ORDINANCE # 2011 – 16

AN ORDINANCE AMENDING CHAPTER 2 OF THE CODIFIED ORDINANCES OF THE TOWNSHIP OF OCEAN ESTABLISHING THE DEPARTMENT OF PUBLIC WORKS AND REPEALING CHAPTERS 2.32 AND 2.104.

Be it ordained by the Township Committee of the Township of Ocean, County of Ocean, State of New Jersey as follows:

SECTION 1. PURPOSE

The Township of Ocean is desirous of streamlining its departments and personnel responsible for maintenance and upkeep of public roads, parks, docks and other facilities into one department, instead of two as it is currently configured. The purpose of this ordinance is to combine the Road Department and Department of Parks by creating a new Department of Public Works and designating same as Chapter 2.33, while simultaneously repealing and deleting Chapters 2.32 and 2.104.

2.33.010. CREATION

There is hereby created a Department of Public Works, to be a department of the Township of Ocean. The Department shall be under the direction of the Township Committee of the Township of Ocean and under the direct supervision of the Department Head and the Township Administrator.

2.33.20 MEMBERSHIP

The Department of Public Works shall consist of but not limited to the following personnel:

A. Management/Supervisory Staff to be appointed by the Township Committee by resolution as deemed necessary and subject to appropriations in the current year budget.

1. Superintendant of Public Works who shall be the department head.

2. Foreman of Roads, Beach, Docks and Drainage

3. Foreman of Buildings and Grounds, Parks Maintenance and Repairs.

B. Support staff such as drivers, laborers, heavy equipment operators, mechanics and maintenance employees shall be appointed by the Township Committee by resolution as deemed necessary and subject to appropriations in the current year budget.

2.33.030 PERSONNEL POLICIES

Personnel policies shall be as set forth in the Code of the Township of Ocean entitled "Personnel Policy" and as set forth in any collective bargaining agreement for union members within the

Department of Public Works.

A. Job descriptions. Job descriptions shall be established by resolution of the Township Committee and maintained for each position in the Public Works Department. These job descriptions shall be kept on file in the office of the Township Clerk.

B. Employee Manual. All Public Works Department employees will be issued a "Department of Public Works Employee Manual", once same has been approved, which shall set forth General Rules and Procedures and Safety Rules and Procedures. All Public Works Department employees are mandated to follow the rules and procedures set forth in this manual as adopted by resolution by the Township Committee.

2.33.40 POWERS AND DUTIES

The Department of Public Works shall be responsible for construction and/or maintenance of all streets, sidewalks, alleys and public ways accepted by the township; construction, operation and maintenance of all storm-water drains, gutters and appurtenances thereto, care and maintenance, erection and construction of all signs owned by the municipality; the clearing of all municipal roadways and ways; the maintenance of all parks and playgrounds accepted by the Township including public docks,

beach areas and buildings and grounds; and shall perform such other services and functions as may from time to time be directed by the Department Head or Township Administrator or Township Committee. Any member of the Public Works Department may be assigned duties as the need and emergency arises.

2.33.050 CUSTODIAN OF TOOLS AND EQUIPMENT

The Department Head shall be the custodian of all tools, equipment and vehicles and property belonging to the Township of Ocean and not assigned to the care of the township or any other public office. The Department Head shall establish rules and regulations for property storage of tools, equipment and vehicles.

SECTION 2. REPEALER

This ordinance repeals any other ordinance or parts of an ordinance inconsistent herewith, including Chapter 2.32 "Road Supervisor," and Chapter 2.104 "Department of Parks".

SECTION 3. SEVERABILITY

If any work, phrase, clause, section or provision of this chapter shall be found by any court of competent jurisdiction to be unenforceable, illegal or unconstitutional, such word, phrase, clause, section or provision shall be severable from the balance of

the ordinance and the remainder of the ordinance shall remain in full force and effect.

SECTION 4. WHEN EFFECTIVE

This ordinance shall take effect upon final passage and publication according to law.

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced and passed by the Township Committee of the Township of Ocean on first reading at a meeting held on the 8th day of September, 2011. The Ordinance will be considered for second and final reading at a meeting of the Township Committee which is scheduled for the 13th day of October, 2011, at 7:00 p.m., or as soon thereafter as the matter may be reached, at the Municipal Building located at 50 Railroad Avenue, Waretown, New Jersey, at which time the public is invited to ask questions, raise objections, or provide public comment with regard to the proposed adoption of this Ordinance.

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Diane B. Ambrosio, RMC
TOWNSHIP CLERK