



City of Elkins

Special Call Sanitary Board Meeting

November 1, 2023
9:00 AM
401 Davis Avenue
Council Chamber, 2nd Floor

Special Call Meeting-One Time Event

AGENDA

1. **Call to order and roll call**
2. **Public comment**
3. **New business**
 - a. Creation of CSO Inspector/Pretreatment Coordinator Position within Wastewater Step/Grade Classification
4. **Announcements**
5. **Adjournment**



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	November 1, 2023
Section:	New business
Category:	Action Item
Agenda Item Name:	Creation of CSO Inspector/Pretreatment Coordinator Postion within Wastewater Step/Grade Classification
Recommended By:	Whitney L. Hymes-Wastewater Superintendent/Chief Operator
Summary:	Addition of new CSO Inspector/Pretreatment Coordinator position to the adopted Sanitary Board Step and Grade Classification Plan
Fiscal Impact:	
Recommendation:	
Attachments:	1. Sanitary Board Step Grade Classification Assignment ADDITION 11-2023 2 2. Sanitary Board Step Grade Classification Assignment ADDITION 11-2023

grade	Collection	Plant
1		
2	Wastewater Collection Technicain I	
3	Wastewater Collection Technician II	Wastewater Operator-In-Training (OIT) CSO Inspector/Pretreatment Coordinator
4	Wastewater Collection Technician III	Class I Wastewater Operator
5		Class II Wastewater Operator
6	Wastewater Collection Assistant Supervisor	Class III Wastewater Operator
7		Class IV Wastewater Operator
8		
9	Wastewater Collection Supervisor	
10		Assistant Wastewater Superintendent/Chief Operator
11		
12		Wastewater Superintendent/Chief Operator
13		
14		
15		

