Borough of Rocky Hill
Borough Council Agenda
September 9, 2026
7:00 PM

1. CALL TO ORDER

2. SALUTE TO THE FLAG

3. NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT-

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News on January 8th, 2026. Notice remains continuously posted as to required notices under the Statute. A copy of this notice is available to the public ans is on file in the Office of the Borough Clerk.

4. ROLL CALL

5. MAYOR'S COMMENTS

6. APPROVAL OF MINUTES

A. Borough Council- Regular Council Meeting-

a. Regular Council Meeting Minutes- 8/12/2026

7. PUBLIC COMMENT

(MEMBERS OF THE PUBLIC WISHING TO ADDRESS THE MAYOR AND COUNCIL ARE REQUESTED TO STAND AND STATE THEIR NAME AND ADDRESS FOR THE RECORD.)

8. ENGINEERS REPORT

A. Engineers Report

B. Engineer's Report September 2026

9. CHIEF FINANCIAL OFFICER'S REPORT

A. CFO Reports

10. DEPARTMENTAL REPORTS

A. Clerks Report September 2026

11. APPROVAL OF VOUCHERS

A. September Bill Lists

12. COMMITTEE REPORTS

Administration & Records

a. Grants Report

b. Admin Report

Buildings & Grounds

a. Buildings and Grounds Report September 2026

Finance & Insurance

a. Finance Report

Public Safety & Emergency Services

a. Public Safety Report

Streets & Roads

a. Traffic Report

Water, Sewer & Environmental Protection

a. August 2026 Utility Department Report

Council Representative to Planning Board

Council Liason to Recreation Committee

Council Representative to Board of Health

Zoning Official's Report

A. Zoning Report

Grants Committee

13. SPECIAL BUSINESS

A. A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROCKY HILL RECOGNIZING SEPTEMBER AS OVARIAN CANCER AWARENESS MONTH

B. Resolution approving a change order for the Tennis Court refurbishment project in the amount of $8,268.52

14. UNFINISHED BUSINESS

15. NEW BUSINESS

A. AN ORDINANCE CREATING CHAPTER 95 OF THE CODE OF THE BOROUGH OF ROCKY HILL TITLED "FIRE DEPARTMENT", ESTABLISHING A MUNICIPAL FIRE DEPARTMENT AND FIRE FORCE IN THE BOROUGH OF ROCKY HILL, ESTABLISHING A PART-PAID FIRE DEPARTMENT CONSISTING OF VOLUNTEER AND PART-TIME PAID PER DIEM FIREFIGHTERS, ESTABLISHING THE POSITION OF FIRE CHIEF, AND PROVIDING FOR THE ORGANIZATION, OPERATION, PROPERTY, INSURANCE AND ADMINISTRATION OF THE FIRE DEPARTMENT

B.

AN ORDINANCE CREATING CHAPTER 97 OF THE CODE OF THE BOROUGH OF ROCKY HILL TITLED "EMERGENCY MANAGEMENT", ESTABLISHING THE OFFICE OF EMERGENCY MANAGEMENT OF THE BOROUGH OF ROCKY HILL, AND PROVIDING FOR THE ORGANIZATION, OPERATION, ADMINISTRATION AND FUNDING THEREOF

C.

AN ORDINANCE AMENDING CHAPTER 24, "OFFICERS AND EMPLOYEES," OF THE CODE OF THE BOROUGH OF ROCKY HILL TO ESTABLISH THE POSITION OF DEPUTY EMERGENCY MANAGEMENT COORDINATOR

D. AN ORDINANCE AMENDING CHAPTER 197 OF THE CODE OF THE BOROUGH OF ROCKY HILL ENTITLED "WATER" TO ESTABLISH ARTICLE V TITLED "MANDATORY WATER METER REPLACEMENT AND ADVANCED METER INFRASTRUCTURE (AMI)", CUSTOMER ACCESS REQUIREMENTS, AND ENFORCEMENT PROCEDURES

16. COMMUNICATIONS

17. PUBLIC COMMENT

(MEMBERS OF THE PUBLIC WISHING TO ADDRESS THE MAYOR AND COUNCIL ARE REQUESTED TO STAND AND STATE THEIR NAME AND ADDRESS FOR THE RECORD.)

18. ADJOURNMENT

Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
August 12, 2026

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order at 7:07 PM followed by the salute to the flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

ROLL CALL

Attendee Name	Title	Status	Arrived
Jonathan Lee	Council Member	Present	
Richard Novak	Council President	Present	
Luis Silvestre	Councilman	Absent	
Andrew Jacobson	Council Member	Present	
Sharlene Laud	Council Member	Present	
Albert Chini	Council Member	Present	
Robert Uhrik	Mayor	Present	

Also present: Clerk Rebecca Newman, Deputy Clerk Christine Witt, Attorney Alex Fisher (remote)

MAYOR'S COMMENTS

Mayor Uhrik held a moment of silence for long time Borough resident Susan Fisher. There will be a 9/11 remembrance on September 11th at 8:30am in Panicaro Park.

APPROVAL OF MINUTES

A. Borough Council - Regular Council Meeting - Jul 8, 2026 7:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Jonathan Lee, Council Member
SECONDER:	Richard Novak, Council President
AYES:	Lee, Novak, Jacobson, Laud, Chini
ABSENT:	Silvestre

PUBLIC COMMENT

Bill Hallman, 26 Montgomery Avenue, thanked the Borough Council for its pursuit of the library and asked that the library board of trustees have access to the building as soon as possible.

ENGINEER'S REPORT

A. Engineer's Report

See attached report.

CHIEF FINANCIAL OFFICER'S REPORT

A. CFO Reports

See attached reports.

DEPARTMENTAL REPORTS

A. Clerk, Tax Collector, Water Collector Report

B. Clerks Report August

APPROVAL OF VOUCHERS

A. August Bill Lists

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Richard Novak, Council President
SECONDER:	Jonathan Lee, Council Member
AYES:	Lee, Novak, Jacobson, Laud, Chini
ABSENT:	Silvestre

COMMITTEE REPORTS

Administration & Records -A. Jacobson

See attached report.

A. Admin and Records

Buildings & Grounds - L. Silvestre

Maintenance took place at Panicaro Park. Additional weeding is needed at Borough Hall Park.

Finance & Insurance - R. Novak

See attached report.

B. Grant Report

Public Safety & Emergency Services -J. Lee

The constable reported:
The sheep from the Schaffer compound got out again. Kate, the daughter of Barbara Schaffer, owner of the animals, had given me her number. I called the number, and although she said yes this is Kate, she said she did not have any sheep.

I had noticed a flood of water coming down the driveway of the Crop Walk building; finally I went back and found out it was coming under the fence from 46 Crescent. I talked the the neighbor of 46 Crescent who contacted the daughter of the owner, who was in upstate New

York for the summer. The daughter said no, the sump pump was doing its job. There was water pouring constantly through the sump pump pipe and creating streams in the back yard. When I texted the owner she said the water table was high. Strange, only in your yard? Anyway it turned out they had installed a Jet water pump which failed - 124,000 gallons of water later.

The owner of 10 Montgomery contacted me because her neighbor at 8 Montgomery was throwing debris over the fence into her(10's) yard. I went over and talked to the person throwing stuff; logs ivy etc. She began talking about gutter problem they had had many years previously. The owner of 8 called me and claimed not to know anything about what was happening, but later blocked 10's driveway with his car. 10 says she is not going to contact the police.

C. Public Safety Report

Streets & Roads - S. Laud

Discussed road striping and a sink hole repair on Merritt Lane.

Water, Sewer & Environmental Protection - A. Chini

See attached report.

D. Water Report

Council Representative to Planning Board -A Jacobson

No August meeting.

Council Liaison to Recreation Committee- S. Laud

Upcoming September events: potluck picnic on September 6th, movie night on September 19th, Rocky Hill Day at Rockingham on September 26th.

Council Representative to Board of Health - A. Chini

No meeting.

Zoning Official's Report - J. Nieves

See attached report.

E. Zoning Report

SPECIAL BUSINESS

A. ORDINANCE-2026-06 An Ordinance Amending Ordinance 2024-17 Titled "An Ordinance Fixing the Salaries of the Employees of the Borough of Rocky Hill"

RESULT:	**INTRODUCED [UNANIMOUS]**
MOVER:	Richard Novak, Council President
SECONDER:	Jonathan Lee, Council Member
AYES:	Lee, Novak, Jacobson, Laud, Chini
ABSENT:	Silvestre

UNFINISHED BUSINESS

NEW BUSINESS

A. RESOLUTION-2026-70 Resolution Requesting Coordination and Mitigation by the New Jersey Department of Transportation and Somerset County Regarding the Griggstown Causeway Projects and the Anticipated Traffic, Safety, Infrastructure, and Environmental Impacts Upon the Borough of Rocky Hill

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Richard Novak, Council President
SECONDER:	Andrew Jacobson, Council Member
AYES:	Lee, Novak, Jacobson, Laud, Chini
ABSENT:	Silvestre

COMMUNICATIONS

PUBLIC COMMENT

Bill Hallman, 26 Montgomery Avenue, suggested that the Borough newsletter include Community Group information, commented on flooding between 28-30 Montgomery Avenue, and questioned the title of Ordinance 2026-70.

The Clerk responded to the comments regarding the Borough newsletter to explain that information from outside organizations cannot be included.

ADJOURNMENT

Meeting adjourned at 8:51 PM.

