

**AGENDA
MUNICIPAL COUNCIL
SPECIAL MEETING
WEDNESDAY, April 30, 2014
7:00 p.m.**

1. Call to Order and Pledge of Allegiance.
2. Roll Call.
3. Adequate Notice of this meeting as required by the Open Public Meetings Act of 1975, has been provided by a Special Notice sent to The Home News Tribune, The Star Ledger and the Sentinel on April 23, 2014 and posted in the Main Lobby of the Municipal Complex on the same date.
4. **COUNCIL PRESIDENT REMARKS:**
5. **NEW BUSINESS:
PROPOSED ORDINANCES PUBLIC HEARING SET DOWN FOR
MAY 14, 2014.**

**O.1865-2014 AN ORDINANCE AMENDING THE HIRING AND
PROMOTIONAL PROCESS IN THE POLICE DIVISION.**

6. **PROPOSED RESOLUTIONS**
Copies of this Resolution are available for review only and are posted in the Council Chambers. Anyone desiring a copy may contact the Township Clerk after the meeting.

Consent Agenda

- R.201-042014 Resolution in recognition of Municipal Clerk's Week (May 4-10, 2014), to our Clerk's office and her staff for their outstanding services they provide to our community.
7. Such other matters as the Council President deems necessary to bring before the Council at this time.
 8. Oral Petitions and Remarks
 9. Adjournment

EXPLANATION: An Ordinance amending the hiring and promotional process in the Police Division.

EDISON TOWNSHIP

ORDINANCE O.1865-2014

WHEREAS, the Township Council wishes to amend the hiring and promotional process in the Police Division.

BE IT ORDAINED, by the Township Council of the Township of Edison, County of Middlesex, State of New Jersey that Chapter 2 entitled "Administration" Article III "Departments", is hereby amended as follows:

SECTION I. The following existing Code Sections, including any amendment thereto whether codified or not, are hereby deleted in their entirety:

2-27 Mayors' Authority to Supervise the Divisions of Fire and Police.

2-28 Division of Police.

2-29 Entry Level and Promotional Criteria.

SECTION II. The following new Code Sections are hereby adopted:

2-27 MAYOR'S AUTHORITY TO SUPERVISE THE DIVISIONS OF FIRE AND POLICE.

2-27.1 Director of Public Safety; Appropriate Authority.

Within the Department of Administration there shall be a Division of Fire and Division of Police. Any and all functions, duties or responsibilities which are assigned to the Director of Public Safety by this Code shall be assigned to the Mayor. The Mayor shall be designated as the "appropriate authority" as provided by N.J.S.A. 40A:14-118. The Mayor shall promulgate and adopt such rules and regulations of the government of the Division of Police and for the discipline of its members.

2-28 DIVISION OF POLICE.

2-28.1 Established; Police Chief; Appointment.

The Police Force heretofore established by ordinance is continued as the Division of Police and is subject to all laws and ordinances relating to a municipal Police Department. The head of the Division shall be the Chief of Police, who shall be appointed by the Mayor and shall be the executive head of the Division.

2-28.2 Personnel of Division of Police.

A. The maximum complement of the Division of Police in the Township is as follows:

1. One (1) Chief of Police; and
2. One (1) Deputy Chief; and
3. Eight (8) Captains of Police; and
3. Nineteen (19) Lieutenants of Police; and
4. Thirty-five (35) Sergeants of Police; and

5. One hundred and forty-five (145) Patrol Officers; and

B. The actual complement shall be as determined to be needed by the Mayor and shall be appointed by the Mayor, from time to time, all of whom shall act and be known as Police Officers of the Township.

2-28.3 Functions of Division of Police.

The Division of Police shall, within the Township, preserve the peace, protect life and property, prevent and detect crime. It shall have all the functions, powers and duties prescribed by law for a municipal Police Department, generally, or by any provision of the Charter and ordinances relating to the Township Police Department, Chief of Police or the officers and persons of the Department.

2-28.4 Police Authority.

A. The Police Force is established by authority of the Township ordinance, subsection 2-28.1 of this chapter. The Police Force is continued as to the Division Police and is subject to all laws and ordinances relating to a Municipal Police Department. The Head of the Division shall be the Police Chief.

