

# Olivehurst Public Utility District



## Agenda Item Staff Report

Meeting Date: 09/15/22

### Item description/summary:

Discussion regarding DMV California Class A or B license requirements affecting Wastewater Collection System, budget, and upgrades to existing positions to meet OPUD needs.

Recent updates by DMV now require all new Class A or B license recipients go through a truck driving school with cost more than \$6,000+. This type of license is a requirement for Wastewater Sewer Collection staff as it involves operating Vac-Con trucks that are used to address the collection System throughout. Should OPUD incur the costs associated with its employee obtaining the necessary license, current job descriptions don't hold the employee accountable for a required number of years with OPUD. It would allow them to leave without any repercussion which can cost OPUD thousands of dollars without retaining employees.

Below is the initial discussion for job description due to the new changes regarding requirements to obtain Class A or B license.

- 1.) \*Those applying for a Collection Systems position without a Class A or B license, must stay with OPUD a minimum 3 year after the date of passed Test for Class A or B license. If Class A or B license is achieved with OPUD funded classes and test and the employee leaves prior to 3 years are up from date of passing test, Employee must refund OPUD the full amount for the class and test. If employee decides to take class and test with their own money, the 3 year rule would not apply and would be allowed to terminate contract with no repercussions regarding obtaining the Class A or B License.

\*OPUD will only pay for the class once. Question is what happened if they fail (includes free re-exams – up to 3)?

- 2.) Discuss work hours concurrent with classes to obtain License A or B.

Some items to start our initial discussion regarding matter.

### Fiscal Analysis:

Cost additional \$6000+ for position in order to meet job description requirement of License A or B certification along with time spent to complete course work (30-40+ hours). This is not budgeted for this fiscal year.

### Employee Feedback

N/A

**Sample Motion:**

Discussion item with Board feedback along with Legal Counsel assistance and review regarding revised Sewer Collection Position and Description updates to Existing positions for Utility Worker.

Prepared by: Swarnjit Boyal, Public Work Engineer

---

# **ATTACHMENT A – EXISTING POSITION DESCRIPTION**

## **OLIVEHURST PUBLIC UTILITY DISTRICT**

### **WASTEWATER COLLECTION SYSTEM OPERATOR I**

#### **DEFINITION**

Under the direction of the Chief Plant Operator, participates in the activities of wastewater collection system. Performs manual, semi-skilled, and skilled work using mechanical equipment and related tools in the servicing/cleaning, maintenance, inspection, repair and construction of wastewater collection systems and related service activities.

#### **EXAMPLES OF DUTIES**

Duties may include but are not limited to the following:

- Maintain wastewater collection system lines.
- Clean wastewater collection system; open clogged lines; clean manholes, wet wells and lift stations.
- Participate in the operation of line locating and the use of video inspection equipment.
- Respond to various wastewater related emergencies in the district's infrastructure.
- Operate a variety of heavy equipment including backhoe/loader, dump truck and vacuum truck and have the ability to perform preventative maintenance on the same.
- Maintain accuracy of collection systems maps, cleaning records and inspections records.

#### **DESIRABLE QUALIFICATIONS**

Knowledge of:

- Uses and purposes of general construction equipment.
- Preventative maintenance techniques and procedures.
- Operational characteristics of a wastewater collections system.
- Tools and equipment used in the maintenance of wastewater collection system.
- Safe work practices and regulations.

Ability to:

- Work any shift, holidays, and weekends. Willingness to work overtime, including on-call (after hour) rotation for emergency call outs.
- Carry out policies of the District.
- Keep abreast of new and changing technology relevant to this position.
- Use initiative and independent judgment.
- Recognize, prioritize, and accomplish needed tasks.
- Respond quickly and effectively in difficult situations.

- Stay abreast of new products and procedures.
- Maintain records and prepare reports.
- Read and interpret blueprints and maps.
- Establish and maintain cooperative working relationships with other employees and the public.
- Communicate clearly and concisely both orally and in writing.
- To interact well with others, including managers, supervisors, customers;
- To receive and act on criticism;
- To have regular and consistent job attendance.
- Obtain California Water Environmental Association Collection System Maintenance Certificate, Grade I.

## **REQUIREMENTS**

- Must have a current and valid class A or B California driver's license with tank endorsement within 6 months of appointment.
- Must be insurable by the District's auto liability insurer.
- Meets the physical requirements necessary to safely and effectively perform required duties.
- Must reside within 35 miles of the OPUD Business Office.

## **SPECIAL REQUIREMENTS**

Essential Duties require the following physical skills and work requirements: Working conditions in the field are subject to variations in temperature, and may include wind, rain, and other elements. Requires the ability to differentiate colors, shapes, textures, odors; the ability to maintain mental capacity, which allows the capability of exercising sound judgment and rational thinking under varied circumstances; the ability to see; the ability to communicate orally; requires sufficient hand/eye coordination to perform repetitive movement. Requires ability to work safely out-of-doors in all weather, lift and carry equipment alone frequently weighing up to 50 lbs. and up to 75 lbs with assistance; stand and walk for extended periods, climb, bend, and stoop, grasp and hold objects or tools with full range of motion in wrists and arms; work/traverse on slippery and uneven surfaces; hearing capacity sufficient to understand conversations. Also includes exposure to chemicals, biohazards, heights, confined spaces, weather exposure, trip/fall hazards, power tools, and animals. Requires the ability to operate a motor vehicle.

**Olivehurst Public Utility District is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the District will provide reasonable accommodation to qualified individuals with disabilities.**