Martucci Engineering, LLC

TO: Mayor and Council
Borough of Rocky Hill

FROM: Robert Martucci, P.E.
Borough Engineer

DATE: **September 3, 2026**

SUBJECT: **August 2026 ENGINEER'S REPORT**

Meetings Attended:	
Monthly	
Streets and Roads:	
Pedestrian Safety Project	• Plans and Specifications Bid Authorization • Open Bids September 25, 2026 • Plan to supply and install speed signage and ped beacons • Received $115,352.00 from NJDOT • Estimate $230,000 funding ordinance, included Washington and Montgomery.
Princeton Ave. Section 1	• Punch list completed • Project closeout
Crescent Ave.	• Project Closeout • Change order
Stormwater Permit	• DEP Compliance Inspection November 30, 2023 • Yearly Stormwater Report Completed • SPPP approved. 50,000.00 grant to be provided • Cleaning of drainage easement on Lemore – Emergency Work Done will schedule cleaning of debris and trimming. • Map items and permit items from DEP. • Watershed mitigation plan – consultant.
Princeton Ave. Sidewalk Improvements	• Received grant from NJDOT for $474,248 • ROW Survey Completed • Working on plans
Municipal Water System	
PFOS	• Operational system – non detect • Normal operation
Wells	• Backup Well Permit Application sent into DEP

49 East Main Street Flemington, New Jersey 08822
908-483-5415
rmartucci@martuccienglc.com

	• Bids to be Received on 9/10/26 • Advertise 8/10
Misc.	• Meter Project – AMI complete • Running tests for system • Meter installs 10 for testing then entire project

Municipal Sewer System	
Sewer Plant Upgrades	• Went Over Monthly Debt Cost with Montgomery Twp. • Payment Expected Mid-Year 2026 • Mtg. with Montgomery Township
Borough Annual Contracts	
Working on Annual Contracts: • Leaf Pickup – to be bid • Branch Pick Up – Patrick's Landscaping • Lawn Service – Hernan's Landscaping • Snow Removal – to be bid	
Miscellaneous	
Van Horne Park	• Design Complete • DEP Wetland permit application under review by State • Tree removal plan provided and approved by Green Acres
Municipal Building	• Flooring for Borough Hall
Streets and Roads	• Weight limit signage. • Speed Limit 25mph on 518 – No Markings permitted per County • Weight limit sign located on Montgomery Ave. on route 206 • NJDOT Local Aid completed • Chevrons for Princeton Ave. Speed Bumps – County • 78 Princeton Tree issue – letter to property owner sent • Fire station signal • Drainage on Montgomery Ave.

Bench/Bollard Replacement Washington Ave.	• Ongoing
Congressionally Directed Spending	• Received $1,092.000.00 from Direct Spending. SCADA and Toth Lane Water • Working with EPA on agreement and funding items.

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MUNICIPAL CLERK'S REPORT

Administrative and Statutory Responsibilities

- Responded to OPRA requests.
- Posted and processed all tax payments.
- Began the tax sale preparation.
- Researched and compiled ordinances placed on this evening's agenda. These ordinances became necessary in response to questions regarding compensation that had apparently been promised to an employee by elected officials. The compensation had not been formally discussed or approved by the Governing Body, nor was there an established mechanism authorizing payment or any communication with the Clerks office.
- Significant research was required to determine the appropriate procedure for addressing this matter. Proper municipal procedures must be followed when establishing compensation and authorizing expenditures. Individual members of the Governing Body do not have the authority to independently commit municipal funds or authorize expenditures outside the authority granted to them by law and Borough procedures.
- Learned the new meeting and agenda software for implementation to begin. This took substantial time.

Meter Replacement Project

I have continued to devote substantial time to coordinating the Borough's upcoming meter replacement project.

- Worked with Christine to gather information necessary for the project.
- Participated in meetings with Stothoff, the meter replacement contractor; Sensys; Edmunds; Core & Main representatives; the Borough Engineer; the Mayor; and Al Chini to discuss project details and prepare for implementation.
- Prepared an additional four-page, detailed newsletter to assist homeowners in preparing for the meter replacement. The newsletter was copied, stuffed, and mailed to residents.
- Created a list containing property owners, addresses, existing meter information, and contact numbers for the installation of the initial 10 test meters and provided the information to Stothoff.

- Created a detailed spreadsheet containing information for all meter accounts and provided it to Stothoff so that PIN numbers can be assigned and resident notification letters can be prepared.
- Met with Edmunds to address discrepancies between the most recent meter readings and the readings manually recorded in the meter books.

Once the current billing is completed, Christine or I will need to correct the meter readings in Edmunds. The spreadsheet will then need to be recreated and provided to Stothoff so the contractor can continue preparing for the project.

The administrative workload associated with this project will be significant. Christine and I will be responsible for a substantial amount of coordination, data management, resident communication, billing adjustments, and follow-up throughout the project. The Water Superintendent will be compensated on a per-call basis during the project; consideration should similarly be given to compensating the administrative staff for the substantial additional work being required.

A separate memorandum has been prepared regarding the importance of establishing **one project lead and one central point of contact** for this project. I strongly encourage the Governing Body to review this memorandum. A clear chain of communication and responsibility is necessary to keep the project on schedule, control costs, and avoid conflicting direction.

Communication and Administrative Procedures

I have raised concerns regarding communication with Borough staff repeatedly in previous Clerk's Reports. Unfortunately, I continue to see situations where decisions or actions affecting Borough operations are undertaken without first communicating with the appropriate staff.

The Clerk's Office should be included before administrative action is taken that requires municipal processing, documentation, expenditures, insurance, contracts, payments, or other official action.

This is not about restricting the Governing Body's ability to make decisions. Rather, it is about ensuring that decisions are properly implemented through the appropriate municipal channels and that staff have the opportunity to identify procedural, legal, financial, or administrative requirements before commitments are made.

Example: Private Property Tree Removal

Last month, the Borough was close to committing approximately $8,000 for the removal of a tree located on private property. The matter was being pursued directly through the Engineer as directed by Council in an effort to resolve the issue.

Once I became aware of the situation, I was able to identify the applicable Borough procedure and explain the appropriate process. The matter is now being addressed properly, avoiding an unnecessary expenditure of taxpayer funds.

This situation demonstrates why staff should be consulted before commitments are made or administrative action is taken.

Library Property and Communication Concerns

The recent Library property closing provides another example of the consequences of inadequate communication with Borough staff.

Prior to the closing, Christine was asked to prepare and process a check for the title company. She came in outside of normal working hours to accommodate the request. The check was mailed but was not received because the title company had provided an incorrect mailing address.

Christine was then required to prepare a replacement check on short notice, locate FedEx supplies—which are not routinely maintained by the Borough—and deliver the check to a FedEx drop-off location.

On the Wednesday prior to the closing, I received a call at approximately 3:06 p.m. requesting assistance with signing a DocuSign related to the transaction. During that conversation, I asked whether the building was insured. I learned that the building had not been insured.

Because Borough staff had not been adequately informed or informed at all regarding the closing, the appropriate insurance arrangements had not been made. I immediately attempted to address the issue once I became aware of the closing; however, the insurance carrier required substantial information regarding the property before coverage could be established, and that information had not been provided to the Clerk's Office.

Then, on Friday afternoon before the Labor Day weekend, additional communications began regarding an urgent need for another $275 check. I attempted to find a way to accommodate the request, including offering to place the expense on my personal credit card, but the vendor was unable to process credit cards.

Requests of this nature late on a Friday afternoon immediately before a holiday weekend are particularly difficult for part-time staff who are not scheduled to be working at that time.

Christine and I have consistently gone above and beyond our regular hours—including evenings and weekends—to address urgent Borough needs. While we are willing to be team players and assist when necessary, this level of availability has become an assumed expectation, particularly when we are not provided sufficient notice or communication to plan for these responsibilities.

I have also previously raised the issue of compensation for substantial additional work performed outside of normal duties and working hours. Those concerns have largely gone unacknowledged.

Future Responsibilities Associated with the Library Property

I have repeatedly raised concerns regarding the potential for the Borough to assume ownership and responsibility for an additional building and the corresponding administrative workload.

Those concerns are now becoming a reality.

Before the Borough assumes ongoing responsibility for the property, there needs to be a clear understanding of:

- What responsibilities will be assumed by the Borough versus the Library Foundation;
- Who will be responsible for ongoing maintenance;
- Who will coordinate repairs and contractors;
- What contracts will be necessary;
- Whether additional insurance will be required;
- How utility and operating costs will be handled;
- Who will be responsible for inspections and compliance; and
- How the additional administrative workload will be managed.

The Borough cannot simply add significant responsibilities to existing staff and existing contractor agreements without first determining the appropriate scope of work, obtaining necessary quotes, and following established municipal procedures.

The Municipal Clerk is a statutory municipal officer and is responsible for ensuring that many of the Borough's official administrative processes are properly carried out. The Clerk's Office should therefore be included early in matters that will ultimately require municipal action, documentation, contracts, payments, insurance, or other administrative processing.

Other Borough Matters

- Continued working on the basement issue and complaints received from the school.
- Purchased a dehumidifier for installation in the building.
- Purchased necessary supplies for the Borough building.
- A Playground committee needs to be formed. This committee should be charged with organizing community wants and needs for apparatus, possibly incorporate some movement stations for adults, work with a manufacturer to design the

playground so we are ready to go when it comes to grant submissions. Also this group would be beneficial with fund raising efforts.

Municipal Clerk Professional Responsibilities and Workplace Environment

I recently received an invitation to a retreat for Municipal Clerks. While I am not requesting to attend the retreat, the language in the invitation particularly resonated with me. It discussed the challenges municipal professionals can face when navigating difficult meetings, competing interests, pressure, and the responsibility of remaining professional and composed in contentious environments.

That message is particularly relevant to the current working environment.

