

ORDINANCE #10-15

AN ORDINANCE AMENDING SECTION 3-6.6 OF CHAPTER III, ARTICLE I ("POLICE DEPARTMENT") OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT WITH RESPECT TO FEES FOR OFF-DUTY POLICE SERVICES

WHEREAS, Section 3-6.6 of the Revised General Ordinances of the Borough of Keyport sets forth fees to be paid by persons or entities contracting with the Borough for off-duty police services, which ordinance was last updated in 2006; and

WHEREAS, the Mayor and Council deem it appropriate to update the fees set forth in Section 3-6.6.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Keyport that Section 3-6.6 of the Revised General Ordinances of the Borough of Keyport, Chapter III, Article I ("Police Department") be and is hereby amended and revised as set forth below.

SECTION I. **Amendments to the Revised General Ordinances.** Section 3-6.6 is hereby amended and revised to read as follows:

3-3.6 Procedures and Conditions for Special Duty Assignments for Police Officers.

- a. *Findings.* [No change]
- b. *Assignments.* [No change]
- c. *Contracts with Persons or Entities.* [No change]
- d. *Payment for Off-Duty Assignments.*
 1. All persons or entities, private or public, shall be required to make all payments for off-duty assignments payable to the Borough of Keyport. All payments for off-duty assignments shall be forwarded to the Treasurer of the Borough of Keyport. The office of the Chief Financial Officer shall deposit all funds earmarked for payment of off-duty officers, collected from persons or entities, into a special escrow fund. The escrow fund shall be established for payment to members of the Police Department performing the off-duty services. All police officers shall be required to submit pay slips to the Police Chief or the Chief's designee. The pay slip shall be in a form approved by the Police Chief. Upon receipt of a properly executed pay slip verified by the person or entity, the office of the Chief Financial Officer will process the pay slips for disbursement. Provided the escrow fund for the person or entity has sufficient monies available, the members

of the Police Department shall be paid for the off-duty services at the next regularly scheduled pay date. If there is insufficient monies available to pay all members of the Police Department who worked for the person or entity in question, for the pay period in question, the office of the Chief Financial Officer shall request additional funds for deposit into escrow prior to payment of the police officers.

2. All police officers shall be paid at an hourly rate of not less than seventy-five (\$75.00) dollars per hour. All off-duty assignments shall be for four (4) hours at minimum.
3. Cancellation of off-duty assignments shall be made to the Police Chief, or the Chief's designee, no less than one (1) hour prior to the commencement or a fee will be charged in an amount equal to the applicable hourly rate multiplied by the minimum amount of hours required multiplied by the number of officers requested.

e. *Administrative Costs.*

1. In addition to the aforementioned fees to be collected by the Borough of Keyport from said person or entity, private or public, for the payment of said off-duty police officers, the Borough of Keyport shall collect an administrative fee of five (\$5.00) dollars per hour, per person, assigned to the said private entity. Said fee shall be used to offset the administrative costs associated with the assignment of Borough Police Officers.
2. In addition to the aforementioned administrative fee, said person or entity shall pay the Borough for the use or rental of any Borough equipment based upon the following pay scale:

- (A) Police Vehicle..... \$25.00 / hour
- (B) Flares..... \$2.00 / each
- (C) Signage (i.e. signs, vehicle barricades, traffic cones, etc.)..... \$1.00 / hour
- (D) Electronic Signage:
 - (a) For each day or part thereof in excess of four (4) hours.....\$200.00
 - (b) For four (4) hours or less in any day.....\$100.00

f. *Workers Compensation Fund and Insurance.* [No change]

g. *Emergencies.* [No change]

- h. *Indemnification.* [No change]
- i. *Failure to Comply.* [No change]
- j. *Severability.* [No change]

SECTION II. All ordinances and provisions thereof inconsistent with the provisions of this Ordinance shall be and are hereby repealed as to the extent of such inconsistency.

SECTION III. If any section, subsection, part, clause or phrase of this Ordinance shall be declared invalid by Judgment of any Court of competent jurisdiction, the subsection, part, clause or phrase shall be deemed to be severable from the remainder of this Ordinance.

SECTION IV. This Ordinance shall take effect immediately after final passage and publication as required by law.

Introduced: March 17, 2015
Public Hearing: April 7, 2015
Adopted: April 7, 2015



Valerie T. Heilweil, RMC
Borough Clerk
Borough of Keyport



Harry M. Aumack, II, Mayor
Borough of Keyport