

Charles Gill
Water Utility Manager
451 Meek Street
Greenfield, Indiana 46140



Mayor Chuck Fewell
Board of Works and Public Safety
10 South State St.
Greenfield, IN 46140

Re: Recommendation of Increase in Rate of Pay

March 26, 2019

Mayor and Board Members,

Caleb Osborne has taken over the job position of Distribution Supervisor for the Water Utility since the retirement of Stephen Bender. He has shown a true capacity for leadership and is well suited to this level of responsibility. He had been given the job in title previously and as per our budget we are ready to increase his pay to the rate approved by council for this position.

I request his rate of pay be increased as presented in accordance with the City of Greenfield Salary Schedule. If approved the salary change to take effect on April 6, 2019.

NAME	CURRENT TITLE/SALARY	PROPOSED TITLE/SALARY
Caleb Osborne	Senior Distribution Operator / \$30.89	Water Distribution Supervisor / \$32.43

Please contact my office if you have questions concerning this position.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Charles Gill", is written over a light blue horizontal line.

Charles Gill
Water Utility Manger

cc: Mike Fruth, Utility Director
Mitch Ripley, Human Resource Director
Lori Elmore, Clerk-Treasurer



WATER DISTRIBUTION OPERATOR

APPRENTICE NAME: CALEB BALDWIN

APPRENTICESHIP HOURS SUMMARY

LEAK DETECTION, HYDRANT AND METER MAINTENANCE-----	938.00 HOURS
CONSTRUCTION INSPECTION-----	5.00 HOURS
TECHNOLOGY -----	26.00 HOURS
EXCAVATION-----	266.00 HOURS
WATER TOWERS AND PLANT OPERATIONS -----	18.00 HOURS
EQUIPMENT MAINTENANCE -----	177.50 HOURS
HEALTH & SAFETY -----	34.00 HOURS
TEAMWORK AND PUBLIC INTERACTION -----	42.50 HOURS
LEADERSHIP AND MANAGEMENT -----	4.00 HOURS

PREVIOUS OJT HOURS TOTAL: 1059.50

ACCURED OJT HOURS TOTAL: 2032.00

TOTAL OJT REQUIRED: 6000 HOURS



WATER DISTRIBUTION OPERATOR

APPRENTICE NAME: CALEB BALDWIN

APPRENTICESHIP RELATED INSTRUCTION SUMMARY

APPRENTICESHIP OJL HOURS SUMMARY

ONLINE COURSES-----	109.5 HOURS
HEALTH & SAFETY-----	52.0 HOURS

PREVIOUS OJL HOURS TOTAL: 72.8

ACCURED OJL HOURS TOTAL: 161.5

TOTAL OJL REQUIRED FOR THE PROGRAM: 432.0