

ORDINANCE #5-17

ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING CHAPTER II (ADMINISTRATION), SECTION 2.3 (BOROUGH OFFICES) OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT CREATING THE POSITION OF PURCHASING AGENT AND ESTABLISHING CHAPTER II SECTION 2-3.14

WHEREAS, the Borough of Keyport (the “**Borough**”) is a public body corporate and politic of the State of New Jersey; and

WHEREAS, the Borough wishes to create the position of Qualified Purchasing Agent as permitted by N.J.S.A. 40A:11-9; and

WHEREAS, the Mayor and Council of the Borough (the “**Council**”) intend to amend Chapter II, Section 2.3 of the Revised General Ordinances of the Borough to create the position of Qualified Purchasing Agent,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council as follows:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. Chapter II, Section 2.3, entitled “Borough Offices”, shall be amended and supplemented, to create new Section 2-3.14, as follows:

2-3.14 QUALIFIED PURCHASING AGENT

- a. *Position Established.* There is hereby created and established the position of Qualified Purchasing Agent within the Borough of Keyport. Qualified Purchasing Agent shall mean a purchasing agent who is a holder of a Qualified Purchasing Agent certificate and serves pursuant to N.J.S.A. 40A:11-9, and the regulations promulgated pursuant thereto, N.J.A.C. 5:34-5 et seq.
- b. *Qualifications.* The Qualified Purchasing Agent is required to possess and maintain a valid Qualified Purchasing Agent certificate issued by the New Jersey Division of Local Government Services, Department of Community Affairs and satisfy all of the requirements of the applicable statutes and regulations then in effect for the position.
- c. *Duties.* The Qualified Purchasing Agent will have, on behalf of the Mayor and Council, 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 functions of the Borough.

- d. *Vacancies and Temporary Appointments.* If the position becomes vacant, a temporary appointment may be made pursuant to the provisions of N.J.S.A. 40A:11-9(g).
- e. *Salary.* The salary of the Qualified Purchasing Agent will be fixed by the Mayor and Council in the salary ordinance that is adopted from time to time.

Section 3. All Ordinances or parts thereof inconsistent with the provisions of this Ordinance are hereby repealed.

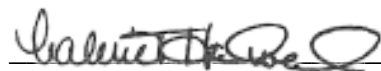
Section 4. Each section, subsection, sentence, clause and phrase of this ordinance is declared to be an independent section, subsection, sentence, clause and phrase and the finding or holding of any such portion of this ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this ordinance.

Section 5. Except as amended by this ordinance, all other provision of the Borough's Revised General Ordinances shall remain in full force and effect.


Section 6. The Borough Clerk is hereby directed, upon adoption of the ordinance after public hearing thereon, to publish notice of the passage thereof.

Section 7. This ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

Introduced: May 2, 2017
Public Hearing: May 16, 2017
Adopted: May 16, 2017



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



Harry M. Aumack, II, Mayor
Borough of Keyport