ORDINANCE # 21-18

ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY ESTABLISHING PROCEDURES TO ADOPT PERSONNEL PRACTICE AND AUTHORIZING THE BOROUGH ADMINISTRATOR TO IMPLEMENT SAID PRACTICES WITH ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS AND INDEPENDENT CONTRACTORS OF THE BOROUGH

NOW THEREFORE BE IT ORDAINED by the Mayor and Borough Council of the Borough of Keyport, Monmouth County, New Jersey, that:

Section 1. The Borough of Keyport (the "**Borough**") shall by ordinance establish titles for public employment by the Borough and salary ranges for Borough employees. Said titles shall conform to the New Jersey Civil Service Act and regulations promulgated by the New Jersey State Department of Personnel.

Section 2. The Borough shall by resolution adopt and amend from time to time personnel policies and procedures including rules concerning the hiring and termination of employees, terms and conditions of employment, and regulations required to comply with applicable Federal and State employment related law. The personnel policies and procedures adopted pursuant to said resolution(s) shall be applicable to all officials, appointees, employees, prospective employees, volunteers and independent contractors of the Borough.

Section 3. The Borough Administrator shall be responsible to implement and enforce the personnel practices adopted by ordinance or resolution authorized pursuant to this section. If there is a conflict between said personnel practices and any duly adopted and lawful collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, the practices adopted pursuant to this ordinance shall prevail.

Section 4. Any Section of the Borough Code that is inconsistent with this Ordinance is hereby repealed.

Section 5. This ordinance shall take effect immediately upon passage and publication as required by law.

Introduced: September 18, 2018
Public Hearing: October 2, 2018
Adopted: October 2, 2018

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Valerie T. Heilweil, RMC, CMR
Borough Clerk
Borough of Keyport

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Harry M. Aumack, II, Mayor
Borough of Keyport