

TOWNSHIP OF BORDENTOWN

ORDINANCE NO. 2025-10

**AMEND CHAPTER 52, ARTICLE IV OF THE BORDENTOWN TOWNSHIP CODE
ENTITLED "POLICE DEPARTMENT" TO CREATE THE POSITION OF DIRECTOR
OF POLICE**

WHEREAS, the current Police Chief is retiring in the near future, which creates a vacancy in the position of Police Chief; and

WHEREAS, the Township Committee of the Township of Bordentown hereby determines it is in the best interest of the Township and its residents to amend Chapter 52 of the Township Code to authorize the position of Director of Police which may exist in place of or in addition to the position of Police Chief.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Bordentown, in the County of Burlington, State of New Jersey, as follows:

Section 1: Chapter 52, Article IV, is hereby revised as follows:

§ 52-13. Department of Police-Organization

A. Department established, composition.

(1) The Police Department of the Township of Bordentown is hereby established and shall consist of:

(1) Police Chief and/or Director of Police

(2) The following official positions in descending order of rank:

i. Police Captain

ii. Police Lieutenant

iii. Police Sergeant

iv. Police Officer

v. Special Law Enforcement Officers as provided in §52-17 below.

vi. Animal Control Officer

vii. Such additional nonuniformed or civilian employees as the Township Committee may from time to time provide.

(2) The following line of authority shall be observed: Patrol officers shall report and be accountable to their Sergeant; Sergeants shall report and be accountable to their Lieutenant;

Lieutenants shall report and be accountable to the Captain, Officer in Charge, Police Chief or Director of Police as determined by the appropriate authority; Captain shall report and be accountable to the Police Chief, Officer in Charge or Director of Police as determined by the appropriate authority; and the Police Chief or Officer in Charge shall report and be accountable to the Director of Police. Other personnel shall report and be accountable to their Lieutenant, Police Chief, or Officer in Charge, as determined by the appropriate authority.

B. Appropriate Authority

The appropriate authority, as said term is used in N.J.S.A. 40A:14-118, shall be delegated by the Township Committee to the Township Administrator to the maximum extent permitted by law, except with respect to matters of hiring, final decisions regarding major discipline, and promotion within the Department, in which instance the Township Committee shall be the appropriate authority. The Township Administrator shall be responsible to the governing body for the overall performance of the Police Department:

- (1) The appropriate authority shall adopt and promulgate rules and regulations for the government of the Police Department and for the discipline of its members.
- (2) Such rules, regulations, procedures and orders shall be binding upon each member and civilian employee of the Police Department, and copies shall be made available by the Director of Police or Police Chief for each such member and employee.
- (3) Within five days after the promulgation of any rule, regulation, procedure or order, same shall be posted by the Director of Police or Police Chief or designee in the Police Department, and a copy shall be made available to each member of the Department and to each civilian employee of the Department, all of whom shall acknowledge receipt of same on a form supplied by the Director or Chief.
- (4) In the event of any inconsistency between this section and the rules, regulations, procedures or orders, the provisions of this section shall control. In the case of inconsistency with any applicable collective bargaining agreement, the provisions of such agreement shall control.

§ 52-14 Director of Police. Duties and Responsibilities.

A Director of Police may be appointed by the Township Committee and shall carry out such duties as assigned by the Township Administrator. The Director of Police shall have such control over the Police Department in such manner as may be consistent with all applicable statutes, ordinances and regulations, and shall be responsible for the administration and regulation of the Police Department.

§52-15 Police Chief, Duties and Responsibilities

A. A Police Chief may be appointed by the Township Committee and shall carry out such duties

as the Township Administrator shall assign. The Police Chief shall be directly responsible to the Township Administrator for the efficiency and routine day-to-day duties of its members and other personnel of the Department, shall have full charge and control of the apparatus and equipment of the Department and its assignment and use, and shall be held responsible for its care, cleanliness, and safekeeping, and to render a strict account thereof when called for by the Township Administrator. The Police Chief shall, pursuant to the policies established by the Township Administrator:

