



# CITY OF RAPID CITY

## Public Works Department Solid Waste Division

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### MEMORANDUM

TO: Mayor & Council

FROM: Karl Merbach, Superintendent

SUBJECT: Solid Waste Division Reorganization- Creation of revised positions

DATE: August 9, 2012

The Rapid City Solid Waste Division is requesting the approval of two revised job descriptions. The *Landfill Supervisor* is being eliminated to create the position of *Solid Waste Project Manager*. Due to the increase in regulatory and new processes, including landfill gas, cell expansions, landfill expansion, and MRF upgrades, a full-time technical position is needed to oversee these projects. The administrative duties of the former *Landfill Supervisor* will be distributed to other supervisors.

A *Landfill Chief* position is being created to oversee the daily operations of the landfill, including overseeing landfill operators, yardwaste composting, equipment maintenance, and daily compliance. We will fill this position internally by posting to existing staff. The Material Recovery Facility presently has an Operations Chief and Maintenance Chief to oversee due daily operations in the MRF.

In this reorganization, we are requesting no new FTE's. These proposed plans have been shared with all hourly and supervisory employees in the Solid Waste Division.



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