B. *Authority.* The powers and duties of the Police Department are established by authority of subsection 2-28.3. The Division of Police shall, within the Township, preserve the peace, protect life and property, and prevent and detect crime. It shall have all the functions, powers and duties described by law for a municipal Police Department generally, or by any provision of the Chapter and ordinances relating to the Township Police Department, Chief of Police or the officers and men and women of the department.

1. Preserve the public peace, prevent crime, detect and arrest offenders against the penal laws and ordinances effective within the Township, suppress riots, mobs and insurrections, disburse unlawful or dangerous assemblages and preserve order at all elections and public meetings and assemblages;
2. Administer and enforce laws and ordinances to regulate, direct, control and restrict the movement of vehicular and pedestrian traffic and the use of streets by vehicles and persons, and make rules and regulations, not inconsistent with the Charter, ordinance and general law, for such a purpose;
3. Remove all nuisances in the public streets, parks and other public places; and inspect and observe all places of public amusement and assemblage and all places of business requiring any State or municipal license or permit;
4. Provide proper Police attendance and protection at fires;
5. Enforce the laws and ordinances in effect within the Township and prevent the violation of them by any person; and apprehend and arrest all persons legally charged with the violations of any law or ordinance;
6. Provide for the attendance of its Police Officers or civilian employees in court as necessary for the prosecution and trial of persons charged with crime and other violations of the law, and cooperate fully with the law enforcement and prosecuting authorities of Federal, State and County governments;
7. Operate a training program to maintain and improve the Police efficiency of the members of the Division.
8. Make, administer and enforce, adopt and promulgate rules and regulations for the government of the force and for the disposition, conduct and discipline of the members of the Division; for this purpose, the Mayor shall be the appropriate authority to promulgate same.

2-28.5 Rules and Regulations for Governance.

The appropriate authority as established in this chapter, and in accordance with N.J.S.A. 40A:14-118, shall promulgate rules and regulations for the governance of the Police Division and for the discipline of its members.

2-28.6 Executive Office.

The Chief of Police shall be the executive officer of the Division of Police.

2-28.7 Chief of Police.

The Police Chief shall exercise any and all of the rights, authorities, powers and responsibilities reserved solely to the Chief of Police as set forth in N.J.S.A. 40A:14-118 and other rights, authorities, powers and responsibilities not reserved solely to the Chief of Police by statute as delegated by the Mayor.

2-29 ENTRY LEVEL AND PROMOTIONAL CRITERIA.

2-29.1 Findings.

The Township Council finds that promulgation of appropriate and consistent standards for the hiring and promotion of Police Officers serves the public interest in the following ways:

- A. The public is informed and made aware of the criteria pursuant to which such appointments are made.
- B. Police Officers currently serving the Township can properly prepare themselves to be eligible for promotion to the next rank.
- C. Persons wishing to apply for positions as Police Officers are able to learn and prepare to meet the hiring criteria.

2-29.2 Entry Level Criteria Established.

- A. Applicants for employment as Police Officers must meet the following qualifications:
 - 1. Be a citizen of the United States and a resident of New Jersey by the date of appointment;
 - 2. Be a high school graduate or equivalent between eighteen (18) and thirty-five (35) years of age;
 - 3. Have good moral character and not been convicted of criminal offense involving moral turpitude;
 - 4. Be psychologically and physically fit to perform all the duties of a Police Officer;
 - 5. Be able to read, write and speak the English language conversantly;
 - 6. Possess a valid New Jersey driver's license by date of appointment;
 - 7. Shall possess a minimum of sixty (60) credits from an accredited college or university. In lieu of the minimum of sixty (60) college credit requirement, an applicant (i) shall have completed two (2) years of active military service with an honorable discharge; or (ii) shall be PTC (New Jersey Police Training Commission) certified or (iii) have been a police officer in good standing for a period of at least one (1) year in another jurisdiction.
 - 8. Be of sound body and of good health sufficient to satisfy the Board of Trustees of the Police and Firemen's Retirement System of New Jersey as to his/her eligibility;
 - 9. Meet such other requirements as are established in the police rules and regulations;
 - 10. Be physically capable of meeting the mandated firearms qualifications mandated by the Attorney General's guidelines.
- B. No person shall be hired, or rehired, if that person has ever pled guilty or been convicted of an indictable offense in this State, or any State; or receive the benefit of pre-trial intervention, or an equivalent diversionary program, arising out of an indictable offense, in this or any other State. No person shall be hired or rehired, if that

person has pled guilty, been found guilty, or enrolled in any diversionary program arising from any disorderly or petty disorderly persons offense if such offense involves moral turpitude.

