

**TOWNSHIP OF LEBANON
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

ORDINANCE NO. 02-2024

**ORDINANCE AMENDING CHAPTER 63 OF THE CODE OF THE TOWNSHIP OF
LEBANON BY ESTABLISHING A NEW ARTICLE VIII THEREUNDER ENTITLED
“PURCHASING AGENT” AND NEW §§63-38 TO 63-42 REGULATING THE
PURCHASING AGENT POSITION**

BE IT ORDAINED by the Township Committee of the Township of Lebanon, in the County of Hunterdon, State of New Jersey, that it does hereby amend Chapter 63 of the Code of the Township of Lebanon entitled “Officers and Employees” by establishing a new Article VIII thereunder entitled “Purchasing Agent” and new §§63-38 to 63-42 therein for purposes of regulating the newly created Purchasing Agent position, as follows (additions are bolded and underlined):

SECTION 1. Chapter 63 Officers and Employees

Article VIII Purchasing Agent

§ 63-38 Position created.

There is hereby created the position of Purchasing Agent for the Township of Lebanon.

§ 63-39 Appointment.

The Purchasing Agent shall be appointed by way of resolution by the Township Committee of Lebanon Township.

§ 63-40 Qualifications.

The Purchasing Agent is required to possess a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs.

§ 63-41 Duties.

The Purchasing Agent shall have, on behalf of the Township Committee of the Township of Lebanon, the authority, responsibility and accountability for the purchasing activity pursuant to Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); to prepare public advertising for and to receive bids and requests for proposals for the provision or performance of goods, services and construction contracts; to award contracts pursuant to New Jersey law in accordance with the regulations, forms and procedures promulgated by state regulatory agencies; and conduct any activities as may be necessary or appropriate to the purchasing function of the Township of Lebanon.

§ 63-42 Bid Threshold.

The Purchasing Agent appointed by the Township Committee shall be permitted to award any contract, without public advertising for bids, the cost or price of any contract awarded by the Township in the aggregate that does not exceed in a contract year the threshold amount established by the Governor pursuant to N.J.S.A. 40A;11-3 (c) and shall be permitted to award all contracts that are in the aggregate less than 15 percent of the bid threshold established herein, without soliciting competitive quotations pursuant to N.J.S.A. 40A;11-6.1 (c).

SECTION 2. INCONSISTENT ORDINANCES

All ordinances or parts of ordinances inconsistent with or in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. PARTIAL INVALIDITY

If any section, paragraph, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, clause or provision so adjudged and the remainder shall be deemed valid and effective.

SECTION 4. EFFECTIVE DATE

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

Introduced: January 17, 2024
Public Hearing: February 7, 2024
Adopted: February 7, 2024

ATTEST


Carolynn Budd, RMC
Township Clerk


Beverly Koehler
Mayor

CERTIFICATION

I, Carolynn Budd, Township Clerk of the Township of Lebanon, County of Hunterdon, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of an Ordinance introduced by the Lebanon Township Committee at a meeting held January 17, 2024 and adopted by the Township Committee on February 7, 2023.


Carolynn Budd, RMC
Township Clerk