

**BOROUGH OF RED BANK,
COUNTY OF MONMOUTH, NEW JERSEY
ORDINANCE NO. 2015-15**

**ORDINANCE OF THE BOROUGH OF RED BANK,
COUNTY OF MONMOUTH, NEW JERSEY
AMENDING AND SUPPLEMENTING CHAPTER II, "ADMINISTRATION, ARTICLE IV,
ADMINISTRATIVE OFFICES", FOR PURPOSES OF CREATING NEW POSITION OF
DIRECTOR OF INFORMATION TECHNOLOGY**

Councilwoman Horgan offered the following ordinance on final reading and moved its adoption:

WHEREAS, the necessities of modern government requires that municipalities be equipped with the ability to address current technology needs and issues and to develop and implement technology policies and practices to be able to effectively and efficiently operate municipal government; and

WHEREAS, the Borough Council's Education and Technology Committee has evaluated the Borough's current method of handling and addressing IT related issues and needs and has concluded and recommended that it would be in the best interests of the Borough to establish the position of a full time IT Director.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Borough of Red Bank, County of Monmouth, State of New Jersey, that Chapter II, Administration, Article IV, Administrative Offices, of the Borough is hereby supplemented as follows:

SECTION ONE:

1 . Position Created.

There be and hereby is created in the Borough of Red Bank the position of Director of Information Technology.

2 . General Duties.

The general duties of the Borough's Director of Information Technology shall include, handling the Borough's day to day IT needs including planning, budgeting, managing IT related contracts and procurement, as well as administration of servers, PCs, applications, and peripherals; working with department heads to understand needs and design solutions that fit the Borough's strategic IT architecture; work with the IT Consultant and Education & Technology Committee to develop and implement an Information & Technology policy for the Borough; assessing existing systems to identify gaps versus established IT policy and create detailed plans to address same; and provide coordination and management of all information and technology systems including but not limited to municipal website, phone, data imaging, audio visual, Cable. FIOS and office automation systems.

3 . Appointment, Term, Vacancy.

The appointment of the Director of Information Technology shall be by the Borough Council. The appointment shall be for a term of one year. The term shall commence as of January 1 of each year and expire as of December 31 each year. Any vacancy in such office shall similarly be filled by appointment of the Borough Council.

4 . Qualifications and Requirements.

The Borough's Director of Information Technology shall be appointed on the basis of executive and administrative abilities and qualifications, with special regard to education, training and experience in the field of information technology.

5 . Salary

The salary of the Director of Information Technology shall be such as fixed by the Borough's annual salary ordinance and/or as fixed by resolution of the Council at a salary established by the Borough's salary ordinance.

SECTION TWO: Any ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed as of the effective date of this Ordinance.

SECTION THREE: If any provision of this Ordinance or the application of such provision to any person or circumstance is declared invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect, and to this end, the provisions of this Ordinance are declared to be severable.

SECTION FOUR: This Ordinance shall take effect immediately upon its passage and adoption according to law.

Seconded by Councilwoman Schwabenbauer and adopted on roll call by the following vote:

	Yes	No	Abstain	Absent
Councilman Murphy	(x)	()	()	()
Councilwoman Burnham	(x)	()	()	()
Councilwoman Horgan	(x)	()	()	()
Councilwoman Schwabenbauer	(x)	()	()	()
Councilman Zipprich	()	()	()	(x)
Councilman DuPont	(x)	()	()	()

Dated: April 22, 2015