Council members should recognize that Borough staff are frequently the individuals who interact directly with the public and, as a result, are often the recipients of frustration that originates from decisions, policies, or circumstances outside of their control.

Emails and public comments can sometimes become unnecessarily harsh or personal. Staff members are human beings and deserve to be treated with professionalism and respect, even when members of the public are frustrated or disagree with a municipal decision.

The day-to-day operation of the Borough places a significant amount of responsibility on a very small administrative staff. The Borough's administrative employees are responsible for complying with numerous State requirements, maintaining multiple reporting systems and websites, processing records and documents, responding to the public, supporting the Governing Body, and ensuring that municipal operations continue on a daily basis.

At the same time, additional responsibilities continue to be assigned to staff without a corresponding evaluation of workload, staffing levels, or compensation.

There also needs to be a clear understanding of the respective roles of elected officials and municipal employees.

Elected officials have an important responsibility to establish policy, set priorities, make decisions on behalf of the municipality, and provide oversight. Municipal employees, particularly statutory officers and professionals, should then be permitted to carry out their legally defined responsibilities and administer those policies without unnecessary political interference or day-to-day micromanagement.

Allowing qualified municipal employees to perform the duties for which they were appointed and trained promotes **accountability, consistency, efficiency, and good government**.

As a Registered Municipal Clerk, my responsibilities are established by State law and municipal ordinance. The Clerk serves as the municipality's official records and administrative officer and is responsible for a broad range of statutory functions, including

records management, OPRA administration, governing-body records and minutes, elections, licenses, notices, and other legally mandated responsibilities.

The role of the Municipal Clerk is fundamentally **administrative, legal, and nonpartisan**. The Clerk does not establish political policy; rather, the Clerk works to ensure that the policies and decisions of the Governing Body are properly and lawfully administered.

Support and Recognition of Borough Staff

I believe the Borough should give greater consideration to the workload and working conditions of its employees.

Staff are managing an increasing number of responsibilities, significant regulatory requirements, multiple State reporting systems and websites, public inquiries, and the ongoing demands of municipal operations. This workload should be considered when new programs, buildings, departments, or responsibilities are proposed.

In other municipalities where I have worked, employees have been recognized throughout the year, acknowledged during governing-body meetings, supported when dealing with difficult public interactions, and celebrated through employee events and other forms of recognition.

I am committed to being a team player and to doing everything I can to support the Borough and its residents. However, I should not continually be placed in the position of having to correct problems after the fact or appear to be the person saying “no” because appropriate procedures were not followed in the first place.

The goal is not to prevent the Governing Body from acting. The goal is to ensure that decisions are communicated to the appropriate staff and implemented through the proper municipal channels.

Better communication, clearly defined responsibilities, respect for the roles of municipal employees, and appropriate support for Borough staff will ultimately benefit the Governing Body, the employees, and most importantly, the residents of the Borough of Rocky Hill.

Rocky Hill Borough Council: Finance Committee 9/8/2026

Chair: Richard Novak rnovak@rockyhill-nj.gov ***Deputy:*** Andrew Jacobson ajacobson@rockyhill-nj.gov.

Highlights:

- The Finance Committee met on September 8. Budget is on target and in order. Some relatively minor expenditures have been incurred but can be absorbed.
- Our best budget option continues to be pursuing grants wherever and whenever possible to take some pressure off of our very limited budget.

Grants Report 9/8/26

We met with Carson Monks from Bruno Associates via video conference. The grants report is in the current agenda. In addition to what is in the report, we asked Carson to research possible grants related to:

The Library: physical assets, programming, Rocky Hill historical room, outreach initiatives

Playground equipment – new equipment to replace sets currently in place

Borough Hall renovations, historical and other

RRFBs (pedestrian crossing flashing beacons) additional funding to close the possible funding gap identified by our engineer

Pedestrian safety initiatives

Municipal records and digitization

Business development study for downtown area

Arts Center concept and support

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At the same time, additional responsibilities continue to be assigned to staff without a corresponding evaluation of workload, staffing levels, or compensation.

There also needs to be a clear understanding of the respective roles of elected officials and municipal employees.

Elected officials have an important responsibility to establish policy, set priorities, make decisions on behalf of the municipality, and provide oversight. Municipal employees, particularly statutory officers and professionals, should then be permitted to carry out their legally defined responsibilities and administer those policies without unnecessary political interference or day-to-day micromanagement.

Allowing qualified municipal employees to perform the duties for which they were appointed and trained promotes **accountability, consistency, efficiency, and good government**.

As a Registered Municipal Clerk, my responsibilities are established by State law and municipal ordinance. The Clerk serves as the municipality's official records and administrative officer and is responsible for a broad range of statutory functions, including

records management, OPRA administration, governing-body records and minutes, elections, licenses, notices, and other legally mandated responsibilities.

The role of the Municipal Clerk is fundamentally **administrative, legal, and nonpartisan**. The Clerk does not establish political policy; rather, the Clerk works to ensure that the policies and decisions of the Governing Body are properly and lawfully administered.

Support and Recognition of Borough Staff

I believe the Borough should give greater consideration to the workload and working conditions of its employees.

Staff are managing an increasing number of responsibilities, significant regulatory requirements, multiple State reporting systems and websites, public inquiries, and the ongoing demands of municipal operations. This workload should be considered when new programs, buildings, departments, or responsibilities are proposed.

In other municipalities where I have worked, employees have been recognized throughout the year, acknowledged during governing-body meetings, supported when dealing with difficult public interactions, and celebrated through employee events and other forms of recognition.

I am committed to being a team player and to doing everything I can to support the Borough and its residents. However, I should not continually be placed in the position of having to correct problems after the fact or appear to be the person saying “no” because appropriate procedures were not followed in the first place.

The goal is not to prevent the Governing Body from acting. The goal is to ensure that decisions are communicated to the appropriate staff and implemented through the proper municipal channels.

Better communication, clearly defined responsibilities, respect for the roles of municipal employees, and appropriate support for Borough staff will ultimately benefit the Governing Body, the employees, and most importantly, the residents of the Borough of Rocky Hill.

Rocky Hill Borough
Purchase Order Listing By Vendor Name

Ranges	Item Status	Purchase Types	Misc
Range: *First to Last*	***Open:*** *N*	***Bid:*** *Y*	***P.O. Type:*** *All*
Rcvd Batch Id Range: *First to Last*	***Void:*** *N*	***State:*** *Y*	***Include Project Line Items:*** *Yes*
Encumbrance Date Range: *First to 12/31/26*	***Paid:*** *N*	***Other:*** *Y*	***Format:*** *Condensed*
	Held: *N*	***Exempt:*** *Y*	***Include Non-Budgeted:*** *Y*
	Aprv: *Y*		***Vendors:*** *All*
	Rcvd: *N*		

Vendor # / P.O. #	PO Date	*Name* / Description	Status	Amount	Void Amount	Contract	PO Type
ADSSI005		ADS SITE CONTRACTORS					
26-00179	09/04/26	Flood Clean Up	Open	$2,380.00	$0.00		
ARCHE005		ARCHER					
26-00177	09/02/26	Bond Counsel	Open	$2,317.40	$0.00		
BRUNO005		BRUNO ASSOCIATES, INC					
26-00010	01/14/26	Consulting Services	Open	$2,550.00	$0.00		
COREM005		CORE & MAIN					
25-00337	09/30/25	METER REPLACEMENT PROJECT	Open	$60.00	$0.00		
FIRST005		FIRST AID SQUAD					
26-00112	05/06/26	Municipal Contribution	Open	$7,750.00	$0.00		
KENCO005		KENCOR INC					
26-00020	01/14/26	Elevator Maintenance	Open	$140.37	$0.00		
LANDS010		LAND SERVICES USA					
26-00154	08/12/26	Title Search	Open	$275.00	$0.00		
LANGU005		Language Line Services, Inc.					
26-00173	08/19/26	Court Interpreting Services	Open	$78.20	$0.00		
MAILB005		MAILBOX BUSINESS CENTER					
26-00138	07/03/26	Signs & Banner	Open	$1,018.82	$0.00		
MARMI005		Marmic Associates					
26-00017	01/14/26	Technology Consultant	Open	$260.50	$0.00		
MARTU005		MARTUCCI ENGINEERING, LLC					
26-00029	01/14/26	Engineering Services	Open	$7,375.00	$0.00		
MGLPR005		MGL PRINTING SOLUTIONS					
26-00092	04/03/26	Name Plate	Open	$10.00	$0.00		
MIRAC005		MIRACLE CHEMICAL CO					
26-00009	01/14/26	Chemicals	Open	$97.00	$0.00		
MONTG005		MONTGOMERY TWP					
26-00152	08/09/26	Public Health Services	Open	$642.00	$0.00		
NEWJE015		NEW JERSEY AMERICAN WATER					
26-00028	01/14/26		Open	$84.28	$0.00		
NJADV005		NJ ADVANCE MEDIA					
26-00155	08/12/26	Legal Advertising	Open	$240.62	$0.00		

