

ORDINANCE 15-2024

ORDINANCE ESTABLISHING A "WATER TREATMENT OPERATOR" POSITION FOR THE VILLAGE OF BRADNER

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF BRADNER, COUNTY OF WOOD, STATE OF OHIO:

SECTION 1: That the Village of Bradner Mayor is permitted, with Village Council's approval, to appoint a "Water Treatment Operator" for the Village of Bradner. The Water Treatment Operator's job description is attached hereto as Exhibit A. The Water Treatment Operator's salary will be an hourly rate of \$28.50, including the same benefits as other Village Employees receive.

SECTION 2: This Ordinance shall take effect as an emergency measure. The reason for the emergency is entering into said contract is imperative in order to protect the safety, health, and well-being of the citizens of the Village of Bradner.

Passed: Sept 5, 2024
Date


President of Council

Attest: Ayeline Roth
Clerk of Council

Approved: 9-5-24
Date


Mayor

REID T. ROTHENBUHLER
VILLAGE ATTORNEY

Position Title: **WATER TREATMENT OPERATOR**

Village of Bradner

Position Function: Under the supervision of the Village Administrator, this position is responsible for maintaining and repairing water lines, valves, hydrants, and service lines in the Village's distribution system and the safe, efficient, and compliant operation and maintenance of the Village's treatment unit.

Job Responsibilities:

Perform maintenance duties as needed

Prepares and maintains records, reports, and other documentation

Uses hand tools

Returns jobsite to original condition

Responds to routine and emergency calls and complaints

Reads electric and/or water meters on assigned routes; rechecks high and low meter readings

Deliver shut-off notices; performs water/electric turn on or shut offs

Reports nonfunctioning meters to Utility Clerk

Changes nonfunctioning meters

Locate utility lines

Report relevant operations and maintenance information to the Village Administrator

Attend workshops, seminars, webinars, zoom meetings, and training classes to

receive contact hours to fulfill OEPA license renewal requirements

Informs public of work

Reads and understands blueprints

Works with hazardous materials and toxic chemicals as trained

When asked, attends council meetings and special meetings

Submit ideas for long range plans for water treatment plant and distribution system, maintain asset management plan for water treatment and water distribution

Makes pressurized taps on water mains

Makes main line bores

Installs, flushes, repairs fire hydrants

Installs water meters

Locates water lines and leaks

Repairs water main breaks

Maintains water valves

Performs laboratory analyses to determine water quality

Oversees water treatment plant operations at the entry point

Collects and tests water samples

Inspects the water treatment plant equipment and makes necessary adjustments

Ensures proper level of water tower, schedules inspections and maintenance, and/or repairs to water tower.

Records chemical feed amounts, meter readings, and water treatment plant flows

Cleans and paints water treatment plants, hydrants, main water valve boxes, and meter pits

Sends monthly reports to Ohio EPA via internet

Operates and maintains water pick-up truck, water pumps, generators, backhoe, dump truck, air compressor, jack hammer, lawn mowers, and weed trimmer

Performs other related duties as required

Physical Requirements: Job requires incumbent to stand, walk, bend (continuously), reach with hands/arms; occasionally lift up to 100 lbs.; move limbs/fingers easily to perform manual functions. Work also requires talking/hearing, stooping, kneeling, crouching, crawling, climbing or balancing. Must be able to walk long distances and work for long periods of time in all types of weather conditions, some of which could be adverse. Must be able to focus clearly at 20 inches or less as well as greater distances and be able to detect color changes. Ability to wear self-contained breathing apparatus and enter confined spaces.

Description of working conditions: Works both indoors and outdoors (mostly outdoors) in wet environment and prevailing weather conditions; incumbent typically works around moving objects and near mechanical, electrical, and chemical hazards. Work may be below or above grade or off ladders. May have irregular work activities including nights, weekends, and holidays.

Experience and/or educational requirements: High school diploma or equivalent; an Ohio EPA Class 1 Water Supply (minimum) certification; Class B Commercial Driver's License with air brake endorsement, one to three years relevant experience; or any combination of education, training, and work experience which provides the required skills to perform the essential functions of the job.

2-01-2023

