

**TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY**

ORDINANCE No. 2023-45

**AMENDING THE CODE OF THE TOWNSHIP OF VERONA, CHAPTER 5,
ADMINISTRATION OF GOVERNMENT, ARTICLE IX, DEPARTMENT OF
COMMUNITY SERVICES, TO ALLOW FOR FLEXIBILITY IN THE
APPOINTMENT OF DIRECTOR OF HEALTH AND WELFARE AND
DIRECTOR OF RECREATION**

WHEREAS, the Township Manager recommends and the Township Council finds it appropriate to remove the requirement in the Code of the Township of Verona, Chapter 5, Article IX, that the Director of Community Services also serve as the Director of Health and Welfare and Director of Recreation.

NOW THEREFORE BE IT ORDAINED by the Township Council of the Township of Verona, County of Essex, New Jersey that Chapter 5, Administration of Government, Article IX, Department of Community Services is amended to read as follows:

§ 5-101 Establishment; general organization.

A. Creation; Director. There shall be a Department of Community Services, the head of which shall be the Director, appointed by the Township Manager. The compensation of the Director of Community Services shall be adopted by ordinance of the Council upon recommendation of the Township Manager.

B. In addition to supervising the various divisions of the Department, the Director shall:

- (1) Supervise the collection, accounting and distribution of funds associated with the Verona Children's Fund.
- (2) Oversee the coordination of Senior and Social Services, including medical and senior transportation.
- (3) Oversee the coordination of Animal Control services.

C. The Department of Community Services shall be organized into two divisions:

- (1) Division of Health and Welfare.
- (2) Division of Recreation.

§ 5-102 Division of Health and Welfare: functions; responsibilities; duties.

A. There shall be a Division of Health and Welfare in the Department of Community Services. The head of the Division of Health and Welfare shall be the Director of Health and Welfare, who shall be appointed by the Township Manager.

B. The Health Officer, appointed by the governing body pursuant to the provisions of this section, shall be either:

- (1) An employee of the Township who shall receive such compensation as adopted by ordinance of the Council upon recommendation of the Township Manager; or
- (2) An employee of a public entity with which the Township has entered into a shared services agreement for the providing of the services of a Health Officer and Registered Environmental Health Specialists.

C. The Division of Health and Welfare shall:

- (1) Administer general laws and Township ordinances conferring functions, powers and duties upon a board or department of health or a local health officer.
- (2) Enforce laws and ordinances providing for the prevention and control of disease, and conduct-related inspections.
- (3) Administer general laws and ordinances relating to vital statistics.
- (4) Administer public health nursing services and health educational programs as authorized by the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey.
- (5) Operate public health clinics as authorized by ordinances and general law.

(6) Perform other duties as may be assigned by the Township Council or Township Manager.

§ 5-103 Office of Vital Statistics: functions; responsibilities; duties.

A. There shall be an Office of Vital Statistics within the Division of Health and Welfare. The Registrar of Vital Statistics shall be appointed by the Township Manager.

B. The Registrar of Vital Statistics may appoint a Deputy Registrar of Vital Statistics with approval of the Township Manager.

C. Vital statistics fees. The Division of Health and Welfare shall charge fees as provided in Chapter A565, Fees, for corrections to birth certificates; marriage license applications; certified birth certificates; certified marriage certificates; civil union applications; certified civil union certificates; domestic partnership applications; certified domestic partnership certificates; certified death certificates; and burial permits.

D. Marriage and civil union ceremony fee. Any municipal official performing marriages, civil union or domestic partnership ceremonies shall collect a fee as provided in Chapter A565, Fees, for performing marriages and civil union ceremonies. Said fee shall be deposited into the Current Fund.

§ 5-104 Division of Recreation: functions; responsibilities; duties.

A. There shall be a Division of Recreation in the Department of Community Services. The head of the Division of Recreation shall be the Director of Recreation, who shall be appointed by the Township Manager.

B. The Division of Recreation shall:

- (1) Evaluate present recreational facilities, including the Community Center, and make specific recommendations for the acquisition of or the improvement of facilities for recreation.
- (2) Coordinate the use of recreational facilities, including the Community Center, with the Board of Education and other civic organizations within the Township.
- (3) Plan, organize and conduct a public relations program.
- (4) Supervise the collection of and accounting for all special funds received by the Division.
- (5) Plan, organize, supervise and conduct a year-round program of wholesome recreational activities in the Township as directed.

§ 5-105 through § 5-110. (Reserved)

SECTION 1. If any section, sub-section, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 2. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. This ordinance shall take effect 20 days after final passage and publication as prescribed by law.



ATTEST:

Jennifer Kiernan
 JENNIFER KIERNAN
 MUNICIPAL CLERK

NOTICE

I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS PUBLISHED IN THE STAR LEDGER, A NEWSPAPER PUBLISHED IN THE COUNTY OF ESSEX AND CIRCULATED IN THE TOWNSHIP OF VERONA, IN THE ISSUE OF NOVEMBER 3, 2023 AND NOVEMBER 27, 2023.

**JENNIFER KIERNAN
MUNICIPAL CLERK**

INTRODUCTION: October 30, 2023
 PUBLIC HEARING: November 13, 2023
 EFFECTIVE DATE: December 3, 2023