MEMBERS OF THE ROAD CREW

**Summary:**

The Road Crew reports to the Roads Master.

They will be responsible for the implementation of all phases of Construction, execution, and the maintenance of Roads and Equipment in the Township. The Road Crew shall be responsible for work activities necessary to carry out Roads Department projects and road maintenance work activities. The Road Crew shall be responsible for the maintenance of all Township Equipment; to report on the scheduled work activities and operational needs of the Roads Department.

**Duties and Responsibilities:**

1. To report to the Roads Master and at his/her direction, report to the Board of Supervisors on all matters pertaining to the work activities of the Roads Department.
2. To schedule construction, and maintenance projects and work activities for Roads, Highways, Parks, Buildings, Sewers, Storm Sewers, Drainage Ditches, Waterways, etc., in consultation with the Roads Master.
3. To safely and productively operate all department Vehicles and Equipment.
4. To initiate correction action[s] in matters of Safety and personnel issues, when necessary.
5. To represent the Township regarding the public’s complaints.
6. To implement Policies, and changes as directed by the Roads Master, and the Board of Supervisors.
7. To assume any duties assigned by the Roads Master, and/or the Board of Supervisors.

The PSATS Ordinance Database includes examples that townships can use when developing their own ordinances, job descriptions, and personnel regulations. Please keep in mind that these examples are merely models and should only be used as a guide in developing your own ordinance, job description, or personnel regulation. PSATS encourages township officials to review and discuss all proposed ordinances, job descriptions, or personnel regulations with their township solicitor. Also, please keep in mind that PSATS cannot guarantee that a model ordinance, job description, or personnel regulation has or will withstand a court challenge.

To use the database, you can browse for ordinances, job descriptions, or personnel regulations by choosing a category such as “Job Descriptions” or “Roads/Streets.” Search for ordinances by using keywords such as "snow", "road maintenance", "nuisance", or other words that are relevant to your request.

If you can't find what you're looking for…new ordinance files are constantly being added to this site. However, there may be instances where we do not currently have what you are looking for. If you can't find a specific ordinance, try submitting a request for one. Click on the Ordinance Request link, fill out the form and click on submit. After receiving your request, we will try to locate a sample ordinance for you.