


## SUMMARY OF ORDINANCE NO. 4-1-22

**AN ORDINANCE OF THE CITY OF BROMLEY CREATING A NEW SECTION OF CHAPTER 31 OF THE OFFICIAL CODE OF THE CITY OF BROMLEY ESTABLISHING THE POSITION OF CITY PUBLIC WORKS MANAGER, SETTING FORTH THE DUTIES OF SAME AND PROVIDING FOR THE QUALIFICATIONS AND COMPENSATION OF THE PUBLIC WORKS MANAGER.**

City of Bromley Ordinance No.4-1-22 adopts a new section of Chapter 31 of the Official Code of the City of Bromley by creating the office of the Bromley Public Works Manager.

The ordinance provides that the Public Works Manager shall be appointed by the Mayor with approval of council. The ordinance also sets forth the duties of the Public Works Manager, the qualifications for the Office and compensation for the Public Works Manager. It also repeals all ordinances which conflict with its provisions, provides that invalidation of any part of the ordinance shall not affect the remainder and provides that the ordinance shall take effect when passed, published and recorded according to law.

I hereby certify that I am an attorney licensed to practice law in the Commonwealth of Kentucky and I have prepared the above summary of City of Bromley Ordinance No.4-1-22 in a way reasonably calculated to inform the public in a clear and understandable manner of the meaning of the ordinance.

  
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R. KIM VOCKE  
CITY ATTORNEY  
CITY OF BROMLEY, KENTUCKY

ORDINANCE NO. 4-1-22

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BE IT ORDAINED BY THE CITY OF BROMLEY:

SECTION ONE

A new section of Chapter 31 of the Official Code of Ordinances of the City of Bromley is hereby adopted to read as follows:

The office of Public Works Manager is hereby established

The City Public Works Manager shall be appointed by the Mayor with the approval of the City Council pursuant to KRS 83A.080; and may be removed by the Mayor at will.

Public Works Manager shall maintain and oversee the City's street conditions, grounds, buildings, signs, equipment and ensures the general overall cleanliness of the city. The Public Works Manager shall also be on call upon request of the mayor to respond to a variety of issues that are not uncommon to the wellbeing of the city.

In addition, The Public Works Manager shall provide weekly citywide litter cleanup of park area, city streets, and curb debris, a seasonal cleanup with the use of the Street Sweeper citywide, perform street inspections for repair to include creation and maintenance of a record of all areas, performing annual trimming of tree branches and bushes interfering with pedestrian traffic, be responsible for the proper management of the Storm Water Pollution Prevention as outlined in Sanitation District No. 1 Storm Water management policy, maintain and provide an accurate inventory of Public Works equipment and supplies to the City Clerk, perform a verity of administrative duties associated with the position, and provide all necessary maintenance for the smooth operation of the City Building as well as providing assistance to the clerk and custodian.

The manager will also be available to assignments beyond his normal scope of work. Addition compensation will be paid for this type of work as needed. The manager will be responsible to maintain records related to his duties and will submit a detailed report when asked to perform work outside the normal scope expected.

The Public Works Manager shall have a high school diploma or equivalent GE, be skilled in the use of all types of hand tools as well as motor operated equipment such as lawn mowers, tractors and street sweepers, must have or obtain within a reasonable period of time a Certifications in the use and care of weed killing products and must have a valid driver's license.

The Public Works Manager shall be compensated at a rate of \$11.76 an hour until the City's Pay Classification Ordinance is adopted and then be compensated according to that ordinance.

**SECTION II**

All ordinances in conflict herewith are to the extent of such conflict repealed.

**SECTION III**

The invalidity of any section, subsection, or sentence or the ordinance shall not affect the remainder.

**SECTION IV**

This Ordinance shall take effect and be in full force from and after its passage, approval, and publication, according to law.

CITY OF BROMLEY, KENTUCKY  
A municipal corporation

BY:   
MAYOR

FIRST READING 4-13-22

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YES

0

NO

SECOND READING 5-11-22

4

YES

0

NO

ATTEST: *Jeri Stoll*

CITY CLERK

# CITY OF BROMLEY

226 BOONE STREET  
BROMLEY, KY 41016  
(859) 261-2498 • FAX (859) 261-6791

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## **Public Works**

**Public Works Manager**

## **Reports To**

**The Mayor**

## **Job Overview**

Public Works Manager, maintains and oversees the City's Street conditions, grounds, buildings, signs, equipment and ensures the general overall cleanliness of the city. The manager also is on call for the mayor to respond to a variety of issues that are not uncommon to the wellbeing of the city. The manager will also be available to assignments beyond his normal scope of work. Addition compensation will be paid for this type of work as needed. The manager will be responsible to maintain records related to his duties and will submit a detailed report when asked to perform work outside the normal scope expected.

## **Responsibilities and Duties**

Provide a bullet point list of the responsibilities and duties of this job.

- Weekly citywide litter cleanup of park area, city streets, and curb debris.
- Seasonal cleanup with the use of the Street Sweeper citywide.
- Street inspections for repair to include a record of all areas.
- Annual trimming of tree branches and bushes interfering with pedestrian traffic.
- Responsible for the proper management of the Storm Water Pollution Prevention as outlined in Sd1's Storm Water management policy.
- Maintain and provide an accurate inventory of Public Works equipment & supplies to the City Clerk. The manager will perform a verity of administrative duties associated with the position.
- Provide all necessary maintenance for the smooth operation of the City Building as well as providing assistance to the clerk and custodian.

**Qualifications**

- High School diploma or equivalent GED.
- Self-Starter
- Skilled in the use of all types of hand tools as well as motor operated equipment such as lawn mowers, tractors and street sweepers.
- Must obtain Certifications in the use and care of weed killing products.
- Must have a valid driver's license.

**Salary**

The hourly rate shall be \$11.76 per hour. Additional compensation shall be paid for work considered to be beyond the normal scope of responsibilities.