

CHAPTER 2.50: PUBLIC WORKS DEPARTMENT

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§ 2.50.010 DEPARTMENT OF PUBLIC WORKS CREATED; Organizational Structure.

The Department of Public Works is hereby created and established and shall have such functions and responsibilities as provided generally by this Code. The Department of Public Works shall consist of the Director of Public Works and all secretarial and administrative staff positions authorized by the City Council. The following divisions shall constitute subordinate divisions within the Department of Public Works:

- (A) Administration;
- (B) Water Division;
- (C) Wastewater Division;
- (D) Fleet Division;
- (E) Streets Division
- (F) Building & Grounds Division.

The Fleet, Streets, and Buildings & Grounds Divisions shall together be considered the Operations Division.

(Ord. 1637, passed 8-5-13; Am. Ord. 1677, passed 12-1-14; am. Ord. 1702, passed 12-21-15)

§ 2.50.020 DIRECTOR OF PUBLIC WORKS; CREATION AND APPOINTMENT.

The Office of Director of Public Works is hereby created. The Director of Public Works shall be appointed by the Mayor with the advice and consent of the City Council.

§ 2.50.030 DIRECTOR OF PUBLIC WORKS; SALARY

The Salary of the Director of Public Works shall be fixed by the City Council.

§ 2.50.040 DIRECTOR OF PUBLIC WORKS; DUTIES AND RESPONSIBILITIES

The Director of Public Works shall have duties and responsibilities prescribed by law and as described in the current job description approved by the City Council and as amended from time to time.

For statutory provisions authorizing the appointment of a Director of Public Works, see ILCS Ch. 65, Act 5, § 3.1-30-5 et seq.
(Ord. 1637, passed 8-5-13)

§ 2.50.050 ASSISTANT DIRECTOR OF PUBLIC WORKS (RESERVED)

(Ord. 1637, passed 8-5-13; Am. Ord. 1677, passed 12-1-14; Am. Ord. 1874, passed 9-7-21)

§ 2.50.060 ASSISTANT DIRECTOR OF PUBLIC WORKS; SALARY. RESERVED

(Ord. 1637, passed 8-5-13; Am. Ord. 1677, passed 12-1-14; am. Ord. 1874, passed 9-7-21)

§ 2.50.070 SUPERVISION OF PUBLIC WORKS EMPLOYEES.

(A) The Director of Public Works through the authority of the Mayor and City Council shall have the responsibility to oversee and direct all Public Works employees and equipment to carry out the projects and job assignments as these projects and assignments are scheduled.

(B) The following employees shall also report to the Director of Public Works: Administrative Assistant (Public Works), Superintendent of Water Division, Superintendent of Wastewater Division, and Superintendent of Operations)
(Ord. 1637, passed 8-5-13; Am. Ord. 1677, passed 12-1-14; Am. Ord. 1702, passed 12-21-15)

§ 2.50.080 SUPERINTENDENT OF WATER DIVISION; CREATION OF POSITION.

The position of Superintendent of Water Division is hereby created. The Superintendent of Water Division shall be hired by the Director of Public Works. The Position of Superintendent of Water Division shall be an exempt, non-union position which reports to and is directly supervised by the Director of Public Works.
(Ord. 1677, passed 12-1-14)

§ 2.50.090 SUPERINTENDENT OF WATER DIVISION; SALARY.

The salary of the Superintendent of Water Division shall be determined by the City Council.
(Ord. 1677, passed 12-1-14; Am. Ord. 1702, passed 12-21-15; Am. Ord. 2003, passed 11-4-24)

§ 2.50.100 SUPERINTENDENT OF WATER DIVISION; DUTIES AND RESPONSIBILITIES.

The Superintendent of Water Division shall have the duties and responsibilities as described in the current job description approved by the City Council and as amended from time to time.

§ 2.50.110 SUPERINTENDENT OF WASTEWATER DIVISION; CREATION OF POSITION.

The position of Superintendent of Wastewater Division is hereby created. The Superintendent of Wastewater Division shall be hired by the Director of Public Works. The Position of Superintendent of Wastewater Division shall be an exempt, non-union position which reports to and is directly supervised by the Director of Public Works.
(Ord. 1677, passed 12-1-14)

§ 2.50.120 SUPERINTENDENT OF WASTEWATER DIVISION; SALARY.

The salary of the Superintendent of Wastewater Division shall be determined by the City Council
(Ord. 1677, passed 12-1-14)

§ 2.50.130 SUPERINTENDENT OF WASTEWATER DIVISION; DUTIES AND RESPONSIBILITIES.

The Superintendent of Wastewater Division shall have the duties and responsibilities as described in the current job description approved by the City Council and as amended from time to time.

§ 2.50.140 SUPERINTENDENT OF OPERATIONS; CREATION OF POSITION.

The position of Superintendent of Operations is hereby created. The Superintendent of Operations shall be hired by the Director of Public Works. The Position of Superintendent of Operations shall be an exempt, non-union position which reports to and is directly supervised by the Director of Public Works.

§ 2.50.150 SUPERINTENDENT OF OPERATIONS; SALARY.

The salary of the Superintendent of Water Division shall be determined by the City Council.

§ 2.50.160 SUPERINTENDENT OF OPERATIONS; DUTIES AND RESPONSIBILITIES.

The Superintendent of Operations shall directly oversee and supervise the Public Works Employees in the Fleet Division, Streets Division, and Buildings & Grounds Division and shall have the duties and responsibilities as described in the current job description approved by the City Council and as amended from time to time.

§ 2.50.170 ADMINISTRATIVE ASSISTANT (PUBLIC WORKS); CREATION OF POSITION.

The position of Administrative Assistant (Public Works) is hereby created. The Administrative Assistant (Public Works) shall be hired by the Director of Public Works. The Position of Administrative Assistant (Public Works) shall be an exempt, non-union position which reports to and is directly supervised by the Director of Public Works.

§ 2.50.180 ADMINISTRATIVE ASSISTANT (PUBLIC WORKS); SALARY.

The salary of the Administrative Assistant (Public Works) shall be determined by the City Council.

§ 2.50.190 ADMINISTRATIVE ASSISTANT (PUBLIC WORKS); DUTIES AND RESPONSIBILITIES.

The Administrative Assistant (Public Works) shall directly oversee and supervise the Administrative Clerk and any other administrative Public Works employees and shall have the duties and responsibilities as described in the current job description approved by the City Council and as amended from time to time.

CHAPTER 2.52: (Repealed)

('78 Code, § 2.52.060) (Ord. 70, passed - -62; Am. Ord. 1637, passed 8-5-13)

CHAPTER 2.54: (Repealed)

(Ord. 1637, passed 8-5-13)