

NOTICE IS HEREBY GIVEN that Ordinance #14- was introduced and passed on first reading on regular meeting of the Mayor and Council on the ___ day of _____, 2014, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the ___ day of _____, 2014, at 8:00 p.m. or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

Karen Hughes, Borough Clerk
Borough of Westwood

ORDINANCE 14-27

**AN ORDINANCE AMENDING CHAPTER 40 OFFICERS AND EMPLOYEES ,
ARTICLE VI CHIEF FINANCIAL OFFICER**

BE IT ORDAINED by the Mayor and Council of the Borough of Westwood that Chapter 40 Officers and Employees, be amended as follows (changes in bold):

§ 40-17. Creation of position; appointment; term; qualifications; tenure.

A. There is hereby created the position of Chief Financial Officer of and for the Borough of Westwood pursuant to the provisions of N.J.S.A. 40A:9-140.10.

B. The Chief Financial Officer shall be appointed by the Mayor, with the advice and consent of the Borough Council, for a term of four years and shall serve in accordance with the provisions of N.J.S.A. 40A:9-140.8.

C. The Chief Financial Officer shall not be a member of the Governing Body.

D. The Chief Financial Officer shall be certified by the Division of Local Government Services as a municipal finance officer pursuant to law.

E. The Chief Financial Officer shall ensure that the certification is continually in full force and effect and shall not let the certification lapse.

F. Notwithstanding the provision of any other law to the contrary, any person who has served as the Chief Financial Officer of the Borough for four consecutive years and who is reappointed as the Borough's Chief Financial Officer shall be granted tenure of office pursuant to N.J.S.A. 40A:9-140.8. Thereafter, the person shall continue to hold office during good behavior and efficiency and shall not be removed therefrom except pursuant to N.J.S.A. 40A:9-140.8 and 40A:9-140.9 or upon expiration or revocation of certification by the Director pursuant to N.J.S.A. 40A:9-140.12.

§ 40-18. Duties.

Pursuant to N.J.S.A. 52:27BB-26 et seq., the Chief Financial Officer shall oversee financial operations of the Borough. The Chief Financial Officer shall:

A. Receive funds entrusted, received or under the control of any department and deposit all funds received by him or her in depositories authorized by the Governing Body by resolution.

B. Have custody of all investments and invested funds of the Borough or in possession of the Borough in a fiduciary capacity, except as otherwise provided by law, and keep such funds and all moneys of the Borough not required for current operations safely invested or deposited in interest-bearing accounts.

C. Have the safekeeping of all bonds and notes of the Borough and the receipt and delivery of the Borough bonds and notes for transfer, registration or exchange.

D. Aid and guide in the preparation of the annual Borough budget by requiring and receiving appropriation requests from heads of departments and reviewing such requests with the appropriate department ~~Commissioner~~ Liaison of the Council concerned and submit his or her recommendations to the appropriate department ~~Commissioner~~ Liaison in time to be considered by the Governing Body in its final preparation of the annual budget.

E. Review, recommend, implement and enforce the financial procedures and policy of the Borough and its departments after consultation with the appropriate department ~~Commissioner~~ Liaison and department heads.

F. Possess the authority to act as Borough Administrator in the absence or disability of the Borough Administrator and Borough Clerk as described in § 40-36B of the Code of the Borough of Westwood.

G. Perform all duties of such office as prescribed by law.

§ 40-19. Compensation.

The Chief Financial Officer shall receive compensation as provided in the current Salary Ordinance^[1] and in accordance with N.J.S.A. 40A:9-165.

[1]:

Editor's Note: The Salary Ordinance is on file in the Borough offices

Adopted: _____

Approved:

Attest:

John Birkner, Jr., Mayor

Karen Hughes, Borough Clerk