

SECTION 6.06 – DIVISION OF OPERATIONAL SERVICES.

C. ORGANIZATION OF THE DIVISION

1. 911 Communications
2. Emergency Management Agency
3. Engineering Department
 - a. **Boiler Plant Office**
 - b. Building and Grounds Office
 - c. Engineering Office
 - d. Road and Bridge Office

D. RESPONSIBILITIES OF THE DEPARTMENTS

3. *ENGINEERING DEPARTMENT*

c. **Organization of the Department**

- i. Chief County Engineer
 - i. County Engineer
 - ii. Staff Engineer
 - iii. Department Personnel
- ii. **Boiler Plant Office**
- iii. **Building and Grounds Office**
- iv. Engineering Office
- v. **Road and Bridge Office**

e. **Functions of the Offices**

i. **Boiler Plant**

a. **Function of the Office**

The Boiler Plant Office shall manage and maintain the mechanical systems for all buildings and property owned by Luzerne County and used for government operations to ensure the proper function and safe operation for all County employees and visitors.

b. **Office Head**

The Boiler Plant Office shall be managed by the Department Head (Chief County Engineer) who shall be responsible to the Division Head of Operational Services for the proper performance of the office.

c. **Organization of the Office**

- i. Chief County Engineer
 - a. **Mechanical Systems Engineer**

d. **Responsibilities of the Office**

- i. Administer maintenance contracts for all county-owned mechanical system infrastructure;
- ii. Monitor mechanical systems daily to ensure optimal, efficient and safe operation;
- iii. Maintain equipment compliance with State, Federal, and County regulations;
- iv. Perform such other duties as may be assigned or delegated by the County Manager.