

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE NO. 2019-24**

**AN ORDINANCE AMENDING CHAPTER 39 OF THE CODE OF THE TOWNSHIP  
OF CHESTERFIELD AND ESTABLISHING THE POSITION OF PUBLIC WORKS  
FOREMAN IN AND FOR THE TOWNSHIP OF CHESTERFIELD**

**ARTICLE I. AMENDED SECTION.**

A. **Section 39-10** entitled “**Principal Public Works Manager**” is hereby amended to alphabetize the existing text as paragraph A, “Principal Public Works Manager”, and to add an additional new “paragraph B” as follows:

“B. Public Works Foreman. There is hereby created the position of Public Works Foreman, who shall be appointed annually by the Township Committee, and whose compensation shall be established in the annual Township Salary Ordinance. The Public Works Foreman shall work under the direction of the Principal Public Works Manager, and the Township Administrator, but shall assign work to departmental employees and oversee the same to ensure safety precautions are followed. The Public Works Foreman shall also:

1. Maintain daily contact with the Principal Public Works Manager, and in the absence of the Manager, with the Township Administrator;
2. Maintain a working relationship with other local, county and state agencies, as well as contractors and engineering representatives;
3. Ensure the proper care and use of equipment, material and supplies relative to buildings and grounds;
4. Attend meetings, conferences and seminars when assigned;
5. Make investigations and complaints relative to buildings and grounds operations, and take action to see that they are remedied with minimum delay;
6. In the absence of the Principal Public Works Manager, schedule manpower to perform their assigned duties and perform such other duties of public works labor as may be required by the Foreman.”

B. **Section 39-11** entitled “**Public Works Department**” is hereby amended to revise the language at paragraph B, “Public Works Laborer” to now read as follows:

“B. Public Works Laborer. There is hereby created the position of Public Works Laborer, who shall be appointed annually by the Township Committee, and whose compensation shall be set forth

in the Township's annual Salary Ordinance. The Public Works Laborer may be a part-time/seasonal laborer, may be employed on an hourly basis, or an as-needed basis, and shall have the following duties and responsibilities:

1. Shall work under the direction of the Principal Public Works Manager and/or Public Works Foreman;
2. Perform a variety of unskilled or semi-skilled maintenance work and operate a variety of equipment in the construction, operation, repair, maintenance and replacement of municipal streets, parks, buildings, equipment, storm drains, etc.;
3. Inspect streets and drainage systems to ensure they are functioning properly;
4. Ensure the proper maintenance of equipment and tools by cleaning same after each use;
5. Perform all duties in conformance with appropriate safety and security standards;
6. Perform required labor involved in construction and maintenance projects as part of a crew, including, but not limited to pavement cutting, ditch digging, etc.;
7. Operate a variety of hand and power tools;
8. Performance street maintenance repairs, including potholes, curb repair, manholes covers, etc.;
9. Load and unload material from truck;
10. Trim, remove and plant vegetation;
11. Clear debris from stormwater inlets, creeks, retention ponds, roads, etc.;
12. Mow and trim grass along municipal roads and property owned by the Township;
13. Assist with carpentry and masonry projects;
14. Paint municipally-owned buildings, roads, equipment, stop lines, etc.;
15. Clean municipal property;
16. Install street signs, new fences and guardrails;
17. Remove snow and ice from roadways, sidewalks, walking paths, etc.;
18. Be available to respond in and to emergency calls to address any issues including, but not limited to, those set forth above; and
19. Perform any other duties as directed by the Township Administrator, Principal Public Works Manager, or Public Works Foreman.

**ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

- A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

**CHESTERFIELD TOWNSHIP COMMITTEE**

Introduced: September 26, 2019

Adopted: October 10, 2019

RECORD OF VOTE													
INTRODUCTION							ADOPTION						
TWP COMMITTEE	AYE	NAY	NV	AB	ORD	SEC	TWP COMMITTEE	AYE	NAY	NV	AB	ORD	SEC
S. Dhopte	X						S Dhopte	X					
A Katz	X						A Katz	X					X
J. Liedtka	X				X		J. Liedtka	X					
D Koetas-Dale	X					X	D Koetas-Dale	X				X	
R. Romeu	X						R Romeu	X					
X – Indicates Vote    NV – Not Voting    AB – Absent    ORD – Motion    SEC - Seconded													