



January 27, 2026

Mayor Guy Titus
Board of Public Works and Safety
10 South State Street
Greenfield, IN 46140

Re: Wastewater and Stormwater Utility Job Descriptions

Mayor and Board Members,

The job titles for the Wastewater Utility were changed during the 2025 budget cycle. The goal of changing the job titles was to simplify the process when we have open positions and to be able to hire new employees in and have them assigned to either the WWTP or Collection System depending on the needs of the Utility. By having the same job titles and pay scales, we do not have to continually change the salary ordinance when the needs of the Utility change. The following job descriptions will replace the existing Apprentice, Operator, and Pipefitter descriptions:

1. Wastewater Utility Apprentice Operator 1 – 6
2. Wastewater Utility Operator
3. Wastewater Utility Lead Operator
4. Wastewater Utility Senior Operator

The management of the Stormwater Utility was moved to the wastewater utility last summer. With this change, the City Council approved the addition of a Senior Operator position to the Stormwater Utility and changing the Stormwater Coordinator Position to the MS4 Administrator/Floodplain Coordinator during the 2026 budget cycle. These changes required updating the existing Stormwater Coordinator description and creating the Senior Operator – Stormwater description.

At this time, I am requesting that the Board approve the job descriptions for the Wastewater and Stormwater Utilities as presented. I have included copies of the updated descriptions for your review. Please let me know if there are any questions regarding this request.

Best Regards,

A blue ink signature of the name Nicholas Dezelan.

Nicholas Dezelan, CHMM, ASP
Wastewater Utility Manager