

DATE: 2 December 1987

FROM: Utilities Systems General Foreman

TO: Director, Utilities Branch
Via: Utilities General Foreman

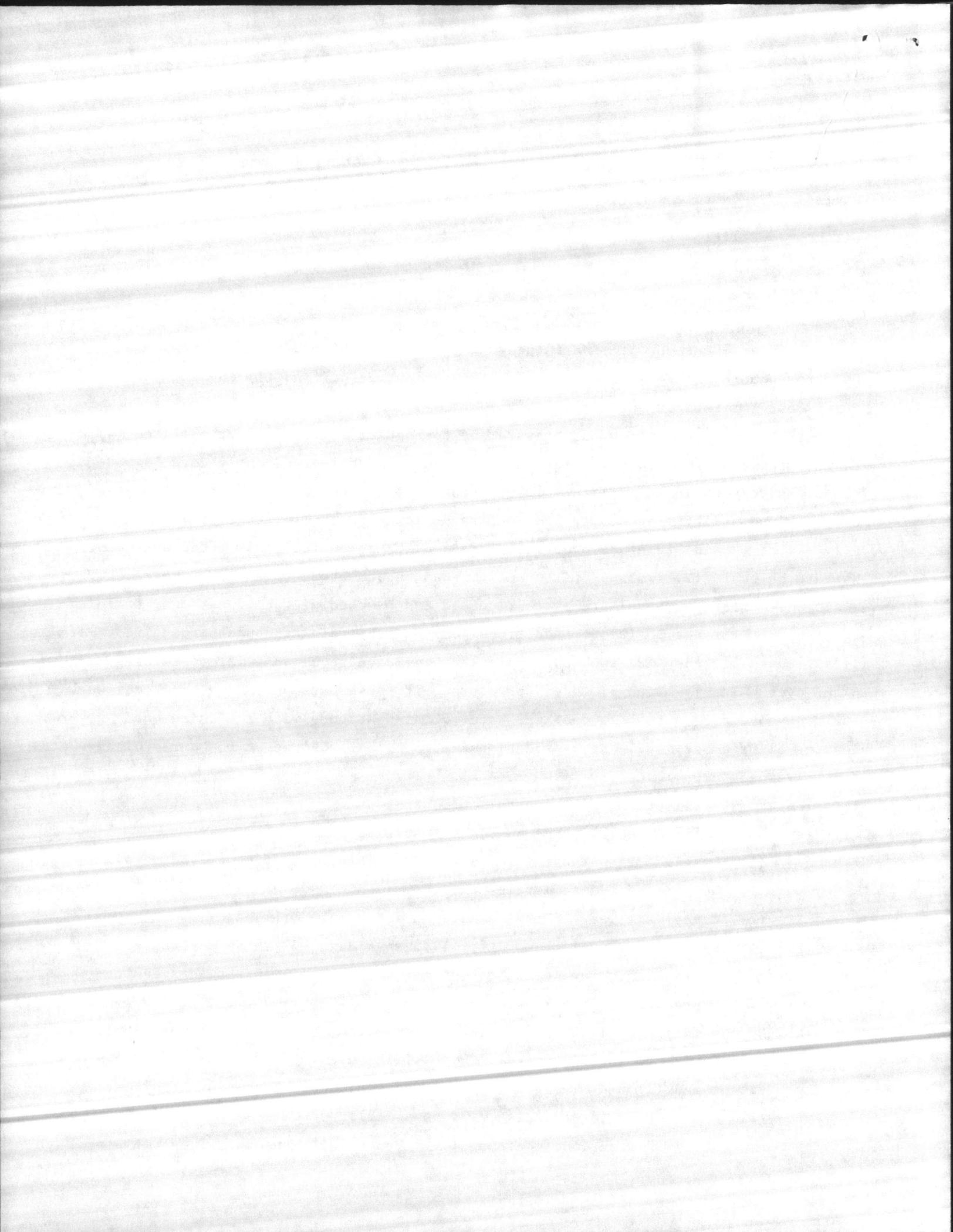
SUBJ:

1. The Water Treatment Section is presently (3) three WG-9 Water Treatment Plant Operators short, (1) one WG-5 Water Treatment Plant Helper and (1) one WG-7 Water Plant Operator retires on 12-31-87.

