

**BOROUGH OF OCEANPORT
ORDINANCE NO: 1114**

**ORDINANCE AMENDING CHAPTER 72 OFFICERS AND EMPLOYEES, ARTICLE II
PERSONNEL POLICIES, SECTION 72-6 DELINEATING RESPONSIBILITY FOR
ENFORCEMENT OF PERSONNEL POLICIES AND CREATING SECTION 72-7
ENTITLED JOB DESCRIPTIONS**

WHEREAS, the Borough Code authorizes the Borough to create personnel policies and procedures concerning the hiring and termination of Borough employees, terms and conditions of employment, and regulations required to comply with applicable federal and state employment law; and

WHEREAS, the Borough Council believes it is in best interest of the Borough and its employees to create job descriptions for each position within the Borough and for all employees to ensure the efficient operation of Borough operations and to allow for both the employees and the Borough to have a clear understanding of their job functions and responsibilities; and

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Oceanport, County of Monmouth State of New Jersey that it hereby amends Chapter 72, Officers and Employees Article II, Personnel Policies and creating Section 72-7 as set forth herein:

[deletions are marked as strike-out and additions are underlined]

§ 72-6. Implementation and enforcement.

The Borough Clerk Administrator shall be responsible to ~~implement and enforce~~ implementing and enforcing the personnel practices adopted by resolution authorized pursuant to this article. 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 article shall prevail.

§ 72-7. Job Descriptions.

The Borough Council shall adopt and amend from time to time as necessary, job descriptions for all employment positions and employees by resolution. Job descriptions shall be retained by the Borough Administrator and are available for inspection and/or review by Borough employees.

BE IT FURTHER ORDAINED all ordinances and resolutions, and parts of ordinances and resolutions which are inconsistent with provisions of this ordinance shall be, and are hereby, repealed to the extent of any such inconsistency.

BE IT FURTHER ORDAINED this Ordinance shall take effect upon passage and publication in accordance with law.

APPROVED ON FIRST READING

DATED: 9/4/25

Stephanie Kramer

STEPHANIE KRAMER

Clerk of the Borough of Oceanport

ADOPTED ON SECOND READING

DATED: 9/18/25

Stephanie Kramer

STEPHANIE KRAMER

Clerk of the Borough of Oceanport

APPROVAL BY THE MAYOR

ON THIS 18th DAY OF September



THOMAS J. TVRDIK

Mayor