



St. Bernard Parish Council

8201 West Judge Perez Drive Chalmette, Louisiana, 70043
(504) 278-4228 Fax (504) 278-4209
www.sbpsg.net

#19

Kerri Callais
*Councilmember
at Large*

Richard "Richie" Lewis
*Councilmember
at Large*

Gillis McCloskey
*Councilmember
District A*

Joshua "Josh" Moran
*Councilmember
District B*

Howard Luna
*Councilmember
District C*

Wanda Alcon
*Councilmember
District D*

Fred Everhardt, Jr.
*Councilmember
District E*

Roxanne Adams
Clerk of Council

EXTRACT OF THE OFFICIAL PROCEEDINGS OF THE COUNCIL OF THE PARISH OF ST. BERNARD, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD IN THE COUNCIL CHAMBERS OF THE ST. BERNARD PARISH GOVERNMENT COMPLEX, 8201 WEST JUDGE PEREZ DRIVE, CHALMETTE, LOUISIANA ON TUESDAY, MARCH 2, 2021 AT SEVEN O'CLOCK P.M.

On motion of Ms. Callais, seconded by Mr. Moran, it was moved to adopt the following ordinance:

ORDINANCE SBPC #2297-03-21

Summary No. 3873

Introduced by: Administration on 2/2/21
Public Hearing held on 3/2/21

AN ORDINANCE TO AMEND THE ST. BERNARD PARISH GOVERNMENT PERSONNEL PLAN.

ST. BERNARD PARISH COUNCIL DOES HEREBY ORDAIN:

SECTION 1. That St. Bernard Parish Government Personnel Plan is hereby amended as per attached in Exhibit "A".

SECTION 2. Effective Date. This Ordinance shall become effective immediately upon authorizing signature by the Parish President. In the event of a presidential veto, this Ordinance shall become effective upon a two-thirds favorable vote of the total membership of the Council pursuant to Sections 2-11 and 2-13 of the St. Bernard Parish Home Rule Charter.

SECTION 3. Severability. If any section, clause, paragraph, provision or portion of this ordinance shall be held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, paragraph, provision or portion of this Ordinance, the St. Bernard Parish Council hereby expresses and declares that it would have adopted the remaining portion of this Ordinance with the invalid portions omitted.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: Moran, Luna, Alcon, Everhardt, Callais

NAYS: None

ABSENT: McCloskey



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March 2, 2021

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Gillis McCloskey
Councilmember
District A

Joshua "Josh" Moran *Councilmember* *District B*

Howard Luna *Councilmember District C*

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The Council Chair, Mr. Lewis, cast his vote as NAY.

And the motion was declared **adopted** on the 2nd day of March, 2021.

Roxanne Adams
ROXANNE ADAMS
CLERK OF COUNCIL



Delivered to the Parish President

3/5/2021 2:45 pm

Date and Time

Received by

Maegen Kelley

Approved

Vetoed

Parish President

Guy McInnis

Returned to Clerk of the Council

3/10/2021 3:00pm
Date and Time

Received by

Sanya Salomé



St. Bernard Parish, Louisiana

Classification Specification

ASSISTANT SUPERINTENDENT, WATER AND SEWER (ELECTRICAL DIVISION)

Purpose of Classification:

The purpose of this classification is to perform process duties related to overseeing the Instrumentation and Electrical Department and employees within that department. This position is responsible for maintaining all equipment within the Water and Sewer Department; as well as, all Public buildings including prioritizing work, reviewing system plans and insuring compliance with regulations and standards are met. This includes coordinating field operations, responding to customer complaints, dispatching staff to assigned locations, and overseeing equipment maintenance.

Essential Functions:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Supervises assigned staff, including establishing workloads, prioritizing work assignments, evaluating employee performance, interpreting and enforcing policies and procedures, resolving staff issues, and administering disciplinary action as required

Develops and monitors work plans, which includes prioritizing work for all units, scheduling projects and approving work orders

Coordinates and controls all electrical and mechanical equipment in the Water Treatment Plant, Wastewater Treatment Plant, and all other Water and Sewer owned facilities.

Coordinates and controls all maintenance, repair, and installation of all government owned lift/pump stations including sizing of pumps based on demand.

Work in the field when necessary to repair equipment and assist other employees.

Reviews electrical system plans and recommends changes

Advises assigned field staff of problems and/or issues

Coordinates and oversees all street light operations including complaints, outages, and coordination for repairs to all Government owned Street Lights.