Vendor # / P.O. #	PO Date	*Name* / Description	Status	Amount	Void Amount	Contract	PO Type
NJADV005		NJ ADVANCE MEDIA	*Account Continued*				
OFFIC015		OFFICE CONCEPTS GROUP					
26-00171	08/19/26	Office Supplies	Open	$110.92	$0.00		
ONECA005		ONE CALL CONCEPTS INC					
26-00025	01/14/26	Mark Outs	Open	$13.30	$0.00		
PSEG0005		PSE&G					
26-00089	04/01/26	Street Lights	Open	$878.16	$0.00		
REBEC005		REBECCA NEWMAN					
26-00026	01/14/26	Office Supplies	Open	$392.28	$0.00		
REPUB005		REPUBLIC SERVICES #865					
26-00036	01/21/26	Garbage Collection	Open	$6,743.00	$0.00		
ROCKY010		ROCKY HILL FIRE COMPANY					
26-00075	03/04/26	Fire Department Aid	Open	$8,750.00	$0.00		
26-00178	09/04/26	Reimbursement for Repair	Open	$2,877.70	$0.00		
			Vendor Total:	**$11,627.70**			
ROTHS005		Rothstein Mandell Strohm Halm					
26-00079	03/11/26	Labor Attorney	Open	$368.00	$0.00		
RUTGE005		RUTGERS UNIVERSITY					
26-00174	08/27/26		Open	$1,300.00	$0.00		
SAVOS005		SAVO SCHALK					
26-00044	01/23/26	Legal Services	Open	$1,678.00	$0.00		
TOSHI005		TOSHIBA					
26-00002	01/12/26	Copier Lease	Open	$157.90	$0.00		
USPOS005		U. S. POSTAL SERVICE					
26-00180	09/04/26	Stamped Envelopes	Open	$2,005.85	$0.00		
VANCL005		VAN CLEEF					
26-00175	09/02/26	PB Maccarone	Open	$935.25	$0.00		
VERIZ005		VERIZON					
26-00176	09/02/26	Water Dept WiFi	Open	$77.54	$0.00		
VISUA005		VISUAL COMPUTER SOLUTIONS					
26-00061	02/04/26	Police Service	Open	$5,681.12	$0.00		
WESTE005		WESTERN PEST SERVICES					
26-00082	03/11/26		Open	$82.50	$0.00		

Total Purchase Orders: 32 Total P.O. Line Items: 0 Total List Amount: $57,330.71 Total Void Amount: $0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Project Total	Total
	5-01	$125.00	$0.00	$0.00	$0.00	$125.00
	6-01	$47,358.84	$0.00	$0.00	$0.00	$47,358.84
	6-07	$5,519.62	$0.00	$0.00	$0.00	$5,519.62
	6-17	$0.00	$0.00	$0.00	$935.25	$935.25
	Year Total:	$52,878.46	$0.00	$0.00	$935.25	$53,813.71
	D-12	$642.00	$0.00	$0.00	$0.00	$642.00
	G-02	$2,750.00	$0.00	$0.00	$0.00	$2,750.00
Total Of All Funds:		$56,395.46	$0.00	$0.00	$935.25	$57,330.71

Project Description	Project No.	Project Total
131-133 Washington Street	**E-131WASH**	**$935.25**
Total Of All Projects:		**$935.25**

Rocky Hill Borough
Purchase Order Listing By P.O. Number

Ranges	Item Status	Purchase Types	Misc
Range: *First to Last*	***Open:*** *N*	***Bid:*** *Y*	***P.O. Type:*** *All*
Rcvd Batch Id Range: *First to Last*	***Void:*** *N*	***State:*** *Y*	***Include Project Line Items:*** *Yes*
Encumbrance Date Range: *First to 12/31/26*	***Paid:*** *N*	***Other:*** *Y*	***Format:*** *Condensed*
	Held: *N*	***Exempt:*** *Y*	***Include Non-Budgeted:*** *Y*
	Aprv: *Y*		***Vendors:*** *All*
	Rcvd: *N*		

Po #	Po Date	Vendor		Po Description	Status	Amount	Void Amount	Po Type
26-00009	01/14/26	MIRAC005	MIRACLE CHEMICAL CO	Chemicals	Open	$97.00	$0.00	
26-00010	01/14/26	BRUNO005	BRUNO ASSOCIATES, INC	Consulting Services	Open	$2,550.00	$0.00	
26-00017	01/14/26	MARMI005	Marmic Associates	Technology Consultant	Open	$260.50	$0.00	
26-00020	01/14/26	KENCO005	KENCOR INC	Elevator Maintenance	Open	$140.37	$0.00	
26-00025	01/14/26	ONECA005	ONE CALL CONCEPTS INC	Mark Outs	Open	$13.30	$0.00	
26-00026	01/14/26	REBEC005	REBECCA NEWMAN	Office Supplies	Open	$10.09	$0.00	
26-00036	01/21/26	REPUB005	REPUBLIC SERVICES #865	Garbage Collection	Open	$6,743.00	$0.00	
26-00044	01/23/26	SAVOS005	SAVO SCHALK	Legal Services	Open	$1,678.00	$0.00	
26-00061	02/04/26	VISUA005	VISUAL COMPUTER SOLUTIONS	Police Service	Open	$5,681.12	$0.00	
26-00082	03/11/26	WESTE005	WESTERN PEST SERVICES		Open	$82.50	$0.00	
26-00092	04/03/26	MGLPR005	MGL PRINTING SOLUTIONS	Name Plate	Open	$10.00	$0.00	
26-00138	07/03/26	MAILB005	MAILBOX BUSINESS CENTER	Signs & Banner	Open	$613.22	$0.00	
26-00152	08/09/26	MONTG005	MONTGOMERY TWP	Public Health Services	Open	$642.00	$0.00	
26-00171	08/19/26	OFFIC015	OFFICE CONCEPTS GROUP	Office Supplies	Open	$110.92	$0.00	
26-00174	08/27/26	RUTGE005	RUTGERS UNIVERSITY		Open	$1,300.00	$0.00	
26-00175	09/02/26	VANCL005	VAN CLEEF	PB Maccarone	Open	$935.25	$0.00	
26-00176	09/02/26	VERIZ005	VERIZON	Water Dept WiFi	Open	$77.54	$0.00	

Total Purchase Orders: 17 Total P.O. Line Items: 0 Total List Amount: $20,944.81 Total Void Amount: $0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Project Total	Total
	6-01	$19,179.72	$0.00	$0.00	$0.00	$19,179.72
	6-07	$187.84	$0.00	$0.00	$0.00	$187.84
	6-17	$0.00	$0.00	$0.00	$935.25	$935.25
	Year Total:	$19,367.56	$0.00	$0.00	$935.25	$20,302.81
	D-12	$642.00	$0.00	$0.00	$0.00	$642.00
Total Of All Funds:		$20,009.56	$0.00	$0.00	$935.25	$20,944.81

Project Description	Project No.	Project Total
131-133 Washington Street	**E-131WASH**	**$935.25**
Total Of All Projects:		**$935.25**

Rocky Hill Borough
Purchase Order Listing By P.O. Number

Ranges	Item Status	Purchase Types	Misc
Range: *First to Last*	***Open:*** *N*	***Bid:*** *Y*	***P.O. Type:*** *All*
Rcvd Batch Id Range: *First to Last*	***Void:*** *N*	***State:*** *Y*	***Include Project Line Items:*** *Yes*
Encumbrance Date Range: *First to 12/31/26*	***Paid:*** *N*	***Other:*** *Y*	***Format:*** *Detail without Line Item Notes*
	Held: *N*	***Exempt:*** *Y*	***Include Non-Budgeted:*** *Y*
	Aprv: *Y*		***Vendors:*** *All*
	Rcvd: *N*		

PO #	*PO Date*	*Vendor*		*Contract*	*PO Type*						
Item	*Description*		*Amount*	*Charge Account*	*Acct Type*	*Description*	*Stat/Chk*	*First Enc Date*	*Rcvd Date*	*Chk/Void Date*	*Invoice*
26-00052	01/23/26	COMCA005	COMCAST								
8	Phone & Internet		$572.21	6-01- -283-241	B	Telephone	A	08/19/26	08/19/26		AUGUST 2026
26-00057	01/28/26	PSEG0005	PSE&G								
11	Water Dept Electric		$68.38	6-07- -100-242	B	Electric	A	08/19/26	08/19/26		7388763600
12	Water Dept Electric		$2,452.27	6-07- -100-242	B	Electric	A	08/22/26	08/22/26		6519560006
			$2,520.65								
26-00058	01/28/26	PSEG0005	PSE&G								
13	Crescent Ave Flag Pole		$7.96	6-01- -283-142	B	Electric	A	08/22/26	08/22/26		6924252400
14	Crescent Ave & Rt 518		$7.96	6-01- -283-142	B	Electric	A	08/22/26	08/22/26		6506437103
			$15.92								
26-00072	02/25/26	PSEG0005	PSE&G								
7	Municipal Bldg. Electric		$516.54	6-01- -283-142	B	Electric	A	08/19/26	08/19/26		6516563005
26-00172	08/19/26	TREAS005	TREASURER STATE OF NEW JERSEY								
1	Safe Drinking Water Fee		$120.00	6-07- -100-211	B	Office Supplies	A	08/19/26	08/19/26		260873340

Total Purchase Orders: 5 Total P.O. Line Items: 7 Total List Amount: $3,745.32 Total Void Amount: $0.00

Totals by Year-Fund

Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	6-01	$1,104.67	$0.00	$0.00	$1,104.67
	6-07	$2,640.65	$0.00	$0.00	$2,640.65
Total Of All Funds:		$3,745.32	$0.00	$0.00	$3,745.32

Bruno Associates, Inc.
1373 Broad Street, Suite 203B
Clifton, NJ 07013
Tel: 973-249-6225 Fax: 973-249-6301
www.BrunoAssociatesInc.com

MEMORANDUM

TO: BOROUGH OF ROCKY HILL
DATE: SEPTEMBER 1, 2026
RE: AUGUST 2026 GRANT REPORT
CC: CHRISTOPHER BROWN

This memo will provide an overview of work performed by Bruno Associates, Inc. on behalf of the Borough of Rocky Hill for August 2026. For more information, please contact Carson Monks at (973) 249-6225 x210.

