

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

05/17/2023

Re: Water System agenda items for Finance committee meeting 05/22/2023

Dear Mayor McFarland & Committee Members:

**Water Systems agenda item:**

1. Review and take action - approve one-step adjustment for Rick Jirsa to Grade K Step 7.
  - Rick Jirsa of the wastewater team has met the requirements for one additional step in the pay plan based on obtaining the certification offered by the Wisconsin Department of Natural Resources. This step would be retroactive to April 11, 2023, the approved 2023 budget supports this step.
    - Rick Jirsa – Grade K Step 6 (\$33.53/hr.) to a Grade K Step 7 (\$34.37/hr.)
2. Review and take action - approve one-step adjustment for Brad Bertel to Grade G Step 4.
  - Brad Bertel of the water team has met the requirements for one additional step in the pay plan based on obtaining the certification offered by the Wisconsin Department of Natural Resources. This step would be retroactive to March 01, 2023, the approved 2023 budget supports this step.
    - Brad Bertel – Grade G Step 3 (\$22.74/hr.) to a Grade G Step 4 (\$23.35/hr.)

If anyone has any questions, please feel free to contact me anytime.

Sincerely,

*Peter Hartz*  
Watertown Water Systems