2-29.3 Entry Level Officers.

A. Application.

1. All applicants shall complete a detailed application which will be thoroughly investigated. Failure to pass the background investigation will disqualify an applicant. Examples areas of concern which can lead to disqualification are:
 - (a) Criminal history;
 - (b) Continuous poor driving record;
 - (c) Falsification of any information required of the applicant (given at any time);
 - (d) Other negative information uncovered by investigators.
2. Final determination as to passage or failure of the background investigation will be made by the Chief of Police or his designee.

B. The Mayor shall employ one (1) of the following two (2) procedures for appointing to the position of entry level Police Officer. The Mayor reserves the right to utilize either or both of the following procedures in whatever order of preference he/she chooses. All applicants shall be charged a non-refundable fee of one hundred dollars (\$100) and reimburse the Township for any fees for criminal background checks or fingerprinting. These fees can be waived by the Mayor on proof of indigence.

OPTION 1.

1. Police Training Procedure: This procedure will allow the Mayor to limit applicants to person(s) who are police officers in good standing in another jurisdiction; or are PTC (New Jersey Police Training Commission) certified; or who are presently attending a certified New Jersey police training school. In such case, the following selection criteria shall be used:
 - (a) An application committee designated by the Mayor, which shall include at least the Chief of Police and the Township Administrator, shall review the applications.
 - (b) Applicants who are deemed eligible by the application committee shall undergo an oral interview by a review committee designated by the Mayor, which shall include at least the Chief of Police. Applicants who pass the oral interview may move onto the next phase.
 - (c) A background check will be conducted on the number of the proposed candidates to be hired plus fifty (50%) of the proposed number of candidates to be hired. Those passing the background check are eligible for the next phase.
 - (d) The review committee selected candidates shall undergo a medical and psychological examination, which shall be conducted by a licensed physician and licensed psychologist select by and paid by the Township.
 - (e) The applicant passing the aforesaid examinations may be selected by the Mayor to fill police officer vacancies, provided that they have completed and received PTC certification or are a police officer in good standing at the time of

appointment. The Mayor shall make the final appointment from the list candidates interviewed utilizing the “Rule of Five”.

- (f) New appointees hired under this procedure will serve a probationary period of one (1) year as required by the Division of Police Rules and Regulations which shall begin on the first day of employment.

OPTION 2.

1. The Township may establish a list of qualified applicants for the position of police officer for those persons not qualified to be appointed pursuant to Option 1 above, in accordance with the following procedure:

- (a) A written test to be administered a valid and reliable outside testing agency or testing company with a minimum of five years experience in the design and administration of police officer hiring and promotional testing. Applicants must achieve a grade of seventy (70%) or higher to be considered for the next phase.
- (b) All candidates must take a physical agility exam consistent with a police officer's job description. The agility exam shall be graded based upon a testing rubric established by the Police Chief.
- (c) The final score shall consist of sixty (60%) of the written test score and forty (40%) of the physical agility test score for a total of one-hundred (100) points.
- (d) Applicants that have served with the Edison Police Auxiliary for a period of at least four (4) years prior to the commencement of the testing procedure shall have five (5) points added to their score.
- (e) Applicants who are bone fide Edison residents on the date of the examination shall have five (5) points added to their score.
- (f) All eligible applicants shall undergo an oral interview by a review committee designated by the Mayor, which shall include at least the Chief of Police. Applicants who pass the oral interview may move onto the next phase.
- (g) A background check will be conducted on the number of the proposed candidates to be hired plus fifty (50%) of the proposed number of candidates to be hired. Those passing the background check are eligible for the next phase.
- (f) The review committee selected candidates shall undergo a medical and psychological examination, which shall be conducted by a licensed physician and licensed psychologist select by and paid by the Township.
- (g) The applicant passing the aforesaid examinations may be selected by the Mayor to fill police officer vacancies. The Mayor shall make the final appointment from the list candidates interviewed utilizing the "Rule of Five".
- (h) New appointees selected by option 2 will be required to attend Police Academy and serve a one (1) probationary period which shall begin the first day of employment following graduation from the Police Academy.

