

# Egg Harbor Township

Ordinance No. 32

2019

**An ordinance to amend Chapter 6 of the Code of the Township of Egg Harbor entitled “Administration of Government”, specifically Article XI Department of Public Works**

**BE IT ORDAINED**, by the Township Committee of the Township of Egg Harbor, County of Atlantic and State of New Jersey as follows:

**SECTION 1:** Chapter 6 of the Code of the Township of Egg Harbor, Section 6-98 entitled “Creation; Director” is hereby amended by deleting it in its entirety and replacing it as follows:

**§6-98. Creation; Director.**

There shall be a Department of Public Works, the head of which shall be the Director. There shall be the following Divisions within the Department:

- A. Division of Roads and Drainage.
- B. Division of Solid Waste.
- C. Division of Buildings.
- D. Division of Equipment and Maintenance.
- E. Division of Grounds.

**SECTION 2:** Chapter 6 of the Code of the Township of Egg Harbor, specifically Section 6-100 entitled “Division of Roads and Drainage” is hereby amended by adding the following paragraphs to the existing section as follows:

- F. Report to the Director of Public Works any repairs that must be made by the personnel of the Division.
- G. Assist in the preparation and administration of the budget needs to the division as well as coordinate the solicitation of quotations and the oversight of any and all third party provider operations and/or services.
- H. Supervise and provide as required, for all compliance and reporting pertaining to training, equipment, personal and public safety.
- I. Coordinate with the other Division Managers to maximize the allocation of personnel and resources to meet the needs of the Department during off season, emergency and weather events.
- J. Perform all such duties designed by the Director of Public Works.

**SECTION 3:** Chapter 6 of the Code of the Township of Egg Harbor, specifically Section 6-101 entitled “Division of Solid Waste” is hereby amended by adding the following paragraphs to the existing section as follows:

- D. Report to the Director of Public Works any repairs that must be made by the personnel of the Division.
- E. Assist in the preparation and administration of the budget needs to the division as well as coordinate the solicitation of quotations and the oversight of any and all third party provider operations and/or services.
- F. Supervise and provide as required, for all compliance and reporting pertaining to training, equipment, personal and public safety.
- G. Coordinate with the other Division Managers to maximize the allocation of personnel and resources to meet the needs of the Department during off season, emergency and weather events.
- H. Perform all such duties designed by the Director of Public Works.

**SECTION 4:** Chapter 6 of the Code of the Township of Egg Harbor, specifically Section 6-102 entitled "Buildings and Grounds", is hereby amended by deleting it in its entirety and replacing it with the following:

**§6-102. Division of Buildings.**

In the Department of Public Works, there shall be a Division of Buildings under the direction and supervision of the Division Manager, which position is hereby created and who shall:

- A. Keep accurate records of the work of the Division.
- B. Submit to the Director of Public Works monthly reports of the work of the Division and any recommendations or reports to be accepted.
- C. Direct and supervise all janitors and building maintenance workers employed by the Township.
- D. Supervise and perform as required the maintenance and repair of heating, air conditioning, lighting, minor carpentry, masonry and plumbing as well as the repair of furniture and fixtures in all municipal facilities.
- E. Provide for, perform and supervise the maintenance and cleaning services on municipally owned buildings, public parks, playgrounds, recreational field house and all other structure facilities of the Township, keeping the same in good order and condition.
- F. Report to the Director of Public Works any repairs that must be made by the personnel of the Division.
- G. Assist in the preparation and administration of the budget needs of the division as well as coordinate the solicitation of quotations and the oversight of all third party provider operations and/or services.
- H. Supervise and provide as required, for all compliance and reporting pertaining to training, equipment, personnel and public safety.
- I. Coordinate with the other Division Managers to maximize the allocation of personnel and resources to meet the needs of the Department during off season, emergency and weather events.
- J. Perform all such other duties designated by the Director of Public Works.

**SECTION 5:** Chapter 6 of the Code of the Township of Egg Harbor, specifically Section 6-102.1 entitled "Division of Equipment Maintenance" is hereby amended by adding the following paragraphs to this section:

- D. Report to the Director of Public Works any repairs that must be made by the personnel of the Division.
- E. Assist in the preparation and administration of the budget needs to the division as well as coordinate the solicitation of quotations and the oversight of any and all third party provider operations and/or services.
- F. Supervise and provide as required, for all compliance and reporting pertaining to training, equipment, personal and public safety.
- G. Coordinate with the other Division Managers to maximize the allocation of personnel and resources to meet the needs of the Department during off season, emergency and weather events.

**SECTION 6:** Chapter 6 of the Township Code is hereby amended by establishing a new Section 6-102.2 entitled "Division of Grounds" as follows:

**§6-102.2 Division of Grounds.**

In the Department of Public Works, there shall be a Division of Grounds under the direction and supervision of the Division Manager, which position is hereby created and who shall:

- A. Keep accurate records of the work of the Division.
- B. Submit to the Director of Public Works monthly reports of the work of the Division and any recommendations or reports to be accepted.
- C. Direct and supervise ground maintenance workers employed by the Township.
- D. Supervise and perform the maintenance and repair of all municipal grounds, turf, trees, ornamental shrubs, ground cover, including parks, sport fields, and public facilities.
- E. Provide for, perform and supervise the maintenance and cleaning services on the township grounds, public parks, playgrounds and all other outdoor, grounds related facilities of the Township, keeping the same in good order and condition.
- F. Report to the Director of Public Works any repairs that must be made by the personnel of the Division.
- G. Assist in the preparation and administration of the budget needs of the division as well as coordinate the solicitation of quotations and the oversight of all third party provider operations and/or services.
- H. Supervise and provide as required, for all compliance and reporting pertaining to training, equipment, personnel and public safety.
- I. Coordinate with the other Division Managers to maximize the allocation of personnel and resources to meet the needs of the Department during off season, emergency and weather events.
- J. Perform all such other duties designated by the Director of Public Works.

**SECTION 7:** All ordinances and parts of Ordinances inconsistent with the provisions of this ordinance are, to the extent of such inconsistency, hereby repealed.

**SECTION 8:** Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance.

**SECTION 9.** This Ordinance shall become effective immediately upon final adoption and publication according to law.

NOTICE IS HEREBY GIVEN THAT THE FOREGOING ORDINANCE WAS INTRODUCED AT A MEETING OF THE TOWNSHIP COMMITTEE OF EGG HARBOR TOWNSHIP, IN THE COUNTY OF ATLANTIC, STATE OF NEW JERSEY, HELD OCTOBER 2, 2019 AND WILL BE FURTHER CONSIDERED FOR FINAL PASSAGE AFTER A PUBLIC HEARING THEREON AT A REGULAR MEETING OF SAID TOWNSHIP COMMITTEE TO BE HELD IN THE TOWNSHIP HALL, IN SAID TOWNSHIP ON NOVEMBER 6, 2019.

Dated: October 2, 2019

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Eileen M. Tedesco, RMC  
Township Clerk