Coordinates and oversees maintenance of heavy equipment and vehicles, and ensures equipment is available to assigned staff.

Inspects construction projects for safety compliance

Manages project contracts

Oversees contracted work for system design

Prepares and transmits system reports

Responds to questions from the public, department officials and elected officials

Additional Functions:

Performs other related duties as required.

Minimum Qualifications:

~~Bachelor's degree in Electrical Engineering or a related field preferred; supplemented by vocational or technical training in Electrical and Instrumentation discipline or a related field; supplemented by five years of experience in Electrical and Instrumentation to include lead or supervisory experience or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.~~

Specific License or Certification Required: Louisiana State Contractors License Preferred, Certification from a vocational or technical training program required.

Performance Aptitudes:

Data Utilization: Requires the ability to evaluate, audit, deduce, and/or assess data using established criteria. Includes exercising discretion in determining actual or probable consequences and in referencing such evaluation to identify and select alternatives.

Human Interaction: Requires the ability to act as a first-line supervisor, including instructing, assigning and reviewing work, maintaining standards, coordinating activities, and evaluating employee job performance.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver, and/or control the actions of equipment, machinery, tools and/or materials requiring complex

and/or rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division; the ability to calculate decimals and percentages; the ability to utilize principles of fractions; and the ability to interpret graphs

Functional Reasoning: Requires the ability to apply principles of influence systems, such as motivation, incentive, and leadership, and to exercise independent judgment to apply facts and principles for developing approaches and techniques to resolve problems.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA Compliance:

Physical Ability: Ability to operate a variety of automated office machines including computers and peripheral equipment.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as odors, wetness, humidity, rain, fumes, smoke, temperature and noise extremes, hazardous materials, machinery, vibrations, electric currents, traffic hazards, toxic agents, water hazards, disease, and pathogenic substances.

St. Bernard Parish is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Parish will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. Consideration for employment is made without regards to Race, Color, Religion, Sex, National Origin, Age, or Disability.

Summary No. 3873
Ordinance SBPC #2297-03-21
St. Bernard Parish Government
Classified Field Personnel Pay Scale

Adopted January 17, 2017; Effective January 1, 2017 as of March 17, 2020

	Paygrade 1	Paygrade 2	Paygrade 3	Paygrade 4
	Laborer I	Crewman I Equipment Operator I Journeyman Electrician Kennel Assistant Laborer II Maintenance Tech. I Mosquito Control Inspector Plant Operator-in-Training Tire Repairman	Camera Truck/Operator Crewman II Equipment Operator II Maintenance Tech. II Meter Reader I	Animal Control Officer Carpenter Crewman/Asst. Foreman Equipment Operator III Laborer/Asst. Foreman Mechanic I Meter Reader II Mosquito Control Supervisor Plant Operator I Sign Shop Coordinator Tire Coordinator MS4 General Inspector
Steps				
1	24,532.9743	25,541.3790	26,541.1348	29,243.6600
2	24,971.0596	25,997.4714	27,015.0798	29,765.8640
3	25,409.1519	26,453.5711	27,489.0324	30,288.0764
4	25,847.2310	26,909.6571	27,962.9708	30,810.2731
5	26,285.3416	27,365.7758	28,436.9431	31,332.5072
6	26,723.4131	27,821.8538	28,910.8732	31,854.6948
7	27,161.5168	28,277.9653	29,384.8381	32,376.9206
8	27,599.6049	28,734.0606	29,858.7861	32,899.1280
9	28,037.6934	29,190.1563	30,332.7346	33,421.3359
10	28,475.7823	29,646.2525	30,806.6836	33,943.5442
11	28,913.8538	30,102.3304	31,280.6136	34,465.7317
12	29,351.9565	30,558.4410	31,754.5775	34,987.9565
13	29,790.0344	31,014.5257	32,228.5146	35,510.1517
14	30,228.1267	31,470.6253	32,702.4671	36,032.3640
15	30,666.2229	31,926.7291	33,176.4239	36,554.5811
16	31,075.0957	32,352.4082	33,618.7652	37,041.9633
17	31,483.9818	32,778.1011	34,061.1209	37,529.3615
18	31,892.8643	33,203.7903	34,503.4727	38,016.7553
19	32,301.7627	33,629.4961	34,945.8417	38,504.1681
20	32,710.6384	34,055.1783	35,388.1862	38,991.5538
21	33,119.5214	34,480.8680	35,830.5385	39,478.9483
22	33,528.4150	34,906.5688	36,272.9023	39,966.3554
23	33,937.2940	35,332.2544	36,715.2504	40,453.7451
24	34,346.1705	35,757.9374	37,157.5957	40,941.1318
25	34,755.0617	36,183.6357	37,599.9569	41,428.5360
26	35,163.9202	36,609.3000	38,042.2828	41,915.9013
27	35,572.8063	37,034.9929	38,484.6385	42,403.2994
28	35,981.6801	37,460.6731	38,926.9809	42,890.6829
29	36,390.5759	37,886.3762	39,369.3471	43,378.0926
30	36,799.4604	38,312.0675	39,811.7011	43,865.4889
31	37,212.9392	38,742.5419	40,259.0254	44,358.3615
32	37,631.0638	39,177.8531	40,711.3758	44,856.7720
33	38,053.8864	39,618.0555	41,168.8088	45,360.7827
34	38,481.4599	40,063.2039	41,631.3815	45,870.4565
35	38,913.8375	40,513.3541	42,099.1517	46,385.8569