C. A list with the rankings of the candidates will be certified by the Township Clerk. The list will be in force for two (2) years from the date that it is certified and a new list shall be established within ninety (90) days of the expiration of any list. The list shall not be extended.

D. All applicants shall be charged a non-refundable fee of fifty dollars (\$50.00) and any fees borne by Edison for criminal background checks, finger printing and the like. An applicant who can establish the satisfaction of the Mayor that he or she is indigent will have the fee waived.

2-29.4 Reserved.

2-29.5 Promotional Criteria; Patrol Officer to Sergeant.

All promotions from patrol officer to sergeant shall be made pursuant to the following examination criteria, which shall consist of one-hundred (100) total points:

A. *Qualifications.* A candidate must have completed a minimum of seven years (7) of service as a patrol officer with the Edison Police Department on the date of the written examination.

B. *Written Test.*

1. The test shall be drafted specifically for the Edison Police Department which shall be designed and administered by a valid and reliable outside testing agency or testing company with a minimum of five years experience in the design and administration of police officer hiring and promotional testing.
2. Study guides will be made available prior to the examination.
3. The written test shall constitute seventy-five (75%) percent of the officer's score. Only those candidates who achieve a score of seventy-five (75%) percent or higher will be allowed to move to the next phase.
4. The testing agency shall place the names and grades of the passing candidates into a sealed envelope and placed with the Township Administrator. At the end of the process, the Township Administrator shall submit the sealed envelope to the Chief of Police.

C. *Oral Test.* The oral test shall constitute fifteen (15%) percent of the officer's score and shall be conducted by the Command Staff, which shall include the Chief of Police, Deputy Chief, and Captains, who shall rate the candidates on a rubric developed by the Chief of Police. The Command Staff shall not discuss their evaluations with other Command Staff members. The Chief of Police and Deputy Chief shall remove the highest and lowest scores of each candidate and average the remaining scores.

D. *Veterans.* Anyone who 1) is a veteran as defined in N.J.S.A. 11A:5-1(b); 2) who has a minimum of two (2) years service; and 3) has been honorably discharged, shall receive 1 point for said service.

E. *College Credit.* Anyone who possess a Bachelors degree or higher shall receive 0.5 points.

F. *Seniority.* Points will be given for fully completed years of service on the Edison Police Department as of the announced closing date for eligibility to take the written test as follows:

Years	Points
08-10	0.5
11-12	1.0
13-14	1.5
15-16	2.0
17-18	2.5
19-20	3.0

G. *Disciplinary History.*

1. If a candidate has no disciplinary history in the last ten (10) years from the date of the scoring of the examination, the candidate shall receive five and one-half (5.5) points.
2. If a candidate has no more than two (2) written reprimands or one (1) suspension of three (3) days or less in the last ten (10) years from the date of the scoring of the examination, the candidate shall receive two and one half (2.5) points.
3. If a candidate has one (1) discipline of more than three (3) suspension days, said candidate shall receive zero (0) points.

H. *Compiling the Ranking List of Candidates*

1. The Chief of Police shall obtain from the Township Administrator the sealed envelope which contains the results of the written test.
2. The Chief of Police and the Deputy Chief shall compute the scores and issue the list of rankings.
3. The Chief of Police shall maintain the scores and all evaluation sheets until the next promotional test is conducted.

I. *Appointment to Position.*

1. Vacancies shall be filled utilizing the "Rule of Five". Should the scoring result in a tie in any position but the first rank, the list shall be expanded to include all those candidates eligible in those positions. If there is a tie in the number one position, all of those candidates will be included on the list; however, if there is also a tie in a lower rank necessary to establish the "Rule of Five", all said candidates will be included to establish the "Rule of Five".
2. A review committee designated by the Mayor, which shall include at least the Chief of Police, shall review the list comprising the candidates contained in the "Rule of Five" and issue recommendations to the Mayor.
3. The Mayor shall appoint the candidate pursuant to the "Rule of Five".