- (1) Be responsible for the proper and efficient conduct of all public safety functions of the Township government, excluding the functions of the fire district Boards of Commissioners;
- (2) Have, exercise and discharge the function, powers and duties of the Department;
- (3) Prescribe the duties and assignments of all subordinates and other personnel;
- (4) Delegate such authority as he or she may deem necessary for the efficient operation of the Department to be exercised under his or her direction and supervision;
- (5) Inform the Township Administrator regularly of all matters concerning the activities and operations of the Department. The Police Chief shall submit reports of such activities and operations to the Administrator and the Township Committee as may be requested and in such a form as may be prescribed by the Township Committee or the Township Administrator. In addition, the Police Chief shall provide technical public safety information to the Township Committee, Planning Board and other departments when required;
- (6) Recommend to the Township Administrator from time to time the purchase of new equipment or the repair or rearrangement of such old equipment as will increase the efficiency of the Department;
- (7) Keep the records of the Police Department in such manner and form as may be prescribed by the Township Administrator;
- (8) Report, in writing, whatever information the Township Administrator or the Police Chief may deem necessary for the information of the Township Administrator or Township Committee or for the public benefit and the good of the Police Department; and
- (9) Recommend to the Township Administrator rules and regulations for the conduct and discipline of the members of the Police Department and amendments to the rules and regulations as necessary.

B. In the event the Police Chief is absent or goes on voluntary temporary leave, he or she shall, if the Chief deems it necessary for the efficient operation of the Department, designate a member of the Police Department to act as Officer in Charge until the Police Chief returns to duty. In case of death, removal, suspension, incompetency or resignation of the

Police Chief, or if the Township Administrator determines that the Police Chief is incapable of making such designation, the Township Administrator shall designate the person to act as Officer in Charge until the Police Chief returns to duty or a successor is appointed. The person so designated shall be charged with and perform all the duties of the Police Chief while so acting. Such temporary appointment shall not increase the compensation of the person so designated.

§ 52-16. Police personnel.

- A. Every appointment to every position within the Department of Police shall be pursuant to action of the Township Committee providing for or approving such positions.
- B. Every entry-level appointment to the Department of Police shall be an indefinite term, provided that, during the first 12 months of a member's service and after completion of a course of training, as provided for in N.J.S.A. 52:17B-66 et seq., the member shall be considered employed in a working test period pursuant to N.J.S.A. 11A:4-15 et seq. If a member completes the working test period without notification of termination of employment, the member shall automatically have permanent status. If, at the completion of the working test period, a member receives notification of termination, the member's employment shall cease, provided that in such instance the member shall be entitled to a statement of the reasons of the termination and shall be paid all salary and benefits earned for the period of employment, and further provided that such member shall return all issued uniforms, equipment and supplies issued by the Township of Bordentown.
- C. For purposes of seniority and retirement, time served and probationary status in an official title shall upon attainment of permanent status be considered time served in that title. If a member holding permanent status in a lower title serves time in probationary status in a higher title, but does not attain permanent status in that higher title, the time served in such probationary status shall be considered time served in the lower title.
- D. To be eligible for appointment to the position of police officer, a candidate shall satisfy all the following essential requirements and functions:
 - 1. Requirements.
 - (1) Citizen of the United States.
 - (2) Graduation from a high school, vocational school, or possession of an approved State of New Jersey high school equivalency certificate.
 - (3) Minimum age of 18 years old.
 - (4) Must possess a valid New Jersey driver's license.
 - (5) Must have a minimum of uncorrected vision of 20/100 corrected to 20/30.
 - (6) Must be physically, mentally, and medically fit to compete in physical fitness agility testing and meet minimum agency standards.

- (7) Must be required to pass thorough medical, physical, psychological, visual, and hearing examinations.
- (8) Must meet all requirements of the New Jersey Civil Service Commission.
- (9) Will be required to submit and pass a urinalysis drug screening examination.
- (10) Any psychological, medical, physical condition, or defect that would prevent efficient performance of the duties of the position or cause the appointee to be a hazard to the candidate's self or others will be cause for rejection.
- (11) Must be required to appear before an oral board, consisting of members of the Bordentown Township Police Department and others assigned by the Department.
- (12) Must be eligible legally to possess, carry, and retain control of firearms.
- (13) Must be able to read, write, speak, and understand the English language.
- (14) Must be able to pass a thorough background investigation.
- (15) Satisfactorily attend and complete a police training course as prescribed by N.J.S.A. 52:17B-66 et seq. and approved by the New Jersey Police Training Commission at a certified police training academy approved by and scheduled by the Police Chief.
- (16) Pursuant to N.J.S.A. 11A:4-1.3, entry-level patrol officers may be appointed without taking a competitive examination if they have successfully completed a full Basic Course for Police Officers training course at a school approved and authorized by the New Jersey Police Training Commission within nine months from the date of hire as a temporary entry-level officer.