Summary No. 3873
Ordinance SBPC #2297-03-21
St. Bernard Parish Government
Classified Field Personnel Pay Scale (continued)
Adopted January 17, 2017; Effective January 1, 2017 as of March 17, 2020

	Paygrade 9	Paygrade 10	Paygrade 11	Paygrade 12
	Assistant Superintendent Chemist I Maintenance Supervisor Asst. Super. Elec. Division Mechanic Shop Manager	Chemist II Chief Plant Operator		Superintendent
Steps				
1	42,756.2760	45,458.8013	48,161.3265	50,863.8415
2	43,519.7748	46,270.5591	49,021.3433	51,772.1171
3	44,283.2857	47,082.3298	49,881.3738	52,680.4071
4	45,046.7739	47,894.0762	50,741.3785	53,588.6700
5	45,810.3167	48,705.8808	51,601.4449	54,496.9980
6	46,573.7914	49,517.6130	52,461.4346	55,405.2450
7	47,337.3222	50,329.4047	53,321.4873	56,313.5586
8	48,100.8258	51,141.1677	54,181.5096	57,221.8399
9	48,864.3302	51,952.9315	55,041.5327	58,130.1222
10	49,627.8354	52,764.6960	55,901.5566	59,038.4054
11	50,391.3100	53,576.4281	56,761.5462	59,946.6522
12	51,154.8392	54,388.2181	57,621.5971	60,854.9639
13	51,918.3251	55,199.9623	58,481.5995	61,763.2242
14	52,681.8360	56,011.7330	59,341.6299	62,671.5142
15	53,445.3539	56,823.5110	60,201.6681	63,579.8124
16	54,157.9408	57,581.1389	61,004.3370	64,427.5221
17	54,870.5510	58,338.7915	61,807.0320	65,275.2594
18	55,583.1548	59,096.4374	62,609.7200	66,122.9892
19	56,295.7864	59,854.1128	63,412.4392	66,970.7520
20	57,008.3785	60,611.7462	64,215.1138	67,818.4678
21	57,720.9832	61,369.3930	65,017.8027	68,666.1987
22	58,433.6065	62,127.0595	65,820.5125	69,513.9516
23	59,146.2043	62,884.6990	66,623.1937	70,361.6742
24	59,858.7978	63,642.3339	67,425.8699	71,209.3916
25	60,571.4168	64,399.9958	68,228.5749	72,057.1395
26	61,283.9789	65,157.5974	69,031.2159	72,904.8196
27	61,996.5890	65,915.2499	69,833.9108	73,752.5569
28	62,709.1778	66,672.8798	70,636.5818	74,600.2688
29	63,421.8049	67,430.5504	71,439.2959	75,448.0262
30	64,134.4123	68,188.2001	72,241.9879	76,295.7603
31	64,855.0266	68,954.3627	73,053.6988	77,153.0194
32	65,583.7377	69,729.1339	73,874.5302	78,019.9107
33	66,320.6365	70,512.6105	74,704.5844	78,896.5425
34	67,065.8152	71,304.8902	75,543.9651	79,783.0240
35	67,819.3667	72,106.0719	76,392.7771	80,679.4661