The Water Treatment Section has transferred to regular shift, (3) three of the (4) four relief operators to cover the three vacancies. We are presently covering annual leave/sick leave, military leave, court leave, etc. with only (1) one relief operator and utilizing Leader and Foreman personnel on a limited basis. Additionally, we have paid 312 hours overtime since 1 October 1987 to cover these absences. We have on board (2) two WG-7 personnel who can be promoted to the WG-9 operator position. These personnel are State licensed and have completed educational training requirements for the position. Additional on-the-job training would be required. It is estimated at least (2) two weeks per plant would be required prior to turning a plant over to newly hired/promoted operators. If these personnel were promoted, we would have vacancies for (2) two WG-7 Water Plant Operators with the third one leaving 31 December 1987, and an additional WG-9 billet would need to be recruited from elsewhere plus (1) one WG-5.

This leaves Water Treatment with several options.

- (a) Do not fill the (3) three WG-9's - resulting problems:
- (1) Continue to pay overtime for leave. This will eventually destroy budget and reduce morale.
 - (2) Cancel all leave - may be illegal and morale will be nil.
 - (3) Remove personnel from shift, i.e. shut down (3) three shifts somewhere. This may impact on meeting Safe Drinking Water Act requirements and put MCB in violation.
- (b) Do not fill the (1) WG-7 position which will be vacant 31 December 1987, promote (2) two WG-7's to WG-9 which will leave (3) three WG-7 positions vacant and (1) one WG-9 and (1) one WG-5 position. Resulting problems:
- (1) A reduction in operation will be as follows:
 - (a.1) Discontinue checking (7) seven swimming pools. This violates



MO-210 and a transfer of following duties to other shops will be required:

Collection of bacteria and chemical analysis for N.C. State Safe Drinking Water requirements will have to be performed by someone else.

Hauling and changing chlorine and caustic acid to pools.

Pool filter backwashing.

Pool cleaning.

Chlorine and pH adjustment and monitoring.

Minor pump repairs/preventive maintenance.

Completion of required logs, etc.

Hauling supplies, chlorine, etc. to outlying plants.

Adding copper sulfate for algae control.

Adding make-up water.

Maintenance and operation to backwash lagoons.

(a.2) Well operation and maintenance:

Tests for static, pumping levels, GPM.

Starting and stopping wells - no automatic control to Bldg. 20 or MCAS.

Oil change and greasing and oiling for oil lubricated pumps.

Cutting grass, painting, adjusting packing.

Adjusting pump to insure it is operating under correct pressure so as not to cave in well.

Sampling wells for chloride, fluoride - semi-annual.

Record reports.

Check and maintain auxiliary engine oil and gas. Run engines under load weekly to insure proper operation.

(a.3) Miscellaneous:

Assist operator in drawing catalyst - no helper personnel.

