

**COUNTY OF WARREN
LOCAL LAW NO. 7 OF 2007**

**A LOCAL LAW AMENDING LOCAL LAW NO. 3 OF 2004
RESTRUCTURING THE DEPARTMENT OF PUBLIC WORKS
OF THE COUNTY OF WARREN, STATE OF NEW YORK**

BE IT ENACTED, by the Board of Supervisors of the County of Warren, New York, as follows:

SECTION 1. Title. This law shall be entitled, “A Local Law Amending Local Law No. 3 of 2004 Restructuring the Department of Public Works for the County of Warren, State of New York.”

SECTION 2. Legislative Intent and Purpose. The intent and purpose of this Local Law is to amend Sections 2 and 3 of Local Law No. 3 of 2004 to remove the Division of Natural Disaster and Civil Defense from the direction of the Superintendent of Public Works. This amendment is necessary in order to accomplish the purpose and intent of Local Law No. 6 of 2007, the Establishment of an Office of Emergency Services for Warren County, under which the responsibilities and duties of Natural Disaster and Civil Defense will be under the authority of the administrative head of the Office of Emergency Services.

SECTION 3. Section 2 of Local Law No. 3 of 2004 Changed and/or Superseded. Section 2 of Local Law No. 3 of 2004 is hereby amended to read as follows:

SECTION 2. Department of Public Works. There is hereby created a Department of Public Works of the County of Warren, State of New York, which shall be under the direction of a Superintendent of Public Works. The Department of Public Works shall contain the following Divisions:

- Division of Highways
- Division of Parks, Recreation & Railroad
- Division of the Airport
- ~~● Division of Natural Disaster and Civil Defense~~
- Division of Buildings and Grounds
- Division of Engineering, Permitting, Utilities, Waste Management and Environmental Compliance

SECTION 4. Section 3 of Local Law of 2004 Changed and/or Superseded.

Subparagraph (c)(iv) of Section 3 of Local Law No. 3 of 2004 is hereby amended to delete subparagraph (c)(iv) of Section 3 and to renumber the following subparagraphs as follows:

SECTION 3. Department of Public Works Divisions

- a) All Divisions shall be under the administrative direction and superintendence of the Superintendent of Public Works
- b) Each Division shall be under the direction of a Division Head who shall be appointed by the Superintendent of Public Works in accordance with any requirements of the Civil Service Law or rule or any other State or Federal Laws or rules that may apply. The Division Heads may be titled Director, Manager, Superintendent or any other title as determined by past practice or by the Superintendent of the Department of Public Works to be reflective of such Division's duties, authority and responsibilities, except that any title designation must be in accordance with any applicable Civil Service Law or rule or any other State or Federal Laws or rules.
- c) Subject to the Superintendent's authority to combine or consolidate functions common to the various divisions as herein provided, a

general description of the duties and responsibilities of each Division shall be as follows:

- (i) *Division of Highways* - shall be responsible for (a) construction, maintenance, supervision, repair, alteration, demolition and custodial care of all highways, bridges, parking fields, drives and related facilities owned and/or operated by the County (b) construction, maintenance, supervision, repair, alteration, demolition and custodial care of highways, bridges, parking fields, drives and related facilities owned by others to the extent that the County has contractually agreed to provide such services (c) Department vehicle and equipment repair and maintenance.
- (ii) *Division of Parks & Recreation and Railroad* - shall be responsible for the construction, maintenance, supervision, repair, alteration, demolition and custodial care of all County owned and operated parks and recreational facilities, preserves, walks, railroads, bikeways, nature centers and other facilities in the nature of public works within County jurisdiction or where contractually or otherwise appropriate and lawful.
- (iii) *Division of the Airport* - shall be responsible for the construction, maintenance, supervision, repair, alteration, demolition and custodial care of all County owned and operated airports and facilities.

~~(iv)~~ ~~Division of Natural Disaster and Civil Defense~~ shall be responsible for planning, administrating, training and managing Civil Defense, Safety training and traffic safety.

~~(iv)~~(v) *Division of Buildings and Grounds* - shall be responsible for the construction, maintenance, supervision, repair, alteration, demolition and custodial care of all County owned and operated buildings and facilities and supporting facilities such as parking lots, lighting and walkways, except those buildings and facilities under the administration of the Division of Parks, Recreation and Railroads, Division of the Airport and/or County Departments (other than the Department of Public Works) where the Division of Buildings and Grounds shall only provide assistance with County wide key lock systems, phone systems, industrial electrical and other major tasks or work as may be requested by the said Divisions or County Departments provided, however, that such requested work shall not include buildings and grounds routine maintenance, janitorial or minor repairs unless authorized and directed by the Superintendent of the Department of Public Works in the case of the Divisions or by resolution of the Board of Supervisors in the case of the County Department.

~~(v)~~(vi) *Division of Engineering, Permitting, Utilities, Waste Management and Environmental Compliance* - shall be responsible for (a) the

supervision and custodial care of all County owned and operated utilities such as wastewater disposal facilities, (b) providing professional engineering, surveying and related authorized professional support services for all divisions and County Departments, (c) providing professional oversight services for all department divisions and County Departments, (d) processing, filing, administrating all department administrated grants, permits, projects, programs, reporting requirements, (e) departmental planning, (f) planning, developing, administrating and coordinating County recycling and waste management programs in Warren County and (g) making periodic reports at least annually to the Board of Supervisors concerning the activities of the Department.

SECTION 5. Previously Enacted Local Law Amended or Changed. All other terms and conditions of Local Law No. 3 of 2004 not specifically amended herein shall remain in full force and effect.

SECTION 6. Enactment Authority. This Local Law is enacted under the authority of Section 10 of the Municipal Home Rule of New York State.

SECTION 7. Effective Date. This Local Law shall become effective immediately after its adoption and upon filing in the Office of the Secretary of State.