➢ Grant Applications in Progress

Due Date	Funding Program	Purpose	Date Notified
TBD.	New Jersey State Police Emergency Management Agency Assistance	Hiring a part-time Office of Emergency Management Coordinator	6.27.25

➢ Grant Applications – Submitted/Pending $4,002,960

Submitted	Funding Program	Purpose	Requested	Notes
3.13.25	USDOI Office of Wildland Fire Slip-On Tanker Program	Slip-On Tanker Unit for Utility Truck	$12,960	
3.19.26	FY2027 Federal Appropriations	Municipal Water Infrastructure Improvements (Phase 2)	$3,320,000	Submitted to Rep. Watson Coleman, Sen. Booker, and Sen. Kim.
5.7.26	2026 State Farm Good Neighbor Firefighter Safety Grant	Fire Department Equipment	$10,000	
6.18.26	FEMA FY25 Assistance to Firefighters Grant	3 Thermal Imaging Cameras for Fire Department	$30,000	
6.24.26	NJDOT FY27 Municipal Aid	Merritt Lane Improvements	$630,000	

➢ Applications Awarded $2,346,106

Date Submitted	Funding Program	Purpose	Award Amount	Notes
2.7.24	NJDEP Green Acres Stewardship	Van Horne Park Raised Walkway	$240,235	

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2.22.24	NJDCA FY24 Local Recreation Improvement Grant	Borough Hall Park Tennis Court Repair	$70,000	
7.1.24	NJDOT FY25 Municipal Aid	Pedestrian Safety Upgrades (Rectangular Rapid Flashing Beacons and radar feedback signs)	$115,352	Reached out to NJDOT, we seek to add pedestrian warning signs at Rocky Hill Firehouse.
5.23.24	Somerset County Open Space	Van Horne Park Raised Walkway	$240,235	
9.12.24	NJ Age-Friendly Grant	Age Friendly Community Needs Assessment	$30,000	
1.30.25	NJDCA FY25 Local Recreation Improvement Grant	Borough Hall Park Basketball Court Repair, Phase 2	$84,000	
6.17.25	NJDOT FY26 Municipal Aid	Princeton Avenue Sidewalk Installation	$474,284	
3.25.25	FY26 Federal Appropriations: Community Project Funding	Rocky Hill Municipal Water Infrastructure Improvements	$1,092,000	Signed into law on 1.23.26; we anticipate EPA will contact the Borough soon.

- **Applications Denied**

Date Submitted	Funding Program	Purpose	Requested Amount	Notes
2.28.25	2025 AARP Community Challenge Grant	Emergency vehicle warning system at Rocky Hill Firehouse, and a "Welcome to Rocky Hill" sign.	$25,000	
12.10.24	FY24 FEMA Assistance to Firefighters Grant	4 Thermal Imaging Cameras for Rocky Hill Fire Department	$38,965.76	
6.11.25	2025 Somerset County Historic Preservation Grant	Borough Hall Restoration Phase 7: tin ceiling restoration and utility upgrades	$200,000	
10.24.25	NJDEP 2025 DC Fast Chargers Program	Electric Vehicle Chargers at Borough Hall	$600,000	
2.13.26	NJDCA FY26 Local Recreation Improvement Grant	ADA-Accessible Playground at Borough Hall Park	$75,000	
3.3.26	2026 AARP Community Challenge Grant	Emergency Vehicle Warning System and Borough Welcome Signs	$15,000	

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➢ Other Grant Opportunities Sent to Client

Due Date	Funding Program	Amount Available	Date Noticed	Notes/Status
8.31.26	NJDEP Natural Climate Solutions Grant	$250,000 - $5,000,000 with no required match.	9.2.25	
4.15.26	NJDCA FY26 Local Efficiency Achievement Program	$300,000 with 25% match.	12.23.25	
4.16.26	Preserve NJ 2026 Historic Trust Grants	Up to $750,000; 50/50 match required.	1.14.26	
6.22.26	FEMA FY25 Staffing for Adequate Fire and Emergency Response	No maximum request and no match.	5.20.26	Fire Department has an active SAFER grant in progress.
6.22.26	FEMA FY25 Fire Prevention and Safety	Up to $1,500,000 with a 5% match.	5.20.26	
9.16.26	2027 Somerset County Historic Partnership Program	Up to $20,000 with no required match.	8.25.26	
9.16.26	2027 Somerset County Local Arts Program	$20,000 with 50/50 match.	8.25.26	
11.13.26	NJDOT FY27 Safe Routes to School	No maximum request amount and no match.	8.25.26	
9.30.26	NJDCA 2026 Resilient Communities Program	Up to $5,000,000 with no required match.	8.26.26	

➢ Notes/Administrative

-Business and Economic Development
We are researching grant programs that would fund a business development analysis or business development programs for downtown Rocky Hill.

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-SCADA System
We are researching grants that would fund the acquisition and installation of a SCADA monitoring system for Rocky Hill's municipal water supply.

-NJDOT Transportation Alternatives Program
Rocky Hill expressed interest in partnering with Montgomery Township on an application to the NJDOT Transportation Alternatives Program. The proposed project would involve the construction of sidewalks along Princeton Avenue, connecting the Van Horne Park entrance with the existing sidewalks in Montgomery. Montgomery did not respond to our inquiry regarding a partnership, so we chose to apply to another DOT Local Aid program for the sidewalk portion located in Rocky Hill only.

Rocky Hill Borough Council: Administration and Records Committee-

August 2026 Reporting

Chair: Andrew Jacobson ajacobson@rockyhill-nj.gov

Deputy: Richard Novak rnovak@rockyhill-nj.gov

SCLSNJ Open letter from Councilman Sweeney in PeaPack Gladstone regarding book and promotional choices was interesting and may be worth a Council discussion. How will Rocky Hill make decisions about the content promoted in our library?

The Clerk will be introducing 3 new Boro ordinances at the upcoming Council meeting. Council should be considering whether there are additional pain points that the Boro is facing that might be solved by considering new or updated ordinances.

On Tuesday, September 8th, the Admin Committee met to discuss open items, one of which is to take a closer look at what the typical content and formatting looks like in other Boros to help make it easier for Council members to understand the type of content needed for the quarterly newsletter to deliver value to residents.

The Admin Committee met with Carson Monks on September 8th and one take away is that there is an opportunity to apply for an additional grant for Pedestrian safety. Council members should forward any ideas to the Admin Committee.

BUILDINGS AND GROUNDS – September Report-

Mary Jacobs Library

Condition assessment-

Once property access is afforded a visit to assess overall condition will be carried out and reported on by the Committee as a first step.

Grounds work coming up-

- Rotary Peace Pole Install -

Rocky Hill Borough Council: Finance Committee 9/8/2026

Chair: Richard Novak rnovak@rockyhill-nj.gov ***Deputy:*** Andrew Jacobson ajacobson@rockyhill-nj.gov.

Highlights:

- The Finance Committee met on September 8. Budget is on target and in order. Some relatively minor expenditures have been incurred but can be absorbed.
- Our best budget option continues to be pursuing grants wherever and whenever possible to take some pressure off of our very limited budget.

Grants Report 9/8/26

We met with Carson Monks from Bruno Associates via video conference. The grants report is in the current agenda. In addition to what is in the report, we asked Carson to research possible grants related to:

The Library: physical assets, programming, Rocky Hill historical room, outreach initiatives

Playground equipment – new equipment to replace sets currently in place

Borough Hall renovations, historical and other

RRFBs (pedestrian crossing flashing beacons) additional funding to close the possible funding gap identified by our engineer

Pedestrian safety initiatives

Municipal records and digitization

Business development study for downtown area

Arts Center concept and support

Public Safety and Emergency Services September 2026 Report

Chair: Jonathan Lee Deputy: Sharlene Laud

Comments

Performing an audit of the past 2 years of Franklin PD/Jobs 4 Blue invoices.

State Police May/June/July Traffic Statistics

This report details PCAD incident calls within Rocky Hill Boro between 2//01/2026 and 7/31/2026.