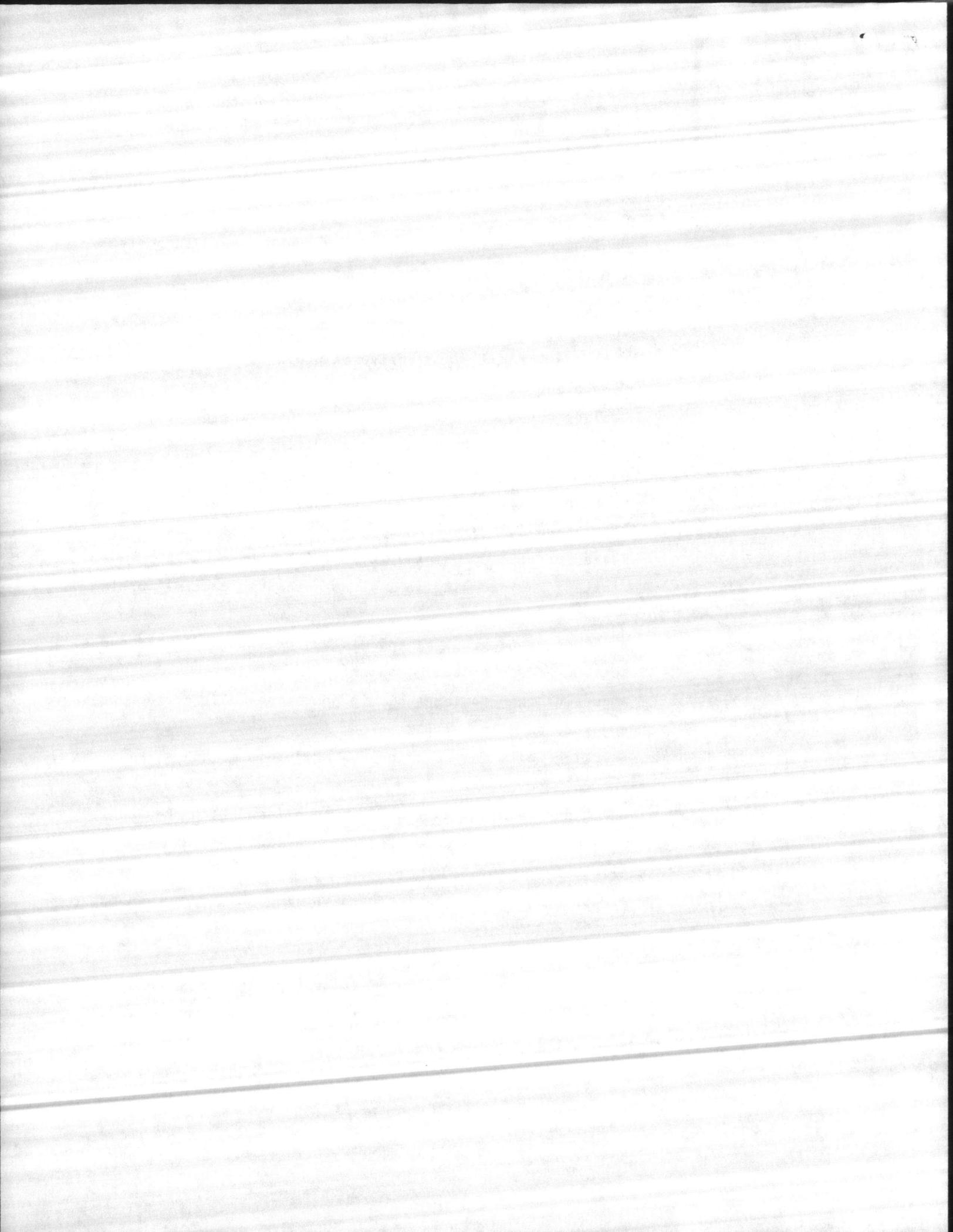
Checks and maintains chlorine to SH-8, Von Orde Fish Pond and dump.

Also carries walk thru requisitions through to purchaser and transports voluminous paperwork from 670 to 1202, payroll, etc.

(a.4) We would still need to find (1) one WG-9 or pay limited overtime, or secure one shift somewhere.

(c) Shut down (3) three shifts at RR-85, transfer (3) operators to relief, and tie on to county water.

(d) (1) one WG-9 and (1) one WG-7 were recently transferred to Base Safety

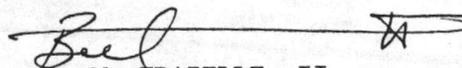


and Public Works respectively. These personnel could be re-transferred back to Water Treatment on a limited detail. This would help alleviate existing shortage.

(e) Get exemption from Headquarters, MCB for hiring all (5) five billets and continue to operate per S.O.P.

(f) PUNT

2. The Water Treatment Section is desirous of performing at the same exceptional level of operation as we have provided for over 45 years. In order to accomplish this, it is imperative we have sufficient personnel to perform our varied and diversified duties; otherwise our mission to provide the best potable drinking water available to the residents and employees of MCB will be in jeopardy.


B. M. FRAZELLE, II

