



UNION COUNTY BOARD OF CHOSEN FREEHOLDERS

ORDINANCE NUMBER: 871-2020
DATE OF INTRODUCTION: 11/12/2020
DATE OF ADOPTION:

11/12/2020


AN ORDINANCE TO AMEND "THE LAWS OF UNION COUNTY: ADMINISTRATIVE CODE AND POLICIES AND GENERAL LEGISLATION" BY AMENDING: PART 1-UNION COUNTY ADMINISTRATIVE CODE, CHAPTER 1, UNION COUNTY GOVERNMENT STRUCTURE, ARTICLE XVI-DEPARTMENT OF HUMAN SERVICES; CHAPTER 2, ADMINISTRATIVE LEGISLATION, ARTICLE V-FISCAL PROVISIONS; AND, CHAPTER 49, FEES, ARTICLE V-ENGINEERING & PUBLIC WORKS FEES.


BE IT ORDAINED by the Board of Chosen Freeholders of the County of Union that the "Laws of Union County" are hereby amended as follows, to be incorporated within the body of same upon electronically updating and or reprinting of same:

- (A.) In each and every instance within the Laws that a gender specific pronoun is used (including but not limited to: his, her, his/her, his or her, him, him/her, him/herself, she, he, himself, herself), any such word that can be changed to a title or other noun specific to the circumstance, shall be so changed; in all other instances, the gender specific pronoun shall be changed to the appropriate non-gender specific pronoun (including but not limited to: they, them, their, themselves, theirs); and

Continued...

INTRODUCTION				RECORD OF VOTE				FINAL ADOPTION							
FREEHOLDER	Aye	Nay	Abs	Pass	Ord.	Sec	NP	FREEHOLDER	Aye	Nay	Abs	Pass	Ord.	Sec	NP
GARRETSON	✓							GARRETSON							
GRANADOS	✓							GRANADOS							
HUDAK	✓							HUDAK							
KOWALSKI	✓					✓		KOWALSKI							
PALMIER-HOUDED							✓	PALMIER-HOUDED							
STATEN	✓							STATEN							
WILLIAMS	✓				✓			WILLIAMS							
MIRABELLA CHAIRMAN	✓							MIRABELLA CHAIRMAN							

APPROVED AS TO FORM  COUNTY ATTORNEY	I hereby certify the above is an original ordinance adopted by the Board of Chosen Freeholders of the County of Union on the aforementioned date.
	_____ CLERK

NO SUFFICIENCY OF FUNDS REQUIRED 	I hereby certify this is a true copy of a ordinance adopted by the Board of Chosen Freeholders of the County of Union on the aforementioned date.
	_____ CLERK

- (B.) That effective January 1, 2021, in each and every instance within the Laws that the phrase Board of Chosen Freeholders, Chosen Freeholder, Freeholder or similar are used, they shall be changed respectively to Board of County Commissioners, County Commissioner, Commissioner or similar; and

BE IT FURTHER ORDAINED by the Board of Chosen Freeholders of the County of Union that the "Laws of Union County" are hereby amended as outlined in the attached Schedule A:

SCHEDULE A

PART I - ADMINISTRATIVE CODE

ARTICLE XVI, Department of Human Services

[Amended: 7-18-1991 by Ord. No. 337; 6-20-2002 by Ord. No. 553; 4-10-2003 by Ord. No. 569; 9-14-2006 by Ord. No. 636; 4-30-2015 by Ord. 2015-764; 3-10-2016 by Ord. 2016-775; 7-20-2017 by Ord. 2017-785; 12-7-2017 by Ord. 2017-789; 10-4-1028 by Ord. 798-2018; 12-13-2018 by Ord. 802-2018]

§ 1-97. Division of Outreach and Advocacy

[Amended 12-13-2018 by Ord. 802-2018]

A. Under the direction and supervision of the Director of Human Services, the Division of Outreach and Advocacy functions and responsibilities shall include:

- (1) Identifying and assessing the needs of community residents and identifying gaps in services in order to plan for and stimulate, in cooperation with governmental and voluntary agencies and citizens groups, solutions to address needs and assist residents to thrive.
- (2) Implementing effective marketing, including consolidating and disseminating information through various forms that informs community residents of resources available.
- (3) Improving access to information and other resources through outreach, advocacy, referral, and case management.
- (4) Identifying areas in need of consumer and/or legislative advocacy to improve access to services and improve quality of life for residents of the County.
- (5) Assessing social service provision, workflow and efficiency, in an effort to improve consumer satisfaction.
- (6) Operate and maintain the Director's Action Line.

B. Division head. There may be a Director of the Division of Outreach and Advocacy who serves as the head of the Division and shall be responsible to the Director of the Department of Human Services for its operation.

C. Subdivisions. Within the Division of Outreach and Advocacy shall be the following subdivisions:

- (1) Office of Human Services Constituent Relations (OHSCR)
- (2) Office of Analytics, Research and Evaluation (OARE)

D. Office of Human Services Constituent Relations (OHSCR)

No Change

E. Office of Analytics, Research and Evaluation (OARE)

(1) Under the direction of and supervision of the Director of the Division of Outreach and Advocacy, the Office of Analytics, Research and Evaluation's (OARE) functions and responsibilities include:

- (a) Conducts research to procure community-ready information about the work of DHS
- (b) Advices and supports the department's technology planning and implementation
- (c) Supports polity development, quality improvement, planning and decision-making through research, analysis and engagement.

Chapter 2, ADMINISTRATIVE LEGISLATION

[HISTORY: This Chapter was added on 4-10-03 by Ord. No. 569]

ARTICLE V, Fiscal Provisions

[Amended 4-10-2003 by Ord. No. 569]

§ 2-38. Central payroll.

[Amended 1-30-1992 by Ord. No. 358]

Salaries, wages and other compensation of exclusionary employees of the County shall be paid semi-monthly, i.e., payment to be made on the 15th and 30th of each month or the last business day prior thereto. Salaries, wages and other compensation of members of collective bargaining units shall be paid as set forth in their respective negotiated agreements. The head of each department, office or agency shall certify to the Department of Finance, at such times and in such form as it shall prescribe, the names and positions of all persons employed in or by the department who are entitled to be paid in the next ensuing payroll for the County. The comptroller shall then complete a central payroll for the County.

§ 2-39. Advance Payment for Travel

The County of Union does hereby authorize the payment of advances to officers and employees towards their expenses for authorized official travel and expenses incident thereto. Such payment will only be made upon the verification and adjustment of such expenses and advances, and the repayment of any excess advanced, by means of a detailed bill of items and the certification of same, pursuant to procedures established by the Department of Finance. Any such certification or affidavit shall be submitted within 10 days after the completion of the travel for which any advance was made.

Chapter 49, FEES

[HISTORY: Adopted by the Board of Chosen Freeholders of the County of Union as indicated in article histories. Amendments noted where applicable.]

Article V, Engineering & Public Works Fees

[Adopted 4-27-2006 by Ord. No. 627. Amended 12-4-2008 by Ord. No. 676-2008; 6-25-2009 by Ord. No. 686-2009. Amended 7-20-2017 by Ord. 2017-785]

§ 49-9. Tipping Fees Charged to Municipalities for Leaf Disposal.

The following fees are hereby established for individual municipalities to be charged when utilizing the County of Union Compost Facility:

- A. Tipping Fee of \$4.00 per cubic yard of un-compacted leaves accepted for composting at the County of Union Compost Facility;
- B. Tipping Fee of \$6.00 per cubic yard of compacted leaves accepted for composting at the County of Union Compost Facility.