

COUNTY OF MILWAUKEE
Department of Transportation
INTER-OFFICE COMMUNICATION

DATE: February 19, 2021
TO: Marcelia Nicholson, Chairwoman
Milwaukee County Board of Supervisors
FROM: Donna Brown-Martin, Director, Department of Transportation
SUBJECT: From the Department of Transportation – Division of Highway Maintenance, requesting authorization to abolish 1.0 FTE Highway Maintenance Worker currently vacant position and create 1.0 FTE Assistant Supervisor Position.

ISSUE

The Director of the Department of Transportation is requesting to abolish 1.0 FTE Highway Maintenance position, currently vacant and the creation of 1.0 FTE position of Assistant Supervisor in order to not only create succession for our Supervisor of Skilled Trades and Bridge Maintenance crew, but also to have consistency among the Division, as this is the only team without an Assistant Supervisor.

Position Title	Action	Job Code	FTE	Pay Grade
Highway Maintenance Worker 3	Abolish	00032630	1.0	21H
Assistant Highway Supervisor	Create	TBD	1.0	26M

Currently, Our Skilled Trades (Electricians & Masons) along with our Bridge Maintenance Crew operates under one Supervisor without an Assistant Supervisor. This means that there is not a proper/formalized plan for this individual and their various employees as it relates to time off from work; succession and/or training if the individual vacates the position due to promotion, retirement, resignation etc.. In addition, this is the only field Supervisor position in the Highway Maintenance Division without an Assistant Supervisor. The abolishing of the Maintenance Worker position will not create a significant impact in our operations, since the Assistant Supervisor acts as a working supervisor, who possesses a CDL, and all of the various skills of a Maintenance Worker in order to jump in with the crew when needed. The position will also have a positive impact for our field employee by creating another opportunity for promotion within our Division.

FISCAL IMPACT

Below are the pay scales of both the Assistant Supervisor Position, which we are creating and that of the Highway Maintenance Worker being abolished. At the top of each pay scale the fiscal impact being absorbed into the 2021 budget and primarily (85%) being reimbursed by the State of Wisconsin is an annual additional cost of \$7,058.00

Propose Create 1.0 FTE Assistant Supervisor Pay Grade 26M

26M - NR	01	\$26.66	\$55,451
26M - NR	02	\$27.60	\$57,416
26M - NR	03	\$28.85	\$60,015
26M - NR	04	\$29.23	\$60,796
26M - NR	05	\$30.62	\$63,690

Propose Abolish 1.0 FTE Highway Maintenance Worker 3 Pay Grade 21H

21H - DC	01	\$23.62	\$49,130
21H - DC	02	\$24.59	\$51,143
21H - DC	03	\$25.39	\$52,814
21H - DC	04	\$26.23	\$54,557
21H - DC	05	\$27.23	\$56,632

RECOMMENDATION

The Director of the Department of Transportation recommends the Milwaukee County Board of Supervisors authorize the following action:

Approved by:

Julie Esch, Deputy Director

Donna Brown-Martin
Director, Department of Transportation

cc: Dean Legler, Compensation Director, Human Resources
Joshua Scott, Budget and Management Analyst, DAS-PSB