

TENAKEE SPRINGS MUNICIPAL CODE

TITLE 19

FUEL SERVICES DEPARTMENT

Chapters:

19.01 **GENERAL (RESERVED)**

19.02 **DEPARTMENT OF FUEL SERVICES**

CHAPTER 19.02

DEPARTMENT OF FUEL SERVICES

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19.02.010 Department Establishment. The Fuel Service Department is hereby established.

19.02.020 Purpose. A. The Department of Fuel Services shall provide for the storage and distribution of fuels within the municipality of the City of Tenakee Springs.

B. The system for the storage and distribution of fuels shall be known as the Tenakee Springs Fuel Service.

C. The Tenakee Springs Fuel Services shall be operated as an Enterprise Fund of the City of Tenakee Springs and net proceeds shall be for operation, maintenance and capital improvements of the fuel services, with other uses only as provided for a public use by the City Council in Title 09.11 Revenue and Finance, Enterprise Funds.

19.02.030 Management and Operation. A. Under the direction of the Mayor, the Fuel Service Department shall be managed and operated by the Fuel Operation Manager.

B. The Fuel Operation Manager shall be qualified to act as the USCG Person in Charge (PIC) for the Fuel Services Facility.

C. The Fuel Operation Manager is appointed by the Mayor with confirmation by the City Council.

19.02.040 Fuel Manager Duties. A. The Fuel Operation Manager shall be responsible for management and the day to day operation of Fuel Services, including:

1. prepare and keep current Operation Plan, Spill Plan, and file reports, licenses and permits to state and federal agencies as required;
2. the maintenance of fuel storage and transfer facilities, equipment, and office facilities, and for the periodic testing and inspection of the fuel facilities;
3. fuel order and delivery, transfer and sales;
4. monthly status reports, policy recommendations, and pricing changes to the City Council, and Annual budget request to the Mayor;
5. management of all Tenakee Fuel Services funds and maintains or oversees the inventory and sales records, billings and collections, accounting of revenues and expenditures, and required financial reports and statements;
2. hires and directs employees and contractors.

19.02.050 Fuel Services Policy and Fees. A. The Fuel Manager shall develop for City Council approval, a Fuel Services Policy and Fee Schedule.

B. The fuel rates to be charged for services shall be as set forth by the most current fuel charges that the city pays for said fuel, plus delivery and operation costs as set forth in the Fuel Services Policy and Fees.

C. The Fuel Services Policy and Fees, and changes thereto, shall be adopted by City Council Resolution and shall become a part of the Tenakee Springs Policy, Fees and Regulations.