (formerly Carlson Dettmann) regarding the market assessment of the Wastewater Lab Manager position.

Based on their analysis, the recommendation is to reclassify the job to Grade M. This adjustment aligns with market expectations and ensures competitiveness when we post the open position. It's important to note that the current job description remains accurate and does not need any additional changes.

Please note that the wastewater budget can support this change, and does not need a budget amendment, due in part to having the summer helper position vacant but budgeted in 2024 along with the retirement of the incumbent employee.

Thank you for your attention to this matter. Should you have any questions, or need further clarification please don't hesitate to reach out to me.

Best regards,

Peter Hartz
Watertown Water Systems