

**ORDINANCE NO. 2024-06**

**AN ORDINANCE OF THE TOWNSHIP OF BRISTOL, BUCKS COUNTY, PENNSYLVANIA, AMENDING THE BRISTOL TOWNSHIP CIVIL SERVICE RULES AND REGULATIONS BY REVISING SECTION A211-14 GENERAL QUALIFICATIONS OF APPLICANTS FOR PROMOTION, REVISING SECTION A211-22 TO PROVIDE FOR THE GENERAL EXAMINATION REQUIREMENTS FOR PROMOTION AND REVISING SECTION A211-24 MODIFYING THE MANDATORY ORAL EXAMINATION FOR ALL POLICE OFFICER APPLICANTS**

**WHEREAS**, Bristol Township is a municipality located in the County of Bucks, Commonwealth of Pennsylvania, that is organized and existing under the First Class Township Code; and

**WHEREAS**, Bristol Township is governed by a Council-Manager Plan under the Pennsylvania Home Rules Charter and Option Plan Law, 53 Pa.C.S. § 2901 *et seq*; and

**WHEREAS**, Section 53 P.S. 55630 provides that the Township Civil Service Commission shall have the power to prescribe, amend and enforce rules and regulations for the Township Police Department; and

**WHEREAS**, Section 53 P.S. 55630 provides that the Civil Service Regulations shall not be abrogated, amended, added to, or revised without the approval of the Bristol Township Council; and

**WHEREAS**, the Bristol Township Civil Service Regulations are provided in the Appendix to the Code of the Township of Bristol (Chapter A211);

**WHEREAS**, The Bristol Township Council desires to add the Corporal position to the Bristol Township Police Department; and

**WHEREAS**, the Township Civil Service Commission held a meeting and approved amendments and updates to the Civil Service Regulations by revising Section A211-14 to provide for new qualifications for the position of Corporal and Sergeant by revising Section A211-22 by adding the Corporal position in the general examination requirements for promotion, and revising Section A211-24 to not require the scheduling of oral examinations for all new police officer applicants that pass the written examination;

**NOW, THEREFORE**, Council of the Township of Bristol, County of Bucks, Commonwealth of Pennsylvania, does hereby **ORDAIN** and **ENACT** the following:

**Section 1:** Chapter A211, Article III, Section A211-14, **General qualifications of applicants for promotion**, is hereby deleted in its entirety and replaced as follows:

**A211-14. General qualifications of applicants for promotion.**

A. In addition to meeting the qualifications in §A211-13 above, all applicants for any promotional position, except Chief, shall not be considered for the request or promotion if such applicant has been suspended without pay for more than five days at any time in the three years prior to the date of the written, promotional examination. For the Detective, Corporal and Sergeant position, the applicant shall not be considered for the request or promotion if such applicant has been suspended without pay for five days or less at any time in the two years prior to the date of the written, promotional examination. For the Lieutenant, Captain, and Deputy Chief of Police positions, the applicant shall not be considered for the request or promotion if such applicant has been suspended without pay for five days or less at any time in the one year prior to the date of the written, promotional examination. Any suspension to which the applicant has timely appealed pursuant to a grievance procedure or to these rules and regulations shall be permitted to apply for the promotion and test pending the resolution of such appeal. If the suspension is upheld, the applicant shall be removed from the eligibility list.

B. All applicants shall have continuous prior service with the Police Department of the Township as follows:

- (1) An applicant for the position of Detective shall have prior experience as a patrol officer, with at least three years of experience as a police officer in the Township of Bristol Police Department as of the date of the written, promotional examination.
- (2) An applicant for the position of Corporal shall have prior experience as a patrol officer, with at least three years of experience as a police officer in the Township of Bristol Police Department as of the date of the written, promotional examination.
- (3) Prior to June 1, 2027, an applicant for the position of Sergeant shall have prior experience as a patrol officer, with at least five years of experience as a police officer in the Township of Bristol Police Department as of the date of the written, promotional examination. After June 1, 2027, an applicant for the position of Sergeant shall have at least three years of experience as a police officer in the Township of Bristol and two years of experience as either a Corporal or Detective in the Township of Bristol Police Department as of the date of the written, promotional examination.
- (4) An applicant for the position of Lieutenant shall have at least two years of experience as a Sergeant in the Township of Bristol Police Department as of the date of the written, promotional examination. Detectives promoted prior to August 31, 2023 shall remain eligible for promotion to Lieutenant provided they have at least two years of experience as a Detective in the Township of Bristol Police

Department as of the date of the written, promotional examination. Detectives promoted after August 31, 2023 shall not be eligible for promotion to Lieutenant.

- (5) Although there are currently no Captain positions in the Township of Bristol Police Department, any future applications for the position of Captain must have at least two years of experience as a Lieutenant in the Township of Bristol Police Department as of the date of the written, promotional examination.
- (6) An applicant for the position of Deputy Chief of Police shall have at least two years of experience as a Lieutenant in the Township of Bristol Police Department as of the date of the written, promotional examination.

**Section 2:** Chapter A211, Article IV, Section A211-22, **General examination requirements for promotion**, is hereby deleted in its entirety and replaced as follows:

**A-211-22. General examination requirements for promotion.**

The examination for the positions of Corporal, Detective, Sergeant, Lieutenant, Captain, and Deputy Chief of Police shall include a written and an oral examination. The written and oral examinations will be graded on a 100-point scale, with the written examination representing 50 percent of the final score and the oral examination representing 50 percent of the final score. After an applicant has been extended an offer for promotion, the final appointment to the promotional position shall be contingent upon the applicant passing a physical examination.

**Section 3:** Chapter A211, Article IV, Section A211-24, **Written examinations**, is hereby deleted in its entirety and replaced as follows:

**A-211-24. Written examinations.**

The written examination shall be graded on a 100-point scale, and an applicant must score 70% or higher and remain one of the top scorers, including ties, in order to continue in the application process. Applicants scoring less than 70% shall be rejected. Within 30 days after the administration of the written examination, all applicants shall be given written notice of their test results.

**Section 4:** The appropriate Township Officials and employees are hereby authorized to execute any and all documents, and to advertise and post any and all notices necessary to effectuate this Ordinance.

**Section 5:** Whenever the requirements of this Ordinance are in conflict with other requirements of the Ordinances of the Township of Bristol, the most restrictive, or those imposing the higher standards, shall govern.


**Section 6:** The provisions of this Ordinance are severable. If any section, clause, sentence, part or provision hereof shall be held illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court shall not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this Ordinance. It is hereby declared to be the intent of the Council of Bristol Township that this Ordinance would have been adopted if such illegal, invalid, or unconstitutional section, clause, sentence, part, or provision had not been included herein.

**Section 7:** This Ordinance shall become effective immediately.

ORDAINED AND ENACTED this 18<sup>th</sup> day of April 2024.

ATTEST:

COUNCIL OF THE TOWNSHIP OF BRISTOL,  
BUCKS COUNTY, PENNSYLVANIA

  
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Amy Siefker, Secretary

BY:   
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Craig Bowen, Council

