

**BOARD OF COMMISSIONERS  
COUNTY OF HUDSON**

**ORDINANCE**

No. 343-7-2021

On Motion of Commissioner Vainieri  
Seconded by Commissioner Kopacz

**ORDINANCE AMENDING THE HUDSON COUNTY ADMINISTRATIVE CODE PURSUANT TO THE  
APPLICABLE PROVISIONS OF THE OPTIONAL COUNTY CHARTER LAW N.J.S.A. 40:41A-1**

**ARTICLE I, "General Provisions."**

Sections 5-1 to 5-8: no additional changes

**ARTICLE II, "Board of County Commissioners."**

Sections 5-9 to 5-22: no additional changes.

Section 5-23: changed to contemplate the appointment of a Chief of Staff to the Clerk of the Board of Commissioners.

Sections 5-24: no additional changes.

**ARTICLE III, "County Executive."**

Section 5-25: no additional changes.

Section 5-26: Under the statute, N.J.S.A. 40:41A-35, the County Administrator serves in the event that the Office of the County Executive becomes vacant. Additional language was added to ensure the following line of succession in the event of a catastrophic event: the Deputy County Administrator to serve as the acting County Executive if the County Administrator is unable to serve. In the event that Deputy County Administrator fails or is unable to serve then the County Executive's Chief of Staff shall serve as the Acting County Executive. In the event that the Chief of Staff fails or is unable to serve then the Director of Finance and Administration shall serve as the Acting County Executive. This line of succession is temporary and only meant to provide a continuity of Executive function until the vacancy is filled under operation of law.

Sections 27 to 30: no additional changes.

**ARTICLE IV, "Offices Within Office of the County Executive."**

Section 5-31 and 32, changed to include a Deputy Chief of Staff within the Office of the County Executive, duties of the Office of Intergovernmental Affairs were re-organized into the duties of the Chief of Staff, the Office of Intergovernmental Affairs was deleted.

Section 5-33: The Office of Policy and Program Development was deleted and section number reserved for future amendment.

Section 5-34: Changed the name of the Office to include Tourism Development.

Section 5-35: no additional changes

Section 5-36: changed to re-organize some of the duties of the former Office of Public Information into the duties of the Office of Communications and/or the Office of Digital Information.

**ARTICLE V, "Office of County Administrator."**

Section 5-37: no additional changes.

Section 5-38: Office of Internal Audit was deleted, to be re-organized within the Department of Finance. The position of Deputy County Administrator was created.

Section 5-39: The Office of Public Information is deleted because these duties are performed by other offices not organized under the Administrator and section number is reserved for future amendments.

**ARTICLE VI, "General Departmental Organization."**

Sections 5-40 to 5-45 no additional changes.

Section 5-46: Set Aside Ordinance was incorrectly organized here. It was deleted from this section and placed as "Appendix B" to the Administrative Code.

**ARTICLE VII, "Department of Law."**

Sections 5-47 to 48: no additional changes.

Section 5-49: notes that the County Counsel may conduct investigations as needed and that the County Counsel oversees compliance with the Open Public Records Act and the maintenance of records, and may designate personnel to communicate with the Office of the Hudson County Prosecutor, which Office serves as the liaison to the Medical Examiner.

Section 5-50: contemplates the appointment of Deputy or Deputies to the County Counsel and appointment of Special Counsel.

Section 5-51: no additional changes.

Section 5-52: Organizes the Office of Collective Bargaining.

Section 5-53: no additional changes.

Section 5-54: changes Risk Management from a Division to an Office and organizes the Fire Marshall under its supervision.

Section 5-55: no additional changes

Section 5-56: organizes Consumer Protection as an Office.

Section 5-56.1: No additional changes.

**ARTICLE VIII, "Department of Finance and Administration."**

Section 5-57: no additional changes.

Section 5-58: The name of Management Information Systems is changed to The Division of Information Technology, and the Office of Grants Management is added to the list of Divisions and Offices.

Section 5-59: Allows for the appointment of a Deputy or Deputies.

Sections 5-60 and 61: No additional changes

Section 5-62: Changes the Division name to Information Technologies.

Section 5-63: Changed to describe that the Office of Digital Information will assist the Division of Tax Assessments when necessary.

Section 5-64 and 65: No additional changes

Section 5-66: Reorganizes the Office of Grants Management into the Department of Finance.

**ARTICLE IX, "Department of Corrections and Rehabilitation."**

Section 5-67: Changes the title to include Rehabilitation, and specifies that the director has oversight of juvenile offenders housed in detention facilities in other Counties.

**ARTICLE X, "Department of Parks and Community Services."**

Section 5-68: no additional changes.

Section 5-69: adds the Office of Business Opportunity and Office of Digital Information to the list of Divisions and Offices.

Section 5-70: no additional changes.

Sections 5-71 to 73: no additional changes.

Sections 5-74, 76, 77.1: Represented Rules and Regulations within the Park, which were deleted from this section to be given its own "Rules and Regulations" Section as Appendix A to the Code.

Section 5-75: no additional changes.

Section 5-77: no additional changes.

Section 5-78: no additional changes.

**ARTICLE XI, "Department of Health and Human Services."**

Sections 5-79 to 84: The Department of Health and Human Services underwent many organizational changes over the years which were not reflected in the Administrative Code. The revision changes this section of the Code entirely to Organize the Department into three Divisions – Aging, Mental Health and Addiction Services, and Children and Youth Services, and five (5) offices – Veterans’ Affairs, Inclusion and Accessibility, Specialized Health Services, Transportation Services (Transcend), and Public Health Services.

**ARTICLE XII, "Department of Family Services."**

Sections 5-85 to 86: no additional changes.

**ARTICLE XIII, "Department of Roads and Public Property."**

Sections 5-87 to 95: Organizes the Division of Central Services in the Department at section 5-95. It had originally been organized under Finance.

**ARTICLE XIV, "Department of Housing and Community Reintegration."**

Sections 5-96 to 100: no additional changes.

**ARTICLES XV to XVII:**

Sections 5-96 to 118: no additional changes

**Article XVIII, "Constitutional Officers."**

Sections 5-119 to 121: no additional changes.

Section 5-122: removes the duty to act as liaison to the Medical Examiner’s Office from the Additional Duties of the Sheriff.

Section 5-123: no additional changes.

**ARTICLE XIX to end:**

Sections 5-124 to end: no additional changes.

Commissioner	Aye	Nay	Abst	N.P.	Commissioner	Aye	Nay	Abst.	N.P.
Walker	✓				Cedeño	✓			
Cifelli				✓	Rodriguez				✓
Kopacz	✓				Romano	✓			
Aponte-Lipski	✓				Chairperson Vainieri	✓			
O’Dea	✓								

It is hereby certified that at a regular meeting of the Board of Commissioners of the County of Hudson held on the 15 day of July A.D. 2021, the foregoing Ordinance was introduced with 7 members voting in the affirmative and 0 in the negative.

\_\_\_\_\_, Clerk

APPROVED AS TO LEGAL FORM

BY:

**DONATO J. BATTISTA**  
**HUDSON COUNTY COUNSEL**  
 Source: Law Department  
 DJD/ck/