



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 23-040**

### **APPOINTING STEVEN USSMAN AS LICENSED C2 OPERATOR AND JOSEPH ACCARDI AS BACK-UP OPERATOR TO OVERSEE THE OPERATION AND MAINTENANCE OF THE BOROUGH'S WASTEWATER PUMP STATIONS**

**WHEREAS**, the Borough of Highlands is in need of a Licensed C2 Operator to oversee the operation and maintenance of the Borough's wastewater pump stations beginning January 1, 2023; and

**WHEREAS**, Steven Ussmann is qualified to serve as the Licensed C2 Operator in charge, wherein Joseph Accardi would serve as the back-up Operator; and

**WHEREAS**, the following services shall be provided by the Licensed C2 Operator and back-up Operator:

- Conduct weekly site visits to the three (3) wastewater pump stations.
- Prepare all required reports and submit the same to the necessary agencies.
- Assist the Superintendent of Public Works in the review of day-to-day operations.
- Create a computerized operation and maintenance schedule to include daily, weekly and monthly maintenance for the wastewater pump stations.
- Inspect and assure the proper operations of the sewer pumping stations.
- Evaluate the existing Supervisory Control and Data Acquisition (SCADA) interface and assure it is in good working order.
- Train personnel as needed to operate and maintain sewer pumping stations.
- Become the licensed operator for the C-2 wastewater collection system.
- Assist in the preparation of operation and maintenance manuals for the public wastewater collection system.
- Keep the Superintendent of Public Works and Borough Administrator informed of any problems with sewer pumping stations and sewer collection systems.
- Respond to all emergencies and/or alarms.

**WHEREAS**, it is in the best interest of the Borough to appoint Steven Ussman to serve as the Borough's Licensed C2 Operator as a part-time employee without benefits, for the period of January 1, 2023 through December 31, 2023, for an annual salary in the amount of \$29,000.00, and to appoint Joseph Accardi to serve as the back-up Operator for the period of January 1, 2023 through December 31, 2023 as a part-time employee without benefits, for an annual salary in the amount of \$6,000.00.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Highlands that Steven Ussman be and is hereby appointed to serve as the Borough's Licensed C2 Operator for the period of January 1, 2023 through December 31, 2023 as a part-time employee without benefits, for an annual salary in the amount of \$29,000.00 and to appoint Joseph Accardi to serve

as the back-up Operator for the period of January 1, 2023 through December 31, 2023 as a part-time employee without benefits, for an annual salary in the amount of \$6,000.00.

Motion to Approve R 23-040:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						X
CHELAK			X			
MELNYK			X			
OLSZEWSKI		X	X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: January 1, 2023

  
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Nancy Tran, Municipal Clerk  
Borough of Highlands