Incident #	Date/Time	Incident Type	Location
C040/2026-00554613	5/1/2026 11:26:42AM	ALARM	5 CRESCENT AVE, (GEORGETOWN FRAN
C040/2026-00554772	5/1/2026 12:00:33PM	911 HANG-UP	10 LEMORE CIR, (MERRITT LN), ROCKY I
C040/2026-00565606	5/4/2026 6:08:17AM	ALARM	42 washington st
C040/2026-00565604	5/4/2026 6:08:31AM	ALARM	1 WASHINGTON ST
C040/2026-00565729	5/4/2026 6:48:51AM	MOTOR VEHICLE STOP	WASHINGTON STREET /PRINCETON
C040/2026-00565817	5/4/2026 7:05:59AM	MOTOR VEHICLE STOP	WASHINGTON .CR603
C040/2026-00565877	5/4/2026 7:15:42AM	MOTOR VEHICLE STOP	WASHINGTON/ PRINCETON
C040/2026-00565891	5/4/2026 7:16:52AM	PATROL LOOP	WASHINGTON STREET
C040/2026-00566397	5/4/2026 8:22:02AM	MOTOR VEHICLE STOP	COUNTY HWY 603 / WASHNGTON
C040/2026-00566675	5/4/2026 8:56:48AM	MOTOR VEHICLE STOP	5 CRESENT AVE
C040/2026-00566732	5/4/2026 9:03:40AM	CMNITY POLICE	6 CRESCENT AVE
C040/2026-00566811	5/4/2026 9:14:13AM	MOTOR VEHICLE STOP	@WASHINGTON/ PRINCETO
C040/2026-00566859	5/4/2026 9:22:33AM	MOTOR VEHICLE STOP	@CR-518 WB MP 54
C040/2026-00566906	5/4/2026 9:28:29AM	MOTOR VEHICLE STOP	@CR-518 WB MP 17 ROCKY HILL BORO-S
C040/2026-00567005	5/4/2026 9:42:09AM	MOTOR VEHICLE STOP	WASHINGTON/PRINCETON
C040/2026-00567206	5/4/2026 10:06:55AM	MOTOR VEHICLE STOP	MONTGOMERY/ WASHINGTON
C040/2026-00567262	5/4/2026 10:15:58AM	PATROL LOOP	SH 12
C040/2026-00575723	5/5/2026 11:13:15PM	ANML CMPLNT	64 WASHINGTON ST
C040/2026-00575845	5/6/2026 12:07:06AM	MV-ACCIDENT	29 WASHINGTON ST
C040/2026-00578571	5/6/2026 1:35:38PM	HARASSMENT	5 CRESCENT AVE, (GEORGETOWN FRAN
C040/2026-00588138	5/8/2026 5:46:30PM	BWC PRE-OP CHECK	Substation
C040/2026-00588256	5/8/2026 6:23:33PM	PROPERTY CHECK	TRINITY CHURCH
C040/2026-00588378	5/8/2026 7:01:50PM	PATROL LOOP	CR 518
C040/2026-00627426	5/17/2026 4:04:21PM	GAS LEAK	2 LEMORE CIR, (MERRITT LN), ROCKY H
T470/2026-00628856	5/18/2026 5:05:22AM	PATROL LOOP	518
T470/2026-00629020	5/18/2026 5:59:10AM	MOTOR VEHICLE STOP	518/ YOUNG DR
T470/2026-00629338	5/18/2026 7:13:12AM	MOTOR VEHICLE STOP	WASHINGTON/ CANAL
T470/2026-00629752	5/18/2026 8:21:36AM	MOTOR VEHICLE STOP	CRESCENT AVE/PRINCETON AVE, ROCK
T470/2026-00629832	5/18/2026 8:32:56AM	MOTOR VEHICLE STOP	CRESCENT AVE/WASHINGTON ST, Rocky
T470/2026-00629976	5/18/2026 8:53:52AM	MOTOR VEHICLE STOP	WASHINGON ST W/ CRECENT

Public Safety and Emergency Services September 2026 Report

Chair: Jonathan Lee Deputy: Sharlene Laud

T470/2026-00630084	5/18/2026	9:08:38AM	MOTOR VEHICLE STOP	WASHINGTON ST E/PRINCETON
T470/2026-00630385	5/18/2026	9:51:38AM	MOTOR VEHICLE STOP	WASHINGTON ST/ MERIT LN
T470/2026-00630439	5/18/2026	9:59:24AM	MOTOR VEHICLE STOP	WASHINGTON DR/PRINCETON RD
T470/2026-00630534	5/18/2026	10:15:30AM	MOTOR VEHICLE STOP	WASINGTON ST WB/ MP 17
C040/2026-00634389	5/19/2026	6:50:42AM	BWC PRE-OP CHECK	ROCKY HILL SUBSTATION
C040/2026-00634424	5/19/2026	6:56:39AM	PROPERTY CHECK	Trinity Church
	5/19/2026	10:28:13AM	PROPERTY DAMAGE	CR 518 X CRESCENT AVE
C040/2026-00642183	5/20/2026	5:16:56PM	ALARM	7 YOUNG DR, (KNOLL / GEORGETOWN F
C040/2026-00650780	5/22/2026	8:02:21PM	SUSPICIOUS PERS	50 CRESCENT AVE, (REEVE RD / PRINCE
C040/2026-00650923	5/22/2026	8:46:20PM	PATROL LOOP	RIVER RD/CRESCENT AVE
C040/2026-00652405	5/23/2026	7:16:22AM	WELL BEING CHK	194 WASHINGTON STREET
C040/2026-00652596	5/23/2026	8:09:20AM	MOTOR VEHICLE STOP	washington st/montgomery ave
C040/2026-00652639	5/23/2026	8:19:44AM	MOTOR VEHICLE STOP	WASHINGTON ST/CRESCENT AVE, ROCK
C040/2026-00652666	5/23/2026	8:27:10AM	MOTOR VEHICLE STOP	WASHINGTON ST /CREASANT
C040/2026-00652697	5/23/2026	8:38:17AM	MOTOR VEHICLE STOP	WASHINGTON ST /CRESANT
C040/2026-00652730	5/23/2026	8:45:35AM	MOTOR VEHICLE STOP	WASHINGTON ST / MONTEGOMERY
C040/2026-00652762	5/23/2026	8:54:15AM	MOTOR VEHICLE STOP	WASHINGTON ST/CRESCENT AVE, Rocky
C040/2026-00652797	5/23/2026	9:03:25AM	MOTOR VEHICLE STOP	WASHINGTON ST / MONTEGOMERY
C040/2026-00652839	5/23/2026	9:14:02AM	MOTOR VEHICLE STOP	washington/montgomery

Incident #	Date/Time		Incident Type	Location
C040/2026-00652876	5/23/2026	9:25:19AM	MOTOR VEHICLE STOP	WASHINGTON /CRESANT
C040/2026-00652902	5/23/2026	9:32:20AM	MOTOR VEHICLE STOP	WASHINGTON /HUNTER AVE
C040/2026-00652978	5/23/2026	9:56:51AM	MOTOR VEHICLE STOP	WASHINGTON ST / PRINCETON AVE
C040/2026-00658243	5/25/2026	6:35:20AM	SHIFT PRE-OP	D AND R CANAL
C040/2026-00658248	5/25/2026	6:37:27AM	PATROL LOOP	ROCKY HILL
C040/2026-00661999	5/26/2026	6:58:07AM	PATROL LOOP	ROCKY HILL
M300/2026-00667116	5/27/2026	9:33:04AM	FIRE-GENERAL	61 PRINCETON AVE, (HICKORY CT / GRO
C040/2026-00670258	5/28/2026	5:55:15AM	BWC PRE-OP CHECK	Substation
C040/2026-00670432	5/28/2026	6:40:43AM	CMNITY POLICE	Buy The Cup
C040/2026-00670744	5/28/2026	7:37:05AM	PROPERTY CHECK	Trinity Church
C040/2026-00672993	5/28/2026	4:10:59PM	911 HANG-UP	YOUNG DR/ NULL WAY
C040/2026-00676321	5/29/2026	10:43:51AM	MOTOR VEHICLE STOP	178 Washington St
C040/2026-00676738	5/29/2026	12:16:47PM	PATROL LOOP	ROCKY HILL
C040/2026-00681148	5/30/2026	2:18:04PM	MV-ACCIDENT	WASHINGTON ST/ REEVE RD
C040/2026-00688127	6/1/2026	11:06:00AM	ANML CMPLNT	PRINCETON AVE/GROVE ST, ROCKY HIL
C040/2026-00688349	6/1/2026	11:55:08AM	PATROL LOOP	WASHINGTON ST
C040/2026-00688949	6/1/2026	1:04:32PM	ATTMPT TO LOC	VAN HORNE PARK
C040/2026-00693321	6/2/2026	12:05:12PM	MV-ACCIDENT	PRINCETON AVE/CRESCENT AVE, Rocky
C040/2026-00714996	6/6/2026	5:11:38PM	911 HANG-UP	44 CRESCENT AVE, (REEVE RD / PRINCE

