

O2017-1

AN ORDINANCE OF THE TOWNSHIP OF LAKEWOOD, COUNTY OF OCEAN, STATE OF NEW JERSEY, ADOPTING THE UPDATED TOWNSHIP PERSONNEL POLICIES AND PROCEDURES MANUAL AND CREATING THE DEPARTMENT OF HUMAN RESOURCES

Purpose. The purpose and intent of this Ordinance is to codify and make part of the Lakewood Township Code the Personnel Policies & Procedures Manual dated December 6, 2016 and to create the Department of Human Resources.

SECTION 1.

1. There is hereby created within the Township of Lakewood the Department of Human Resources which will shall be headed by the Director of Human Resources.
2. The Director of the Department of Human Resources shall be responsible for training, compliance, salary and benefit issues among other things.
3. The Director of the Department of Human Resources shall have a Bachelor's Degree and be experienced in personnel management or municipal government affairs.
4. The Township hereby adopts the Personnel Policies and Procedures Manual dated December 6, 2016 which is applicable to and binding on the Township of Lakewood and all civilian non-police personnel.

SECTION 2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, subsection, paragraph, sentence or any part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance not directly involved in the controversy in which such judgment shall have been rendered.

SECTION 4. This Ordinance shall take effect immediately upon final passage and publication as required by law.

NOTICE

PUBLIC NOTICE is hereby given that the foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Lakewood, in the County of Ocean and State of New Jersey on the **19th day of January, 2017**, and was then read for the first time. The said Ordinance will be further considered for final passage by the Township Committee in the Town Hall at 7:30 p.m. on **February 15, 2017**. At such time and place or any time or place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Kathryn Hutchinson, RMC
Township Clerk