

TOWN OF WEST SENECA



ENGINEERING
DEPARTMENT

TOWN SUPERVISOR
SHEILA M. MEEGAN
TOWN COUNCIL
EUGENE P. HART
WILLIAM P. HANLEY, JR.

TO: Honorable Town Board

FROM: Steven Tanner

DATE: March 18, 2015

RE: **CHANGE OF TITLE**

Please terminate Michael Demma, Jr. of 310 East and West Road as a Buildings and Grounds Laborer and appoint him as a Sewer Maintenance Worker, Group 2, Step 5 at a rate of \$28.17 effective March 16, 2015.

It is in my opinion that his rate of pay should reflect the responsibilities he performs daily. At present, Mr. Demma's duties are that of a Sewer Maintenance Worker such as:

1. Removing obstructions from sewers with sewer rods
2. Under direction, operating pumps, motors and other machinery and equipment of pumping station or sewage treatment plant
3. Pumping out cellars or excavations that have become flooded as the results of storms; repairs sewers, manholes and catch basins.
4. Repairing valve leaks, replacing parts and packing.
5. Scheduling repair and maintenance work, scheduling work for outside contractors, recommends purchase requests to Commissioners and fill in forms.

Overall, he has a good knowledge of sewers, plumbing, carpentry, electrical repairs, supplies, and equipment; good knowledge of the general custodial duties of building services; ability to maintain records and to prepare reports; ability to understand and follow routine oral and written instructions; industry and dependability; physical condition commensurate with the demands of the position.

Please have the Supervisor sign the forms necessary for Erie County Personnel.

Sincerely,

Steven P. Tanner, P.E.
Town Engineer

MAR 23 2015