Public Safety and Emergency Services September 2026 Report

Chair: Jonathan Lee Deputy: Sharlene Laud

C040/2026-00729150	6/9/2026 5:37:59PM	MV-ACCIDENT	WASHINGTON ST / REEVE RD
C040/2026-00735203	6/10/2026 9:54:54PM	ALARM	42 WASHINGTON ST
C040/2026-00737840	6/11/2026 11:02:31AM	MEDICAL ASSIST	57 WASHINGTON ST
T466/2026-00739392	6/11/2026 6:49:30PM	BWC PRE-OP CHECK	Substation
T466/2026-00739400	6/11/2026 6:51:09PM	PROPERTY CHECK	Trinity Church
C040/2026-00749859	6/13/2026 11:20:24PM	ERRATIC OP COMP	MONTGOMERY TO WASHINGTON ST
C040/2026-00757116	6/15/2026 2:04:36PM	MOTOR VEHICLE STOP	WASHINGTON/REEVE RD
C040/2026-00757180	6/15/2026 2:19:35PM	MOTOR VEHICLE STOP	CRESCENT AVE/REEVE RD, Rocky Hill
C040/2026-00757203	6/15/2026 2:26:17PM	MOTOR VEHICLE STOP	WASHINGTON ST/ MONTGOMERY AVE
C040/2026-00757253	6/15/2026 2:40:54PM	MOTOR VEHICLE STOP	WASHINGTON/YOUNG
C040/2026-00757280	6/15/2026 2:48:36PM	MOTOR VEHICLE STOP	WASHINGTON ST/CRESCENT AVE, Rocky
C040/2026-00757757	6/15/2026 5:27:05PM	MEDICAL ASSIST	Iron Core Bootcamp 200 Washington Street, R
C040/2026-00759841	6/16/2026 7:20:38AM	PATROL LOOP	ROCKY HILL BORO
C040/2026-00759992	6/16/2026 7:50:09AM	MOTOR VEHICLE STOP	CRESCENT AVE/REEVE RD, Rocky Hill
C040/2026-00760072	6/16/2026 8:01:31AM	MOTOR VEHICLE STOP	PRINCETON AVE / HICKORY CT
C040/2026-00760209	6/16/2026 8:23:52AM	MOTOR VEHICLE STOP	CRESCENT AVE / REEVE
C040/2026-00760493	6/16/2026 9:08:49AM	MOTOR VEHICLE STOP	PRINCETON AVE/GROVE ST, ROCKY HIL
C040/2026-00760550	6/16/2026 9:20:01AM	PROPERTY CHECK	VAN HORNE PARK
C040/2026-00760953	6/16/2026 10:22:52AM	MOTOR VEHICLE STOP	WASHINGTON / CRESCENT
C040/2026-00761024	6/16/2026 10:33:48AM	MOTOR VEHICLE STOP	WASHINGTON ST / CRESCENT
C040/2026-00761112	6/16/2026 10:44:47AM	MOTOR VEHICLE STOP	WASHINGTON IFO BOX 9
C040/2026-00761191	6/16/2026 10:58:32AM	MOTOR VEHICLE STOP	WAWA PLOT OFF 206
C040/2026-00766440	6/17/2026 10:54:49AM	ASSAULT	93 PRINCETON AVE, ROCKY HILL
T466/2026-00769958	6/18/2026 7:07:26AM	BWC PRE-OP CHECK	Substation
T466/2026-00769973	6/18/2026 7:09:12AM	CMNITY POLICE	Buy The Cup
C040/2026-00770048	6/18/2026 7:20:03AM	CNTD INVEST	93 PRINCETON AVE
C040/2026-00770164	6/18/2026 7:38:35AM	CNTD INVEST	93 PRINCETON AVE
C040/2026-00770577	6/18/2026 8:38:38AM	PATROL LOOP	WASHINGTON ST
C040/2026-00770620	6/18/2026 8:45:38AM	MOTOR VEHICLE STOP	PRINCETON AVE/CRESCENT AVE, Rocky I
C040/2026-00770693	6/18/2026 8:58:05AM	ASSIST NON-NJSP	CRESCENT AVE/RIVER RD
C040/2026-00771327	6/18/2026 11:03:10AM	MEDICAL ASSIST	29 MONTGOMERY AVE, (MERRITT LN / T
C040/2026-00780847	6/20/2026 10:00:27AM	PATROL LOOP	ROCKY HILL
C040/2026-00780900	6/20/2026 10:10:29AM	MOTOR VEHICLE STOP	WASHINGTON ST /YOUNG DR
C040/2026-00780961	6/20/2026 10:24:31AM	MOTOR VEHICLE STOP	WASHINGTON ST/SKILLMAN AVE
C040/2026-00781053	6/20/2026 10:43:35AM	MOTOR VEHICLE STOP	@WASHINGTON/CANAL
C040/2026-00781365	6/20/2026 11:54:12AM	PROPERTY CHECK	ROCKY HILL
C040/2026-00781556	6/20/2026 12:39:43PM	MEDICAL ASSIST	PRINCETONE AVE/BLUE SPRING RD
C040/2026-00785513	6/21/2026 10:50:06AM	MOTOR VEHICLE STOP	WASHINGTON ST/ MONTGOMERY
C040/2026-00785767	6/21/2026 11:47:00AM	MOTOR VEHICLE STOP	DELEWARE STATE PARK LOT
C040/2026-00785929	6/21/2026 12:34:05PM	PROPERTY CHECK	VAN HORNE PARK

Public Safety and Emergency Services September 2026 Report

Chair: Jonathan Lee Deputy: Sharlene Laud

Incident #	Date/Time	Incident Type	Location
C040/2026-00790631	6/22/2026 4:03:23PM	WELL BEING CHK	4 PARK AVE, (CRESCENT AVE), Rocky Hill
C040/2026-00791935	6/23/2026 1:37:04AM	MEDICAL ASSIST	4 PARK AVE, (CRESCENT AVE), Rocky Hill
C040/2026-00793494	6/23/2026 9:15:59AM	ANML CMPLNT	44 washington st
C040/2026-00799285	6/24/2026 1:13:21PM	FOUND PROPERTY	18 PRINCETON AVE
C040/2026-00802714	6/25/2026 9:07:14AM	ANML CMPLNT	PRINCENTON AVE / GROVE ST
C040/2026-00818071	6/28/2026 5:46:19PM	MEDICAL ASSIST	125 Washington St
C040/2026-00825957	6/30/2026 10:27:02AM	PROPERTY CHECK	VAN HORNE PARK
C040/2026-00825987	6/30/2026 10:30:54AM	MOTOR VEHICLE STOP	WASHINGTON ST PLOT POST OFFICE
C040/2026-00826034	6/30/2026 10:39:57AM	MOTOR VEHICLE STOP	WASHINGOTON / 603
C040/2026-00826109	6/30/2026 10:54:17AM	MOTOR VEHICLE STOP	WASHNGTON/CRESCENT
C040/2026-00826151	6/30/2026 11:02:23AM	MOTOR VEHICLE STOP	200 WASHINGTON ST
C040/2026-00828243	6/30/2026 7:20:53PM	MOTOR VEHICLE STOP	WASHINGTON ST / REEVE RD
C040/2026-00828266	6/30/2026 7:25:52PM	MOTOR VEHICLE STOP	S WASHINGTON DR/PRINCETON RD, PEN
C040/2026-00828305	6/30/2026 7:33:44PM	MOTOR VEHICLE STOP	WASHINGTON ST / BOX 14
C040/2026-00828369	6/30/2026 7:49:03PM	CMNITY POLICE	42 WASHINGTON ST
C040/2026-00828382	6/30/2026 7:50:56PM	MOTOR VEHICLE STOP	WASHINGTON ST / REEVE RD
C040/2026-00828441	6/30/2026 8:05:00PM	CMNITY POLICE	42 WASHINGTON ST
C040/2026-00828450	6/30/2026 8:07:06PM	MOTOR VEHICLE STOP	S WASHINGTON DR/PRINCETON RD, Pen
C040/2026-00828481	6/30/2026 8:16:50PM	MOTOR VEHICLE STOP	WASHINGTON ST / REEVE RD
C040/2026-00828500	6/30/2026 8:18:08PM	MOTOR VEHICLE STOP	WASHINGTON ST / REEVE RD
C040/2026-00828536	6/30/2026 8:28:22PM	MOTOR VEHICLE STOP	WASHINGTON ST / CRESCENT AVE
C040/2026-00831902	7/1/2026 12:52:20PM	MV-ACCIDENT	WASHINGTON ST / PRINCETON AVE
C040/2026-00836023	7/2/2026 10:09:27AM	ALARM	10 PRINCETON AVE, (GROVE ST / CRESCI
C040/2026-00836100	7/2/2026 10:27:27AM	911 HANG-UP	142 WASHINGTON ST
C040/2026-00837887	7/2/2026 7:26:41PM	DEBRIS IN ROAD	IAO WASHINGTON ST/ KINGSTON ROCK
C040/2026-00848586	7/4/2026 9:58:23PM	DEBRIS IN ROAD	CRESCENT AVE/KINGSTON RD, ROCKY H
C040/2026-00870197	7/9/2026 2:02:32PM	PROPERTY DAMAGE	32 PRINCETON AVE, (HICKORY CT / GRO
C040/2026-00872922	7/10/2026 8:22:55AM	MV-ACCIDENT	1 Washington St
C040/2026-00875308	7/10/2026 6:51:17PM	CNTD INVEST	CR 518 MP 17.3
C040/2026-00875927	7/10/2026 9:14:26PM	MEET WITH TROOP	25 TOTH LN, (MONTGOMERY AVE), ROCI
C040/2026-00887074	7/13/2026 11:22:49AM	PROPERTY CHECK	VAN HORNE PARK
C040/2026-00887207	7/13/2026 11:51:38AM	MOTOR VEHICLE STOP	WASHINGTON ST / CRESANT AVE
C040/2026-00887245	7/13/2026 11:59:34AM	MOTOR VEHICLE STOP	washington/crescent
C040/2026-00887462	7/13/2026 12:51:21PM	MOTOR VEHICLE STOP	crescent ave/reed rd
C040/2026-00891223	7/14/2026 8:48:07AM	MOTOR VEHICLE STOP	WASHINGTON ST / REEVE
C040/2026-00891328	7/14/2026 9:00:24AM	MOTOR VEHICLE STOP	CRESCENT AVE & REEVE RD
C040/2026-00891549	7/14/2026 9:25:32AM	MOTOR VEHICLE STOP	WASHINGTON ST/ YOUNG DR
C040/2026-00891647	7/14/2026 9:37:05AM	MOTOR VEHICLE STOP	WASHINGTON ST/ SKILLMAN AVE
C040/2026-00892052	7/14/2026 10:25:50AM	MOTOR VEHICLE STOP	REEVE/ WASHINGTON
C040/2026-00892085	7/14/2026 10:32:17AM	MOTOR VEHICLE STOP	WASHINGTON RD / REEVE RD
C040/2026-00892175	7/14/2026 10:44:51AM	MOTOR VEHICLE STOP	princeton ave / grove st
T455/2026-00896017	7/15/2026 7:04:21AM	TRAFFIC/CONE DE	DEWLARE/RARITAN CANAL
C040/2026-00906790	7/17/2026 11:22:02AM	PROPERTY CHECK	VAN HORNE PARK
C040/2026-00906842	7/17/2026 11:35:09AM	MOTOR VEHICLE STOP	WASHINGSTON ST/PRINCETONAVE
C040/2026-00909464	7/18/2026 12:07:25AM	MEDICAL ASSIST	9 MONTGOMERY AVE, (GEORGETOWN F
C040/2026-00926106	7/21/2026 8:19:21PM	ALARM	182 WASHINGTON ST APT A1
C040/2026-00941737	7/24/2026 11:04:25PM	ATTMPT TO LOC	518 TOWARDS ROCKYHILL
C040/2026-00954941	7/28/2026 12:54:14AM	911 HANG-UP	7 YOUNG DR, (KNOLL / GEORGETOWN F
C040/2026-00970194	7/31/2026 12:01:13PM	ALARM	1 WASHINGTON ST

Rocky Hill Borough Council: Traffic Committee 9/8/2026

Chair: Richard Novak rnovak@rockyhill-nj.gov ***Co-Chair:*** Sharlene Laud slaud@rockyhill-nj.gov

Highlights:

- In my March report I noted: “We have asked our Mayor, Clerk/Administrator and Engineer to connect with their counterparts in Montgomery to lower the speed limit on Princeton Avenue to 25 MPH heading into Rocky Hill from Montgomery. We have also asked them to approach Montgomery on completing their side of the sidewalk on Princeton Avenue now that Rocky Hill has received grant funding to complete the sidewalk from the last house in Rocky Hill to the bridge over the Van Horne Brook.”

