

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Reclassifications of the Drain Maintenance Worker III to the Stormwater Operator, Wastewater Superintendent, Accounting Supervisor and Senior Accountant – Drain Office

- WHEREAS,** the Drain Office requested the review of the Drain Maintenance Worker III position and to be renamed the **Stormwater Operator**; and
- WHEREAS,** the **Stormwater Operator** position is responsible for the overall maintenance of county drainage systems. This position also serves as a secondary equipment operator and primary operator of a Vactor truck, which requires a commercial driver's license. Work involves cleaning, maintenance, and replacement of stormwater drainage infrastructure. Responsible for the lead maintenance of all necessary equipment; and
- WHEREAS,** MGT Consulting Services, LLC. has reviewed this position and has determined that it should be reclassified at a grade 7 of the nonunion pay scale; and
- WHEREAS,** the Drain Office requested the review of the **Wastewater Superintendent** position; and
- WHEREAS,** the **Wastewater Superintendent** position is responsible for managing the field operations for Livingston County's sanitary sewer treatment and collection systems. Responsibilities include supervising the wastewater field crew, coordinating and directing daily activities, identifying system needs, prioritizing system improvements, and communicating with contractors and developers on current and future projects. Works collaboratively with the Deputy Drain Commissioner to communicate issues regarding wastewater system operations; and
- WHEREAS,** MGT Consulting Services, LLC. has reviewed this position and has determined that it should be reclassified at a grade 11 of the nonunion pay scale; and
- WHEREAS,** the Drain Office requested the review of the **Senior Accountant** position; and
- WHEREAS,** the **Senior Accountant** position is responsible for complex accounting work in compliance with all accounting standards, laws, and regulations. Responsibilities include auditing, analyzing, and managing financial transactions related to all established county drains under the Michigan Drain Code (Act 40 of the Public Acts of 1956, as amended), all projects undertaken by the Livingston County Department of Public Works, and all projects involving lakes that are undertaken by the County Board of Commissioners (Parts 307 and 309 of the Natural Resources and Environmental Protection Act, Act 451 of the P.A. of 1994, as amended); and
- WHEREAS,** MGT Consulting Services, LLC. has reviewed this position and has determined that it should be reclassified at a grade 10 of the nonunion pay scale; and
- WHEREAS,** the Drain Office requested the reclassify the **Accounting Bookkeeper** position to an existing position **Accounting Supervisor**; and
- WHEREAS,** MGT Consulting Services, LLC. has previously reviewed this position and has determined that it should be classified at a grade 9 of the nonunion pay scale; and
- WHEREAS,** there are sufficient funds in the Drain Office budget to cover the increased costs.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners Personnel Subcommittee hereby approves the pay grade for the reclassification of the Drain Maintenance Worker III to the Stormwater Operator at Grade 7 of the nonunion wage scale.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners Personnel Subcommittee hereby approves the pay grade for the reclassification of the Wastewater Superintendent at Grade 11 of the nonunion wage scale.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners Personnel Subcommittee hereby approves the pay grade for the reclassification of the Drain – Accounting Bookkeeper to Accounting Supervisor at Grade 9 of the nonunion wage scale.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners Personnel Subcommittee hereby approves the pay grade for the reclassification of the Drain - Senior Accountant at Grade 10 of the nonunion wage scale.

Position #	Description	Group	Grade	FTE	Status
27500104	WASTEWATER SUPERINTENDENT	NU	9	1.00	A
27500116	ACCOUNTING SUPERVISOR	NU	9	1.00	A
27500117	ACCOUNTING BOOKEEPER	NU	7	1.00	A
27500115	DRAIN MAINT WORKER III	NU	5	1.00	A
27500114	DRAIN MAINT WORKER III	NU	5	1.00	A

PROPOSED:

Position #	Description	Group	Grade	FTE	Status
27500104	WASTEWATER SUPERINTENDENT	NU	11	1.00	A
27500116	SENIOR ACCOUNTANT	NU	10	1.00	A
27500117	ACCOUNTING SUPERVISOR	NU	9	1.00	A
27500115	STORMWATER OPERATOR	NU	7	1.00	A
27500114	STORMWATER OPERATOR	NU	7	1.00	A

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MOVED:
SECONDED:
CARRIED:

NOTE: Per Board of Commissioner's policy, this job analysis needs only Personnel Subcommittee approval and does not need to move forward to any other committee.