Elkins Sanitary Board Grade/Step Salary Schedule

	min pay	\$27,297.19	\$28,935.02	\$30,671.12	\$32,511.39	\$34,462.07	\$36,529.79	\$38,721.58	\$41,044.88	\$43,507.57	\$46,118.02	\$48,885.11	\$51,818.21	\$54,927.31	\$58,222.94	\$66,956.38
	min hr. rate	\$13.12	\$13.91	\$14.75	\$15.63	\$16.57	\$17.56	\$18.62	\$19.73	\$20.92	\$22.17	\$23.50	\$24.91	\$26.41	\$27.99	\$32.19
	max pay	\$34,660.19	\$36,739.80	\$38,944.18	\$41,280.84	\$43,757.69	\$46,383.15	\$49,166.14	\$52,116.10	\$55,243.07	\$58,557.65	\$62,071.11	\$65,795.38	\$69,743.10	\$73,927.69	\$85,016.84
	max hr. rate	\$16.66	\$17.66	\$18.72	\$19.85	\$21.04	\$22.30	\$23.64	\$25.06	\$26.56	\$28.15	\$29.84	\$31.63	\$33.53	\$35.54	\$40.87
	grade															
steps		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	0.0%	\$13.12	\$13.91	\$14.75	\$15.63	\$16.57	\$17.56	\$18.62	\$19.73	\$20.92	\$22.17	\$23.50	\$24.91	\$26.41	\$27.99	\$32.19
2	1.0%	\$13.25	\$14.05	\$14.89	\$15.79	\$16.73	\$17.74	\$18.80	\$19.93	\$21.13	\$22.39	\$23.74	\$25.16	\$26.67	\$28.27	\$32.51
3	1.0%	\$13.39	\$14.19	\$15.04	\$15.94	\$16.90	\$17.92	\$18.99	\$20.13	\$21.34	\$22.62	\$23.97	\$25.41	\$26.94	\$28.55	\$32.84
4	1.0%	\$13.52	\$14.33	\$15.19	\$16.10	\$17.07	\$18.09	\$19.18	\$20.33	\$21.55	\$22.84	\$24.21	\$25.67	\$27.21	\$28.84	\$33.17
5	1.0%	\$13.66	\$14.48	\$15.34	\$16.27	\$17.24	\$18.28	\$19.37	\$20.53	\$21.77	\$23.07	\$24.46	\$25.92	\$27.48	\$29.13	\$33.50
6	1.0%	\$13.79	\$14.62	\$15.50	\$16.43	\$17.41	\$18.46	\$19.57	\$20.74	\$21.98	\$23.30	\$24.70	\$26.18	\$27.75	\$29.42	\$33.83
7	1.0%	\$13.93	\$14.77	\$15.65	\$16.59	\$17.59	\$18.64	\$19.76	\$20.95	\$22.20	\$23.54	\$24.95	\$26.45	\$28.03	\$29.71	\$34.17
8	1.0%	\$14.07	\$14.91	\$15.81	\$16.76	\$17.76	\$18.83	\$19.96	\$21.16	\$22.43	\$23.77	\$25.20	\$26.71	\$28.31	\$30.01	\$34.51
9	1.0%	\$14.21	\$15.06	\$15.97	\$16.93	\$17.94	\$19.02	\$20.16	\$21.37	\$22.65	\$24.01	\$25.45	\$26.98	\$28.60	\$30.31	\$34.86
10	1.0%	\$14.35	\$15.21	\$16.13	\$17.09	\$18.12	\$19.21	\$20.36	\$21.58	\$22.88	\$24.25	\$25.70	\$27.25	\$28.88	\$30.61	\$35.21
11	1.0%	\$14.50	\$15.37	\$16.29	\$17.27	\$18.30	\$19.40	\$20.56	\$21.80	\$23.11	\$24.49	\$25.96	\$27.52	\$29.17	\$30.92	\$35.56
12	1.0%	\$14.64	\$15.52	\$16.45	\$17.44	\$18.48	\$19.59	\$20.77	\$22.02	\$23.34	\$24.74	\$26.22	\$27.79	\$29.46	\$31.23	\$35.91
13	1.0%	\$14.79	\$15.68	\$16.62	\$17.61	\$18.67	\$19.79	\$20.98	\$22.24	\$23.57	\$24.98	\$26.48	\$28.07	\$29.76	\$31.54	\$36.27
14	1.0%	\$14.94	\$15.83	\$16.78	\$17.79	\$18.86	\$19.99	\$21.19	\$22.46	\$23.81	\$25.23	\$26.75	\$28.35	\$30.05	\$31.86	\$36.64
15	1.0%	\$15.09	\$15.99	\$16.95	\$17.97	\$19.04	\$20.19	\$21.40	\$22.68	\$24.04	\$25.49	\$27.02	\$28.64	\$30.35	\$32.18	\$37.00
16	1.0%	\$15.24	\$16.15	\$17.12	\$18.15	\$19.24	\$20.39	\$21.61	\$22.91	\$24.28	\$25.74	\$27.29	\$28.92	\$30.66	\$32.50	\$37.37
17	1.0%	\$15.39	\$16.31	\$17.29	\$18.33	\$19.43	\$20.59	\$21.83	\$23.14	\$24.53	\$26.00	\$27.56	\$29.21	\$30.96	\$32.82	\$37.75
18	1.0%	\$15.54	\$16.47	\$17.46	\$18.51	\$19.62	\$20.80	\$22.05	\$23.37	\$24.77	\$26.26	\$27.83	\$29.50	\$31.27	\$33.15	\$38.12
19	1.0%	\$15.70	\$16.64	\$17.64	\$18.70	\$19.82	\$21.01	\$22.27	\$23.60	\$25.02	\$26.52	\$28.11	\$29.80	\$31.59	\$33.48	\$38.50
20	1.0%	\$15.85	\$16.81	\$17.81	\$18.88	\$20.02	\$21.22	\$22.49	\$23.84	\$25.27	\$26.79	\$28.39	\$30.10	\$31.90	\$33.82	\$38.89
21	1.0%	\$16.01	\$16.97	\$17.99	\$19.07	\$20.22	\$21.43	\$22.72	\$24.08	\$25.52	\$27.05	\$28.68	\$30.40	\$32.22	\$34.16	\$39.28
22	1.0%	\$16.17	\$17.14	\$18.17	\$19.26	\$20.42	\$21.64	\$22.94	\$24.32	\$25.78	\$27.32	\$28.96	\$30.70	\$32.54	\$34.50	\$39.67
23	1.0%	\$16.34	\$17.32	\$18.35	\$19.46	\$20.62	\$21.86	\$23.17	\$24.56	\$26.04	\$27.60	\$29.25	\$31.01	\$32.87	\$34.84	\$40.07
24	1.0%	\$16.50	\$17.49	\$18.54	\$19.65	\$20.83	\$22.08	\$23.40	\$24.81	\$26.30	\$27.87	\$29.55	\$31.32	\$33.20	\$35.19	\$40.47
25	1.0%	\$16.66	\$17.66	\$18.72	\$19.85	\$21.04	\$22.30	\$23.64	\$25.06	\$26.56	\$28.15	\$29.84	\$31.63	\$33.53	\$35.54	\$40.87

*1.15% increase from grade 14 - 15
*1.06 increase between all other grades, 1-14