

February 7, 2022

Dear Honorable City Councilors and Ordinance Committee Members:

The DPW Commissioners voted 2-0 this evening to seek changes to the ordinance, Sec 2-201. Commissioner Mazik was unable to attend the meeting as he had another commitment.

Much of the changes to the ordinance were compiled by Board members, Acting Superintendent Chrzanowski and the City Engineer.

Thank you in advance for your attention to this important matter. It is our hope that this will be scheduled at your next Ordinance committee meeting.

We look forward to meeting with you and answering any questions you might have.

Sincerely,

Patricia C. Devine, Chair

It is important that this ordinance is changed so as to allow more applicants to qualify without having a Civil Engineering degree. The DPW has 2 engineers: #1 is Bob Pierant, the City Engineer and #2 is Jim Czach the Senior Engineer.

Therefore, the department does not need to have 3 engineers, but rather we propose that instead of Superintendent, we refer to this position as The Director of the Department of Public Works.

Please note below by ordinance, the City Engineer is also the Assistant Superintendent of public works. We would also propose that the Assistant Superintendent shall be referred to the Assistant Director of the DPW.

“The City Engineer by Sec. 2-221 in addition to the duties required of him by the General Laws of Massachusetts, the City Charter and the ordinances of the city, shall perform such services as are proper for a civil engineer to perform.

The City Engineer shall also serve as the assistant superintendent of public works and work under the direction and control of the board of public works.”

CURRENT ORDINANCE FROM 1948

Department of Public Works – Holyoke code of ordinances

Sec. 2-201.

Duties and Qualifications

Sec 2-201 Duties and Qualifications

Pursuant to the authority granted them under section 3 of Chapter 3 of chapter 556 of the Acts of 1948, the city council declares the duties and qualifications of the general superintendent of the department of public works to as follows:

(1) *Qualifications:* Prior to his appointment, the general superintendent shall have received a college degree in civil engineering and shall have had engineering and administrative experience in public or private employment dealing with a public works program. He shall hold office until a successor has been appointed, or until removed for cause.

(2) *Duties:*

The general superintendent of public works under the direction of the board of public works, shall supervise all work of the public works department and shall have sole charge of carrying out the order and policies of said board. These duties include, but are not limited to, the construction and maintenance of highways, bridges, sidewalks, sewers, drains and public buildings, the collection and disposal of refuse, flood control, sewage treatment.

PROPOSED CHANGES TO THE ORDINANCE: of Sec 2-201 IN YELLOW

The Director of Public Works under the direction of the Board of Public Works, shall supervise all work of the public works department and shall have the sole charge of carrying out the order and policies of said board. These duties include, but are not limited to, the construction of and maintenance of highways, bridges, sidewalks, sewers, drains and public buildings; the collection and disposal of refuse, flood control, sewage treatment and engineering; shall also include the general supervision of the day-to-day operation of the Department of Public Works including by not limited to the management of Parks, Cemeteries, Sanitation, Forestry, Central Maintenance Garage, and the city fuel station and all duties related to the Department of Public Works.

(1) *Qualifications:* Prior to his appointment by the Mayor of the City, the Director of the DPW shall have a minimum of 5 years public works administrative experience with a strong concentration and knowledge of laws and regulations governing municipal public works operations or related public or private utility management experience; knowledge of public works construction, budgeting, contract administration, public procurement, and labor compliance; as well as an understanding of the principals of labor contracts and Collective Bargaining Agreements.

(2) *Duties:*

The Director of Public Works under the direction of the board of public works, shall supervise all work of the public works department and shall have sole charge of carrying out the order and policies of said board. These duties include, but are not limited to, the construction and maintenance of highways, bridges, sidewalks, sewers, drains and public buildings, the collection

and disposal of refuse, flood control, sewage treatment; Shall also include the general supervision of the day-to-day operation of the Department of Public Works including but not limited to the management of Parks, Cemeteries, Sanitation, Forestry, Central Maintenance Garage, and the city fuel station and all duties related to department of Public Works.

(3) To appear before the City Council on matters relating to the Department of Public Works