

AN ORDINANCE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF SOUTH HARRISON AMENDING CHAPTER 19 OF THE SOUTH HARRISON TOWNSHIP CODE ENTITLED “OFFICERS AND EMPLOYEES”

WHEREAS, the Township Committee of the Township of South Harrison has determined that certain amendments to the Township Code are necessary and compelled by New Jersey Law specifically with respect to Chapter 19 entitled “Officers and Employees”; and

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of South Harrison in the County of Gloucester and State of New Jersey that Chapter 19 entitled “Officers and Employees” of the South Harrison Township Code is hereby amended, as follows:

SECTION I: Purpose.

This purpose of this Ordinance is to amend Chapter 19 of the South Harrison Township Code and to create and establish Article IX entitled “Municipal Clerk”, as well as Article X entitled “Chief Financial Officer”.

SECTION II:

Article IX is hereby established under the heading “**Municipal Clerk**”.

Chapter 19 of the South Harrison Township Code be and is hereby amended to establish the following Sections under Article IX:

§19-21. Municipal Clerk; Term.

There is hereby created within the Township of South Harrison the office of Municipal Clerk pursuant to N.J.S.A. 40A:9-133. The term of office shall be three (3) years.

§19-22. Duties.

Pursuant to N.J.S.A. 40A:9-133(e), the Municipal Clerk shall:

A. Act as Secretary of the Township and Custodian of the Township seal and of all minutes, books, Deeds, Bonds, contracts and archival records of the Township.

B. Act as Secretary to the Township Committee, prepare meeting Agendas at the discretion of the Township Committee, be present at all meetings of the Township Committee, keep a journal of the proceedings of every meeting, retain the original copies of all Ordinances and Resolutions, and record the minutes of every meeting;

C. Serve as the Chief Administrative Officer in all elections held in the Township, subject to the requirements of Title 19 of the Revised Statutes;

D. Serve as Chief Registrar of voters in the Township, subject to the requirements of Title 19 of the Revised Statutes;

E. Serve as the Administrative Officer responsible for the acceptance of applications for licenses and permits and the issuance of licenses and permits, except where statute or municipal ordinance has delegated that responsibility to another Township Officer;

F. Serve as coordinator and records manager responsible for implementing local archives and records retention programs as mandated pursuant to Title 47 of the Revised Statutes;

G. Perform such other duties as are now or hereafter imposed by Statute, regulation or by Municipal Ordinance or regulation.

§19-23. Salary.

The salary of the Municipal Clerk shall be as provided by the Township Committee in the Salary Ordinance.

Chapter 19 of the South Harrison Township Code be and is hereby amended to establish the following Sections under Article X:

§19-24. Chief Financial Officer; Term.

There is hereby established the position of Chief Financial Officer in and for the Township of South Harrison pursuant to N.J.S.A. 40A:9-140.10. The Chief Financial Officer shall be appointed by the Township Committee and the term of office shall be four (4) years which shall extend from January 1 in the year in which the Chief Financial Officer is appointed.

§19-25. Salary.

The salary of the Chief Financial Officer shall be as provided by the Township Committee in the Salary Ordinance.

SECTION III: Effective Date.

This Ordinance shall take effect upon final adoption, publication and as otherwise provided by law.

SECTION IV: Repealer.

All Ordinances or parts of Ordinances inconsistent with the terms and provisions of this Ordinance be and are hereby repealed to the extent of such inconsistency.

SECTION V: Saved From Repeal.

All Ordinances or parts of Ordinances not inconsistent with the terms and provisions of this Ordinance are hereby saved from repeal.

TOWNSHIP OF SOUTH HARRISON

By: _____
James McCall, Mayor

Dated: February 11, 2010

ATTEST:

Nancy E. Kearns, RMC
Township Clerk

NOTICE

The foregoing Ordinance was introduced at a Regular Meeting of the Mayor and Township Committee of the Township of South Harrison conducted on February 11, 2010 and will be considered for Final Hearing and adoption at a meeting to be held on the 10th day of March 2010, at 8:00 p.m., at which time any objections hereto may be heard in the Municipal Building of South Harrison Township, 664 Harrisonville Road, Harrisonville, New Jersey.

Nancy E. Kearns, RMC
Township Clerk

NOTICE

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NOTICE is hereby given that the foregoing Ordinance O-10-05 was finally adopted at a meeting of the South Harrison Township Committee held on the 10th day of March 2010 at 8:00 p.m. in the South Harrison Township Municipal Building, 664 Harrisonville Road, Harrisonville, New Jersey.

Nancy E. Kearns, RMC
Municipal Clerk