J. *Duration of List of Candidates.*

1. Upon the completion of the ranking of candidates, the list will be certified by the Township Clerk.
2. The list will be in force for two (2) years from the date it is certified and a new list shall be established within ninety (90) days of the expiration of any list. The list shall not be extended.

K. *Miscellaneous.*

1. Violation of any Edison Police Department rules and regulations, departmental policy and procedure or violation of any State or Federal statute occurring after the list is certified may result in the candidate being removed from the promotional list or having his or her position lowered on the list. If a candidate is lowered on the list, the procedure utilized shall be consistent with "G" of this Section.
2. The removal of a candidate, pursuant to K(1) of this Section will be at the ultimate discretion of the Mayor.

2-29.6 Promotional Criteria; Sergeant to Lieutenant.

A. *Qualifications.*

1. The candidate must have completed a minimum of two (2) years service in grade as sergeant in the Edison Police Department to be eligible for promotion to lieutenant.
2. a. Each candidate for promotion to the rank of lieutenant shall take a written examination drafted specifically for the Edison Police Department which shall be designed and administered by a valid and reliable outside testing agency or testing company with a

minimum of five years experience in the design and administration of police officer hiring and promotional testing.

- b. The testing agency shall place the names and grades of the passing candidates into a sealed envelope and placed with the Township Administrator. At the end of the process, the Township Administrator shall submit the sealed envelope to the Chief of Police.
3. The oral test shall be conducted by the Command Staff, which shall include the Chief of Police, Deputy Chief and Captains, who shall rate the candidates on a rubric developed by the Chief of Police. The Command Staff shall not discuss their evaluations with other Command Staff members. The Chief of Police and Deputy Chief shall remove the highest and lowest scores of each candidate and average the remaining scores.
4. The final score shall consist of the written examination score (50%) and the oral examination score (40%). Candidates will receive one-half point (0.5) for each full year of time in grade as a Sergeant in the Edison Police Department to a maximum of 5 points.
5. *Disciplinary History.*
 - a. If a candidate has no disciplinary history in the last ten (10) years from the date of the scoring of the examination, the candidate shall receive five (5.0) points.
 - b. If a candidate has no more than two (2) written reprimands or one (1) suspension of three (3) days or less in the last ten (10) years from the date of the scoring of the examination, the candidate shall receive two and one half (2.5) points.
 - c. If a candidate has one (1) discipline of more than three (3) suspension days, said candidate shall receive zero (0) points.

B. *Compiling the Ranking List of Candidates*

1. The Chief of Police shall obtain from the Township Administrator the sealed envelope which contains the results of the written test.
2. The Chief of Police and the Deputy Chief shall compute the scores and issue the list of rankings.
3. The Chief of Police shall maintain the scores and all evaluation sheets until the next promotional test is conducted.

C. *Appointment to Position.*

1. Vacancies shall be filled utilizing the "Rule of Five". Should the scoring result in a tie in any position but the first rank, the list shall be expanded to include all those candidates eligible in those positions. If there is a tie in the number one position, all of those candidates will be included on the list; however, if there is also a tie in a lower rank necessary to establish the "Rule of Five", all said candidates will be included to establish the "Rule of Five".
2. A review committee designated by the Mayor, which shall include at least the Chief of Police, shall review the list comprising the candidates contained in the "Rule of Five" and issue recommendations to the Mayor.
3. The Mayor shall appoint the candidate pursuant to the "Rule of Five".

D. *Duration of List of Candidates.*

1. Upon the completion of the ranking of candidates, the list will be certified by the Township Clerk.

2. The list will be in force for two (2) years from the date it is certified and a new list shall be established within ninety (90) days of the expiration of any list. The list shall not be extended.

E. *Miscellaneous.*

1. Violation of any Edison Police Department rules and regulations, departmental policy and procedure or violation of any State or Federal statute occurring after the list is certified may result in the candidate being removed from the promotional list or having his or her position lowered on the list. If a candidate is lowered on the list, the procedure utilized shall be consistent with "A(5)" of this Section.
2. The removal of a candidate, pursuant to E(1) of this Section will be at the ultimate discretion of the Mayor.