2. Essential functions.

- a. Walk, sometimes for long periods of time, in extreme weather conditions and in physically hazardous conditions and locations.
- b. Run, sometimes sprinting at fast rates of speed for short distances.
- c. Ascend or descend stairs.
- d. Climb over, pull up over, or jump over obstacles.
- e. Balance on uneven or narrow surfaces.
- f. Use of body Department to gain entrance or break through barriers.

g. Ability to push objects, vehicles or persons.

- E. All appointments to the positions of Police Captain, Police Lieutenant and Police Sergeant, respectively, shall be made after appropriate competitive examinations shall have been conducted in such manner as shall be approved by and in accordance with the rules and regulations promulgated by the New Jersey Civil Service Commission. Appointments shall be made from among the three candidates receiving the highest marks in the respective examinations and who shall be sound in body and in good health as determined by the Township Physician after physical examination of the candidates.
- F. Animal Control Officer. Within the Department of Police there shall be an Animal Control Officer. The Animal Control Officer shall be appointed by the Township Committee and shall be responsible for enforcing the provisions of Chapter 183, Animals, of this Township Code. In addition, the Animal Control Officer shall perform such other duties as the Township Committee or its administrative superiors may from time to time require. The Township Committee may appoint additional Animal Control Officers whose duty shall be to seize and impound animals running at large in violation of Chapter 183, Animals, and to assist the Animal Control Officer as said official may require.

§52-16 Police Salaries- *Renumber as §52-17*

§52-17 Special Law Enforcement Officers- *Renumber as §52-18*

§52-18 Powers and Duties of Uniformed Officers

Renumber as §52-19 and replace with the following:

Every uniformed member of the Department of Police shall be responsible for enforcement of all laws and ordinances within the jurisdiction of the Department. Each member shall perform the duties of the member's official title and shall perform such other duties as are prescribed by rules and regulations of the Department, the New Jersey Civil Service Commission, and assigned by an immediate superior.

§52-19- *Deleted.*

§52-20- *Renumber and replace all references to "Police Chief" or "Chief" to "Director of Police/Police Chief."*

G. Classification of applicants.

1. Pursuant to N.J.S.A. 40A:14-123.1a, the Township Committee classifies all of the duly qualified applicants for the position or positions to be filled in the Police Department as follows:
 - a. Residents of the municipality;
 - b. Other residents of the county in which the municipality is situated;

- c. Other residents of the state;
 - d. All other qualified applicants.
2. The Township Committee shall appoint individuals as members of the Police Department in accordance with the above classifications and as per N.J.S.A. 40A:14-123.1a.

Section 2. All other sections of Chapter 52 shall remain as written.

Section 3. Repealer. Any and all other ordinances inconsistent with any of the terms and provisions of this ordinance are hereby repealed to the extent of such inconsistencies.

Section 4. Severability. In the event that any section paragraph, clause phrase, term, provision or part of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid or unenforceable for any reason, such judgment shall not effect, impair or invalidate the render thereof, but shall be confined in its operation to the section, paragraph, clause, term, provision or part thereof directly involved in the controversy in such judgment shall be rendered.

Section 5. Effective Date. This ordinance shall take effect 20 days after adoption.

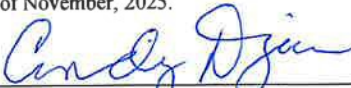
INTRODUCED: October 27, 2025

ADOPTED: November 17, 2025

RECORD OF VOTE													
First Reading							Second Reading						
COMMITTEE	AYE	NAY	NV	AB	ORD	SEC	COMMITTEE	AYE	NAY	NV	AB	ORD	SEC
Grayson	✓						Grayson	✓					
Holliday	✓				✓		Holliday	✓					
Lozito	✓						Lozito	✓				✓	
Miller	✓					✓	Miller				✓		
Fuzy	✓						Fuzy	✓					✓

✓ - indicates Vote AB - absent NV - not voting ORD - moved SEC - seconded

I, CINDY DZIURA, Township Clerk, do hereby certify that this is a true copy of an ordinance adopted by the Township Committee of the Township of Bordentown on the 17th day of November, 2025.


 CINDY DZIURA, Township Clerk