

CITY OF MADISON
INTER-DEPARTMENTAL
CORRESPONDENCE

DATE: November 20, 2008

TO: Personnel Board

FROM: Michael Lipski, Human Resources

SUBJECT: Engineer 3, Water Utility

At the request of the Water Utility, I have reviewed the position (#1886) of Engineer 3 occupied by D. DeMaster in Compensation Group 18, Range 10. This position is part of the Water Utility's Engineering Section and is responsible for the Engineering Systems and Mapping section.

The class of Engineer 3 (18/10) is distinguished from the Engineer 4 (18/12) position both in terms of overall project responsibility as well as a licensure requirement for the Engineer 4 position. Engineer 4s are expected to engage in advanced-level engineering with the responsibility for project supervision, including the application of independent professional judgment to define the project, determining the best methods of addressing situations, and assigning project components to lower-level staff. Engineer 4s are required to be registered as a Professional Engineer in the State of Wisconsin or must obtain such registration during a probation or trial period. Engineer 3s, on the other hand, have a lesser degree of responsibility. Engineer 3s are not expected to have overall project responsibility and are expected to work at a journey level in connection with the design, management and construction of a wide variety of public works projects. Engineer 3s are not required to be registered as a Professional Engineer but only need to hold a Certificate of Engineer in Training, obtained within 18 months of appointment to an Engineer 3 position.

Mr. DeMaster has worked for the Water Utility in a permanent position as an Engineer 3 since 2003. As stated above, Mr. DeMaster is in charge of the Engineering Systems and Mapping section, with three (3) permanent and two (2) hourly employees reporting to him. The Systems and Mapping Section is responsible for tracking exactly where water pipes are in the City. In addition to this responsibility, Mr. DeMaster has taken over managing and supervising the flushing program for the Water Utility. This involves scheduling required flushing of water pipes throughout the City, in accordance with State of Wisconsin requirements, overseeing five (5) field crews which perform the flushing, and ensuring that the flushing doesn't impact on water delivery to other parts of the City. Mr. DeMaster changed the entire design of the flushing program from a conventional flushing model to a uni-directional model. In addition to the flushing program, Mr. DeMaster is the lead engineer working with the Utility's hydraulic modeling computer program. The hydraulic model is used to examine the Utility's delivery system and evaluate whether changes in service are necessary. Mr. DeMaster is training an Engineer 2 to assist him with this task. Finally, Mr. DeMaster obtained his Professional Engineer registration in June, 2008. Mr. DeMaster's role in supervising the flushing program and managing the hydraulic model are examples of project supervision duties requiring advanced-level engineering skills and which are encompassed in the Engineer 4 classification. Because of this project supervision, along with the fact that Mr. DeMaster has obtained the necessary Professional Engineer registration, I recommend that Mr. DeMaster be reallocated to the Engineer 4 classification.

We have prepared the necessary Resolution to implement this recommendation

Editor's Note:

Compensation Group/Range	2008 Annual Minimum (Step 1)	2008 Annual Maximum (Step 5)	2008 Annual Maximum +12% longevity
18/10	\$55,127	\$66,253	\$74,204
18/12	\$60,265	\$72,756	\$81,484

cc: Tom Heikkinen-Water Utility General Manager
Al Larson-Principal Engineer-Water
Doug DeMaster