2-29.7 Promotional Criteria; Lieutenant to Captain.

A. *Qualifications.*

1. The candidate must have completed a minimum of two (2) years service in grade as lieutenant in the Edison Police Department to be eligible for promotion to captain.
2.
 - a. Each candidate for promotion to the rank of captain shall take a written examination drafted specifically for the Edison Police department which shall be designed and administered by a valid and reliable outside testing agency or testing company with a minimum of five years experience in the design and administration of police officer hiring and promotional testing.
 - b. The testing agency shall place the names and grades of the passing candidates into a sealed envelope and placed with the Township Administrator. At the end of the process, the Township Administrator shall submit the sealed envelope to the Chief of Police.
3. The oral test shall be conducted by the Command Staff, which shall include the Chief of Police, Deputy Chief and Captains, who shall rate the candidates on a rubric developed by the Chief of Police. The Command Staff shall not discuss their evaluations with other Command Staff members. The Chief of Police and Deputy Chief shall remove the highest and lowest scores of each candidate and average the remaining scores.
4. The final score shall consist of the written examination score thirty (30%) percent and the oral examination score sixty (60%) percent. Candidates will receive one half point (0.5) for each full year of time in grade as a Lieutenant in the Edison Police Department to a maximum of five (5) points.
5. *Disciplinary History.*
 - a. If a candidate has no disciplinary history in the last ten (10) years from the date of the scoring of the examination, the candidate shall receive five (5.0) points.
 - b. If a candidate has no more than two (2) written reprimands or one (1) suspension of three (3) days or less in the last ten (10) years from the date of the scoring of the examination, the candidate shall receive two and one half (2.5) points.
 - c. If a candidate has one (1) discipline of more than three (3) suspension days, said candidate shall receive zero (0) points.

B. *Compiling the Ranking List of Candidates*

1. The Chief of Police shall obtain from the Township Administrator the sealed envelope which contains the results of the written test.
2. The Chief of Police and the Deputy Chief shall compute the scores and issue the list of rankings.
3. The Chief of Police shall maintain the scores and all evaluation sheets until the next promotional test is conducted.

C. *Appointment to Position.*

1. Vacancies shall be filled utilizing the "Rule of Three". Should the scoring result in a tie in any position but the first rank, the list shall be expanded to include all those candidates eligible in those positions. If there is a tie in the number one position, all of those candidates will be included

on the list; however, if there is also a tie in a lower rank necessary to establish the “Rule of Three”, all said candidates will be included to establish the “Rule of Three”.

2. A review committee designated by the Mayor, which shall include at least the Chief of Police, shall review the list comprising the candidates contained in the “Rule of Three” and issue recommendations to the Mayor.
3. The Mayor shall appoint the candidate pursuant to the “Rule of Three”.

D. *Duration of List of Candidates.*

1. Upon the completion of the ranking of candidates, the list will be certified by the Township Clerk.
2. The list will be in force for two (2) years from the date it is certified and a new list shall be established within ninety (90) days of the expiration of any list. The list shall not be extended.

E. *Miscellaneous.*

1. Violation of any Edison Police Department rules and regulations, departmental policy and procedure or violation of any State or Federal statute occurring after the list is certified may result in the candidate being removed from the promotional list or having his or her position lowered on the list. If a candidate is lowered on the list, the procedure utilized shall be consistent with “A(5)” of this Section.
2. The removal of a candidate, pursuant to E(1) of this Section will be at the ultimate discretion of the Mayor.

2-29.8 Promotional Criteria; Deputy Chief of Police.

- A. Any individual, officer or candidate to be promoted to the position of Deputy Chief of Police shall have served in the position of captain for a period of at least two (2) years or lieutenant for a period of at least four (4) years in a permanent capacity in the Edison Police.
- B. The Chief of Police shall give his written recommendations to the Mayor.
- C. The Mayor shall select the Deputy Chief of Police.

2-29.9 Promotional Criteria; Chief of Police.

- A. Any individual, officer or candidate to be promoted to the position of Chief of Police shall have served in the position of Deputy Chief of Police, Captain for a period of at least two (2) years or lieutenant for a period of at least four (4) years in a permanent capacity in the Edison Police.
- B. The Mayor shall select the Chief of Police.

