

**THE TOWNSHIP OF HOPEWELL
COUNTY OF MERCER, NEW JERSEY**

ORDINANCE NO 24- 1832

AN ORDINANCE AMENDING CHAPTER 2, “ADMINISTRATION”, OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF HOPEWELL, IN THE COUNTY OF MERCER, BY ADDING A NEW SECTION 39, ENTITLED “NEPOTISM POLICY”

WHEREAS, the New Jersey Best Practices Questionnaire recommends a Nepotism ordinance.

NOW THEREFORE BE IT ORDAINED, that the governing body of Hopewell Township, County of Mercer, State of New Jersey, hereby amends Chapter 2, “Administration”, of the Revised General Ordinances of the Township of Hopewell, County of Mercer, State of New Jersey, by adding Section 39, Entitled “Nepotism Policy” with the following language:

2-39 NEPOTISM POLICY

Section 1 The hiring, promoting, transferring, demoting or reassigning of relatives is prohibited if the employment of such an individual would result in the creation of a prohibited employment relationship. A prohibited relationship is created when:

- One relative would have the authority to directly supervise, appoint, remove, discipline, evaluate or otherwise affect the work or employment of another relative. This precludes the acceptance of applications for employment from relatives for positions in the same department where a supervision conflicts exist, or where conflict could exist through promotion.
- The relative would be responsible for auditing the work of the other.
- Other circumstances exist which would place the relatives in a situation of actual, or reasonably foreseeable, conflict between the Township’s interest and their own.

Employees who marry or become related by marriage, including civil unions and domestic partnerships, may continue in their employment if the marriage, civil union or domestic partnership does not result in the creation of a prohibited relationship. Where the marriage, civil union or domestic partnership results in the creation of a prohibited relationship, the Township will explore potential accommodations including the reassignment of one or both employees to available positions for which the employees are qualified. In addition, management reserves the right to address any workplace issues that may result from that relationship in the manner it deems appropriate.

Relative includes spouse, civil union partner, domestic partnership partner, parent, step-parent, child, step-child, sibling, step sibling, half-sibling, father-in-law, mother-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, grandparent, grandchild, aunt, uncle, niece, nephew, and cousins.

This policy applies to all regular full-time and part-time positions with the Township and to the potential creation of prohibited relationships on or after the date of adoption of this policy.

Section 2 Required Disclosure.

Prior to employment or appointment, all persons shall disclose, in writing, the names of relatives who work for the Township or who are elected or appointed Township officials. The written disclosure shall be maintained in the individual's personnel folder.

When, in the normal selection process, relatives of Township employees are considered for promotion, the employee must make that information known to the Township Committee prior to the promotion being made.

When two Township employees marry, enter into a civil union or domestic partnership or otherwise potentially create a prohibited relationship, employees must disclose the marriage, civil union or domestic partnership to the Administrator as soon as practicable, but no later than thirty calendar days before the marriage, civil union or domestic partnership. Employees must also disclose the dissolution of a marriage, civil union or domestic partnership to the Administrator as soon as practicable, but no later than thirty calendar days after the dissolution. An individual's failure to disclose this information may result in rejection of the employment application or the termination of employment.

Section 3 Severability. Should any section, clause, sentence, phrase or provision of this article be declared unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this article.

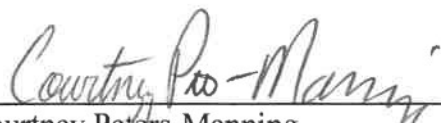
Section 4 Repealer. All prior ordinances or parts of the same inconsistent with any provisions of this article are hereby repealed to the extent of such inconsistency.

Section 5 Effective Date. This ordinance shall take effect upon final adoption and publication in accordance with law.

Date Introduced: June 24, 2024


Date Advertised: June 27, 2024

Date Adopted: July 15, 2024



Courtney Peters-Manning
Mayor

Attest:



Katherine Fenton-Newman
Municipal Clerk