

AN ORDINANCE CREATING THE EMPLOYMENT POSITION OF WATER OPERATOR, DEFINING ITS DUTIES, AND ESTABLISHING ITS COMPENSATION

BE IT ORDAINED BY THE SOUTH SANGAMON WATER COMMISSION, AS FOLLOWS:

SECTION 1: The Employment Position of Water Operator is hereby created.

The Water Operator shall exercise the duties and services and have the qualifications as contained on Exhibit "A" which is incorporated herein.

SECTION 2: The salary of the Water Operator shall be \$ _____ per annum, payable in installments twice monthly and subject to annual review . In addition, the Water Operator shall be entitled to a vacation and benefits package as agreed to by the parties or as established by the Commission, as amended from time to time, and including participation in IMRF.

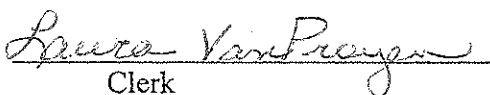
SECTION 3: The Water Operator shall be appointed by and shall serve at the pleasure of the Commission.

SECTION 4: This Ordinance is effective immediately. PASSED this 20th day of August, 2018.



CHAIRMAN

ATTEST:


Clerk

AYES: Hall, Morris, Bierre
NAYS: none
PASSED: 8/20/2018
APPROVED: 8/20/2018
ABSENT: none

SOUTH SANGAMON WATER COMMISSION

WATER OPERATOR POSITION

SUMMARY: Under basic supervision of the plant manager (to be hired) to operate, maintain, and perform preventative maintenance on Commission pumps, wells, tanks, water treatment facilities and related equipment; perform duties related to water quality, including water quality sampling, and Cross Connection Control programs; and perform related work as assigned.

PLANT DESCRIPTION:

The South Sangamon Water Commission is a well supplied system classified as a water supply under the influence. The plant provides iron and manganese removal and softening to the water supply. The well field supplies raw water to a ground storage tank at the plant. Sodium permanganate is added to the raw water upstream of the tank to oxidize iron and manganese. The raw water passes through an induced draft aerator before being allowed to react in a ground storage tank at the plant site. The water is then filtered through a prefilter and three microfiltration membrane banks. The treated water then passes through zeolite softeners. Chlorine and fluoride are added prior to the clearwell. A current project will add the addition of an ammonium sulfate feed system to feed chloramines instead of free chlorine to the system. Water is pumped to a ground storage tank on the east side of Chatham which in turn feeds water to Chatham and New Berlin. There are customers along the transmission main as well as wholesale customers consisting of EJ Water and Curran Gardner.

ESSENTIAL FUNCTIONS:

- Maintain a Class A operator's license with the State of Illinois and serve as the Commission's IEPA operator of record for the water plant.
- Inspect, operate, test and maintain a variety of water well and pumping equipment, water storage facilities, and water treatment plant facilities including pumps air compressors, telemetry system, pipe systems, water storage tanks, chemicals, and equipment associated with water treatment and pressure vessels.
- Collect water samples required for the operation and maintenance of the plant as well as collect and send samples required through the plant's IEPA operating permit.
- Record and log a variety of readings.
- Perform flushing operations as needed on the Commission's raw water and transmission mains.
- Respond to customer water quality inquiries.
- Maintain and ensure the adequate supply of water in the Commission's water system.
- Requisition parts and supplies; maintain records and prepare reports; read and interpret drawings and diagrams.
- Perform routine maintenance on the membrane system including identifying leaks, chemically treating the membranes, replacing cartridges, and scheduling major repairs.
- Maintain communication with the Commission board, member communities and customers served by the commission.

OUTSIDE SERVICES:

The commission does not own major construction equipment. Repairs such as main breaks, service leaks, well cleaning, well pump removal and repair, major piping repairs, and changes in programming to the plant's SCADA system will be performed by outside contractors.

MINIMUM QUALIFICATIONS:

Education, Training and Experience Guidelines:

- High school diploma or GED Equivalent.
- 5 years' experience in water supply treatment, distribution and maintenance.
- Class A operator's license with the State of Illinois.
- Valid driver's license.

Knowledge of:

- Water distribution and treatment procedures, equipment, materials, and tools used in the operation and maintenance of motors, pumps, water treatment plants, compressors, and other equipment.
- Automatic control valves and their maintenance.
- Water sampling techniques.
- Safe work practices.
- Basic record keeping and report writing practices.
- Basic Supervisory Control and Data Acquisition (SCADA) telemetry system.
- Facility and equipment testing.

Benefits:

- Health insurance will be provided by the commission. Details to be provided upon request.
- Employee will be part of the IMRF system for retirement.
- Vacation and benefit package will be equivalent to that of a non-bargaining unit employee of the Village of Chatham.

ORDINANCE CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF SANGAMON)

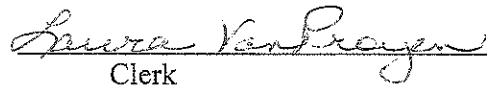
I, the undersigned, do hereby certify that I am the duly qualified and acting Clerk of the South Sangamon Water Commission.

I do further certify that the ordinance attached hereto is a full, true, and exact copy of Ordinance No. 18- 13 adopted by the Commission on the 20th day of August, 2018, said Ordinance being entitled:

AN ORDINANCE CREATING THE EMPLOYMENT POSITION OF WATER OPERATOR, DEFINING ITS DUTIES, AND ESTABLISHING ITS COMPENSATION

I do further certify that prior to the making of this certificate, the said Ordinance was spread at length upon the permanent records of said Commission, where it now appears and remains.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of said Commission this 20th day of August, 2018.


Clerk