2-29.10 Conflict of Interest

For the purposes of the Command Staff review, if any member of the Command Staff or the Chief of Police has a family member who is a candidate for promotion, said individual shall be recused from the process for that round of oral testing which so affect the Command Staff personnel. Family member is defined in this section as father, mother, brother, sister, brother-in-law, sister-in-law, son, daughter, son-in-law, daughter-in-law, uncle, aunt, nephew, niece, or any person living under the roof of a Command Staff member.

2-29.11 Testing Schedule - Promotional

Pursuant to the subsections of this Ordinance, at the discretion of the Director of Public Safety, promotional testing shall be conducted in two (2) year cycles. Make-up tests shall not be permitted for any reason; except that a make-up test will be permitted for those employees who meet the specific promotional criteria for the original test, are serving active military, and are unavailable to take the promotional test due to deployment or other assignment due to official military service. If it becomes necessary to hold a make-up exam, the test will be held on October 1st, or the first business day following October 1st, in the year following the original promotional test.

2-29.12 Appointment of Retired or Former Members of the Division of Police.

No person who has previously retired or resigned from the Edison Division of Police shall be reappointed in rank by the Director of Public Safety without the prior approval of the Mayor and the Township Council.

2-29.13 Computerized Criminal History Checks.

The Division of Police shall on the request of any of the Township's volunteer first aid squads or the Senior Outreach Service, conduct a computerized criminal history check of perspective members from the State Bureau of Investigation (SBI) in accordance with N.J.S.A. 53:1-20.6 and N.J.A.C. 13:59-1.1 et seq. All such criminal history checks shall be used only for the purpose of the perspective membership application and for no other purpose in accordance with N.J.A.C. 13:59-1.1 et seq.

2-29.14 Criminal Offenses.

Any Police Officer who pleads guilty, or is found guilty of any indictable offense, in this or any other State; or of a disorderly persons offense in this or any other State involving moral turpitude, or enrolled in a diversionary program such as pre-trial intervention, shall forfeit his/her position as a Police Officer upon entry of a judgment of conviction or enrollment into a diversionary program.

SECTION III. This ordinance shall take effect twenty (20) days after adoption and approval by the Mayor in accordance with N.J.S.A. 40:69A:181(b).

SECTION IV. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

RESOLUTION R.201-042014

WHEREAS, a Municipal Clerk is a professional who provides continuity in government from administration to administration, seeing to it that the business of local government continues uninterrupted while providing experienced and dedicated public service to the governing body, colleagues and residents; and

WHEREAS, one of the oldest positions of public servants in local government, the Municipal Clerk's Office was established when the early colonists came to America and began setting up forms of local government; and

WHEREAS, the functions of a Municipal Clerk necessitate a thorough knowledge of law procedure, administration and interpersonal relations; and

WHEREAS, a Municipal Clerk has core duties prescribed by state statute, including but not limited to (1) acting as secretary to the municipal corporation; (2) acting as secretary to the governing body; (3) serving as chief administrative officer in all elections; (4) serving as chief registrar of voters in their municipality; (5) serving as the administrative officer responsible for accepting and issuing various licenses and permits; (6) serving as coordinator and records manager; and (7) performing other such duties as are imposed by statute, regulation of municipal ordinance or resolution; and

WHEREAS, in recognition of Municipal Clerk's Week (May 4 – 10, 2014), the Municipal Council of the Township of Edison wishes to recognize its Acting Municipal Clerk and her staff for their outstanding services with which they provide to our community.

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council of the Township of Edison, that while recognizing the importance of its role and functions of the Municipal Clerks Office and the impact it has on the public, that it salutes its Acting Municipal Clerk, Cheryl Russomanno; Deputy Municipal Clerk, Robin Kenny; and staff members Marlena McCray and Michelle Kasperski for their dedication and commitment to Edison Township's local government; and

BE IT FURTHER RESOLVED, that the Municipal Council of the Township of Edison recognizes all of New Jersey's Municipal Clerks and their staff members for their service to their respective local governments and calls upon other communities to join them in recognizing their Municipal Clerks and staff members during the week of Municipal Clerk's Week, May 4 -10, 2014.