

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

06/03/2024

Re: Water Systems agenda items for Finance committee meeting 06/10/2024

Dear Mayor McFarland & Committee Members:

Water Systems agenda item:

1. Review and take action – accept U.S. Department of Energy grant and enter into the business agreement with Energywerx.

Background, last December 19, 2023, the finance committee approved applying for The U.S. Department of Energy (DOE), in collaboration with its Partnership Intermediary, ENERGYWERX, to receive grants of up to \$300,000, at 50% cost share, this grant will improve energy and material efficiency, and reduce emissions at the Watertown Wastewater Treatment Plant.

On April 1, 2024, we were notified that Watertown was going to be awarded the 50/50 grant for a solar array project that could be sized accordingly to power the new biosolids dryer. We initially applied for the grant related to a combined heat and power engine (biogas engine), but ultimately were awarded a grant for the solar array, something that was identified on the UW-Milwaukee industrial energy assessment.

On May 14, 2024, the Public Works Commission approved accepting the 50/50 grant for a solar array if moving forward on the biosolids dryer project, the project awarded by EnergyWerx was noted as for \$100,000, or up to ½ the updated project cost up to \$300,000. We are currently working with Mead-Hunt on obtaining updated quotes for a solar array to pair with the biosolids dryer project.

2. Review and take possible action –wastewater lab manager job description and position review

Identified in 2023 in our recruitment efforts was a pending retirement of our wastewater laboratory manager. The water systems incumbent employee, my assistant and I believe this job was not properly placed when adjusted in January of 2021. As part of the recruitment plan for retirement Tim and I have been communicating with other wastewater facilities and are finding that our pay for this position is lower than the average in general. Other than my position and the assistant manager, no other job for the utilities mentions a requirement of a bachelor's degree listed in the job description.

Attached is the job description, and the job description qualification form (JDQ), that includes the information to explain the job and its responsibilities.

Thank you for your consideration and if anyone has any questions, please feel free to contact me anytime.

Sincerely,

Peter Hartz
Watertown Water Systems