

Introduction Date: September 24, 2018

Adoption Date: October 9, 2018

ORDINANCE No. 2018-16

TOWNSHIP OF EASTAMPTON

COUNTY OF BURLINGTON

**AN ORDINANCE OF THE TOWNSHIP OF EASTAMPTON REORGANIZING
CHAPTER 35, THE DEPARTMENT OF FINANCE**

Whereas, pursuant to N.J.S. 40:49-4, and by way of Ordinance No. 2011-13, the Township Council of the Township of Eastampton, NJ, revised and readopted its municipal code, hereafter referred to as the “Code;” and

Whereas, pursuant to the Code, the Township established the Department of Finance at Sections 5-10 and 5-29, respectively; and

Whereas, pursuant to the Code, the Township created the position of Director of Finance, at Section 5-29, and thereafter outlined the duties and responsibilities of the position, at Section 5-30, which includes serving as the Chief Financial Officer pursuant to N.J.S. 40A:9-140.10; and

Whereas, pursuant to the Code, the Township established the position of Township Treasurer, at Sections 5-31 and 88-4, respectively, and outlined the responsibilities related thereto; and

Whereas, the Township Council and Township Manager have studied the structure of the Department of Finance, including the responsibilities of the Director of Finance and Treasurer and have concluded that, for reasons of economy and efficiency, the duties of the position of Treasurer can be subsumed into the position of Director of Finance; and

Whereas, the Township Council has concluded that it can maintain the quality of services within and streamline the operations of the Finance Department by reallocating the responsibilities and duties of the position of Treasurer to the Director of Finance, such that it is no longer necessary to maintain the position of Treasurer;

NOW THEREFORE, BE IT ORDAINED by the Township Council of the Township of Eastampton, County of Burlington, State of New Jersey, as follows:

SECTION I.

The Township Council hereby amends the Code to reorganize the functions of the Finance Department as follows:

1. Section 5-30, Subsection B of the Municipal Code, shall be amended to include the following:

(4) Perform the following duties and responsibilities:

- a. Perform all duties previously enumerated as that of the Township Treasurer and exercise all of the related functions, powers and duties prescribed by general law and Township ordinance.
- b. Keep and maintain books and records of all financial transactions of the Township in accordance with the standards and requirements of the Division of Local Government in the Department of the Treasury of the State of New Jersey.
- c. Have custody of all public moneys of the Township and make monthly reports to the Township Council of all receipts, expenditures, commitments and unexpended appropriations.
- d. Control all expenditures to assure that budget appropriations are not exceeded.
- e. Have custody of all investments and invested funds of the Township or in possession of the Township in a fiduciary capacity, except as otherwise provided by law, and keep such funds and all moneys of the Township not required for current operations safely invested or deposited in interest-bearing accounts as may be recommended by the Manager (and by consent of Council).

(5) All moneys received from any source by or on behalf of the Township or any department, division, board, office, or agency, except as otherwise provided by ordinance, shall be paid to the Director of Finance, who shall, by the next ensuing bank day after their receipt, deposit them to the credit of the Township in the authorized depository of the Township to the credit of the proper account.

(6) The Director of Finance shall be duly bonded by a surety company authorized to do business in the State of New Jersey in an amount established by the Council.

2. Sections 5-31 and 88-4 of the Code are hereby repealed in their entirety.

3. Where ever else the Code references or assigns duties or responsibilities to the position of "Treasurer" or "Township Treasurer," those references shall be replaced with, and any duties and responsibilities shall be assigned to, the Director of Finance and/or his/her designee.

Section II.

This ordinance shall take affect twenty (20) days after final passage, approval and publication after adoption by the Township Council.

ATTEST:



KIM-MARIE WHITE
Municipal Clerk



ROBERT APGAR
Mayor

Adopted: October 9, 2018

Introduction September 24, 2018

Council	Motion	2 nd	Ayes	Nays	Abstain	Absent
Councilman Adams			X			
Councilman Edson			X			
Councilman Springer	X		X			
Councilman Zeno		X	X			
Mayor Apgar			X			
		VOTE	5	0		

Adoption: October 9, 2018

Council	Motion	2 nd	Ayes	Nays	Abstain	Absent
Councilman Adams		X	X			
Councilman Edson			X			
Councilman Springer	X		X			
Councilman Zeno			X			
Mayor Apgar			X			
		VOTE	5	0		