

ORDINANCE NO. 2024-11

AN ORDINANCE AMENDING CHAPTER TWO (ADMINISTRATION) OF THE MUNICIPAL CODE OF THE BOROUGH OF FLEMINGTON TO CLARIFY PROVISIONS THEREOF RELATED TO THE CHIEF FINANCIAL OFFICER, TREASURER, DEPUTY TREASURER, AND TAX/UTILITY COLLECTOR

WHEREAS, Chapter 2 of the municipal code of the Borough of Flemington provides for the organizational structure of Flemington's municipal government; and

WHEREAS, the Borough Council wishes to clarify Borough's organizational structure as it relates to certain positions related to municipal finance administration;

BE IT THEREFORE ORDAINED, by the Borough Council of the Borough of Flemington in the County of Hunterdon and State of New Jersey that Chapter 2, Section 2-20 (Chief Financial Officer) of the Municipal Code thereof is amended as follows:

SECTION I.

Section 2-20.7(b)(10) of Chapter 2 is hereby created and inserted into the municipal code (all text novel):

10. Serve as the Borough's Treasurer, which shall incorporate all the duties enumerated in Section 2-20.7(b)(1) through Section 2-20.7(b)(9) of this part, inclusive.

SECTION II.

Section 2-20.8 of Chapter 2 is hereby created and inserted into the municipal code and shall be entitled "Deputy Treasurer; Duties" (all text novel):

- a. The Borough may appoint a Deputy Treasurer to assist the Chief Financial Officer in the duties and responsibilities enumerated in Section 2-20.7 hereof.
- b. The duties of the Deputy Treasurer shall include, but not be limited to, the handling of daily revenue collections (including tax, water, and sewer payments) as well as the Borough's general revenues; the processing of accounts payable, which shall include the inputting and mailing of purchase orders, handling of accounts with vendors, and the creation of the monthly bill list and the issuance of checks related thereto.
- c. In the absence of a Deputy Treasurer, the Chief Financial Officer, or their designee, shall ensure that the duties and responsibilities enumerated herein are carried out.

SECTION III.

Section 2-20.9 of Chapter 2 is hereby created and inserted into the municipal code and shall be entitled "Tax Collector/Utilities Collector" (all text novel):

- a. The Borough shall appoint a Tax Collector/Utility Collector pursuant to N.J.S.A. 40A:9-141, which shall be part time in nature and shall report to the Chief Financial Officer of the Borough.
- b. Pursuant to N.J.S.A. 40A:9-141, the governing body may, by resolution, set appropriate hours of operation of the tax collector's office and the work hours of the tax collector, commensurate with the compensation paid to the tax collector, and all personnel assigned to the tax collector's office.
- c. The Tax Collector/Utility Collector shall perform all the of the duties required by statute, including billing, maintenance, collection, and accounting of tax and water/sewer utility accounts as well as enforcement actions related thereto.

SECTION IV. If any part of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

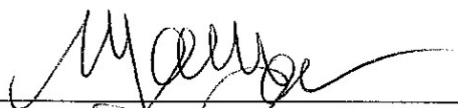
SECTION V. Should any section, paragraph, sentence, or clause of this ordinance be declared unconstitutional or invalid for any reasons, the remaining portions of this ordinance shall not be affected thereby and shall remain in full force and effect and, to this end, the provisions of this ordinance are hereby declared severable.

SECTION VI. This ordinance shall take effect upon adoption and publication in the manner required by New Jersey general law.

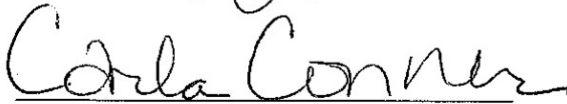
Introduced: April 22, 2024

Adopted: May 13, 2024

ATTEST:



Marcia A. Karrow, Mayor



Carla Conner, Borough Clerk