

DUNKIRK CITY CHARTER - ARTICLE VII

ARTICLE VII **Department of Public Works**

§ 7.00. Department of Public Works.

There shall be a Department of Public Works which shall consist of the following divisions: engineering, streets and highways, parks and playgrounds, wastewater treatment, water treatment and water distribution, public works maintenance and such other divisions as the Common Council may authorize. All functions, powers or duties heretofore exercised by the City Engineer's Office shall be exercised hereafter by the Department of Public Works.

§ 7.01. Departmental Functions.

The Department of Public Works shall be responsible for:

- (a) Construction, maintenance, cleaning and repair of streets, highways, sidewalks, waterlines, sewer lines, storm sewers, storm drains, breakwaters, retaining walls, public parking lots and municipal buildings, facilities and structures;
- (b) Water treatment, water distribution and wastewater treatment systems;
- (c) Collection and disposal of solid waste;
- (d) Maintenance of public parks, playing fields and playground facilities and equipment;
- (e) House numbering, street lighting, and, under the direction of the Chief of Police, installation and maintenance of traffic control devices, signs, markings and records;
- (f) Operation of the central garage and the fuel supply for the maintenance and repair of all City vehicles and equipment;
- (g) Care and removal of trees and shrubs situate on City property;
- (h) Operation and maintenance of municipal transit facilities authorized by the Common Council;
- (i) Performance of such other similar and related duties as may be assigned by the Mayor.

§ 7.02. Director of Public Works.

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The Department of Public Works shall be headed by the Director of Public Works who shall be appointed by the Mayor with the consent of the Common Council. The Director shall be qualified on the basis of his or her training and experience in public works administration and civil engineering and shall serve at the pleasure of the Mayor.

§ 7.03. Powers and Duties.

The powers and duties of the Director of Public Works shall include:

- (a) Supervision of all divisions and their functions with responsibility for all engineering work of the City;
- (b) Responsibility for supervision of consulting engineers when retained by the Common Council for specific purposes;
- (c) Having custody of City maps and surveys;
- (d) Attendance at Common Council meetings;
- (e) Certification of all public work performed pursuant to contract under supervision and control of the Department before it is accepted to the effect that such work is performed in a good and substantial manner, with the materials required, and of the quality and in the manner directed by the terms of the contract. The Director of Public Works shall file such certificate of completion with the City Clerk and City Treasurer before final payment is made under the contract;
- (f) Subject to Civil Service Law, Rules and Regulations, the Director of Public Works shall appoint such assistants and other employees of the Department to fill such positions within the Department as authorized by the Common Council, the Director of Public Works may also suspend and remove all assistants and other employees of the Department subject to the Civil Service Law, Rules and Regulations;
- (g) In addition to the duties imposed upon the Director of Public Works by this Charter or required by ordinance or resolution of the Common Council, the Director shall perform any duties incident to the Department or assigned by the Mayor.