  Essentially the email from our engineer to the Administrator in Montgomery was rebuffed. Not satisfied with the response and, frankly, the lack of respect shown to Rocky Hill elected officials, I attended the Montgomery Township Committee meeting in person and spoke at the public comment section. You can read a report about this in the online version of the Monty News. In short, I repeated the request I made to the Montgomery Mayor and Administrator in email:

  “We would be asking for a speed reduction on the small section of Princeton Ave that begins at Blue Spring Road, for several reasons. First, this is a small section leading into Rocky Hill and 25mph. Second, it is a residential part of the road for Montgomery as well. Third, there is no sidewalk for pedestrians and thus is extremely dangerous at higher speeds and the road is narrower here than in any other section of Princeton. Fourth, there is a slight decline to the road during which drivers tend to increase speed before hitting Rocky Hill. Fifth, the "collector roadway" designation makes most sense from Blue Spring towards Route 206, not towards Rocky Hill. Sixth, there is a pedestrian crosswalk with flashing beacons in this section that leads into Van Horne Park, so there is significant pedestrian crossing traffic in this small section that we are talking about. No one wants to wait until a pedestrian gets hit by auto before we address lowering the speed.

  With respect to police enforcement, we believe that everyone is well aware that this is an ongoing issue in Rocky Hill. We have no police force. We pay Franklin PD for some enforcement and we get random patrols from the State Police. We had signed on with Montgomery in support to investigate a grant for some shared enforcement but have heard nothing further in that regard. So, enforcement is not a realistic option at this time. It is our belief that reducing the speed to 25 mph beginning at Blue Spring has the greatest possibility of traffic calming before going a few hundred yards into Rocky Hill and has the greatest benefit for pedestrian safety.

- I reported several times before about our meeting with RH resident Patrick Wilson regarding his research work on what is needed to earn Rocky Hill the designation of a Bike Friendly town. The committee has already expressed its interest and

eagerness to support this initiative. Unfortunately, Patrick and his family recently moved out of town, so I think this idea is moot for the moment.

- At our last meeting, we approved a very detailed resolution regarding the replacement of the Griggstown Causeway bridge by NJDOT and plans by Somerset County for related work in the area, on the River Road side of this crossing. We raised the issues of the impacts on Rocky Hill and the need for local, state and county assistance in protecting Rocky Hill. Rebecca sent the resolution to all of you for your help in socializing this. She also sent it to NJDOT and Somerset County officials.

  I drafted a letter to Senator Zwicker, Assemblyman Freiman and Assemblywoman Drulis. The letter to Senator Zwicker is attached. Mayor Uhrik and I signed the letter and I hand delivered to the three state elected officials. I discussed this in person with the chief of staff to Assemblyman Freiman and I then had a follow up call with Pam Hersh, director of constituent services for Senator Zwicker. They are prepared to assist us but we need to call for a meeting with NJDOT and Somerset County. The Senator's office is happy to attend and back up our request, but we need to initiate. I will do so on behalf of Rocky Hill.

Borough of Rocky Hill
New Jersey

Mayor
Bob Uhrik

Council President
Richard Novak
Council Members
Jonathan Lee
Andrew Jacobson
Albert Chini
Luis Silvestre
Sharlene Laud

Chief Financial Officer
William Hance

Tax Collector
Rebecca Newman

Assessor
George Sopko

Engineer
Robert Martucci

Borough Magistrate
Eric Perkins

Borough Clerk
Rebecca P. Newman

Deputy Borough Clerk
Christine Witt

Borough Attorney
Steven Warner

Prosecutor
Joseph Tauriello

Zoning Officerr
Jose Nieves

The Honorable Andrew Zwicker
New Jersey State Senate
Legislative District 16

Dear Senator Zwicker:

On behalf of the Mayor and Council of the Borough of Rocky Hill, we are forwarding the enclosed copy of **Resolution 2026-70**, unanimously adopted by the Borough Council regarding the anticipated impacts of the NJDOT Griggstown Causeway Bridge replacement and related Somerset County roadway work.

While Rocky Hill fully recognizes the need for these important infrastructure improvements, we are concerned about the significant increase in traffic that may be diverted through our small residential community during construction. Our concerns include speeding and heavy-truck traffic, pedestrian safety, impacts on Borough roads, particularly Montgomery Avenue, air quality, and the overall safety and quality of life of our residents.

The resolution requests close coordination among NJDOT, Somerset County, and Rocky Hill, as well as additional enforcement resources, traffic-management measures, roadway protections, monitoring, and other mitigation efforts.

We respectfully ask for **your support and assistance in advocating with NJDOT, Somerset County, and other appropriate State agencies to ensure that Rocky Hill's concerns are addressed before and throughout the construction period**. Your involvement in helping bring the appropriate parties together would be particularly valuable.

Thank you for your continued service to Rocky Hill and the residents of Legislative District 16. We look forward to working with you on this important matter.

Sincerely,

Robert Uhrik
Mayor
Borough of Rocky Hill

Richard Novak
Council President
Borough of Rocky Hill

All bills and communications should be sent to

Rebecca P. Newman – Borough Clerk
P.O. Box 188
Rocky Hill, New Jersey 08553-0188
Tel: (609) 924-7445
FAX: (609) 924-2274
Website: www.rockyhill-nj.gov

To: Rebecca Newman, Borough Administrator
From: Brian Fusco, Utilities Superintendent
CC: Robert Martucci, PE Borough Engineer
Albert Chini, Councilman
Date: August 26, 2026
Re: August 2026 Utility Department Report

- Total coliform sampling for the month of August 2026 is fine.
- Nothing to report on the sanitary sewer system.
- I attended a pre-construction meeting with Borough Staff and contractors regarding the meter replacement project.
- The antenna base station has been commissioned and tested. We are waiting to have ten (10) meters installed prior to testing the unit with the Borough's billing system. This work will be coordinated with Edmunds, Sensus, the contractor and Borough staff.
- Worked on an OPRA request for the Clerks Office.
- I will be out of the state the end of September. I will send a separate email on this as we get closer.
- I will read the meters for quarterly billing in early September to have the bills processed prior to the new meter installation project. We anticipate all the meters to be replaced by years end. At which point, hopefully quarterly billing will start via the radio read system.

BOROUGH COUNCIL OF ROCKY HILL
SOMERSET COUNTY
RESOLUTION

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROCKY HILL RECOGNIZING SEPTEMBER AS OVARIAN CANCER AWARENESS MONTH

WHEREAS, ovarian cancer is a serious disease that affects thousands of women and their families each year; and

WHEREAS, September is recognized nationally as Ovarian Cancer Awareness Month, providing an opportunity to increase public awareness regarding ovarian cancer, its risk factors, symptoms, diagnosis, and treatment; and

WHEREAS, ovarian cancer is often difficult to detect in its early stages because its symptoms may be subtle or easily mistaken for other conditions; and

WHEREAS, increased awareness and education can encourage individuals to recognize potential symptoms, discuss concerns with their healthcare providers, and seek appropriate medical attention; and

WHEREAS, the Borough of Rocky Hill recognizes the importance of supporting those affected by ovarian cancer, including survivors, individuals currently undergoing treatment, caregivers, families, and loved ones; and

WHEREAS, the Borough Council wishes to recognize the courage and strength of those living with or affected by ovarian cancer and to honor those who have lost their lives to this disease; and

WHEREAS, the Borough of Rocky Hill encourages its residents to become informed about ovarian cancer and to support efforts that promote awareness, education, research, early detection, improved treatment, and ultimately the prevention and elimination of this disease.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, that the Borough of Rocky Hill hereby recognizes September 2026 as Ovarian Cancer Awareness Month and

encourages all residents to participate in efforts to increase awareness and understanding of ovarian cancer.

BE IT FURTHER RESOLVED, that the Borough Council encourages residents to support those affected by ovarian cancer and to promote education, awareness, research, and access to appropriate healthcare resources.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be presented as appropriate and made available to the public as a statement of the Borough of Rocky Hill's support for Ovarian Cancer Awareness Month.

ATTEST:

By: _____
Rebecca P. Newman, RMC
Borough Clerk

By: _____
Robert Uhrik, Mayor

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on Wednesday, September 9, 2026.

_____
Rebecca P. Newman
Borough Clerk

BOROUGH COUNCIL OF ROCKY HILL
SOMERSET COUNTY
ORDINANCE

AN ORDINANCE CREATING CHAPTER 95 OF THE CODE OF THE BOROUGH OF ROCKY HILL TITLED "FIRE DEPARTMENT", ESTABLISHING A MUNICIPAL FIRE DEPARTMENT AND FIRE FORCE IN THE BOROUGH OF ROCKY HILL, ESTABLISHING A PART-PAID FIRE DEPARTMENT CONSISTING OF VOLUNTEER AND PART-TIME PAID PER DIEM FIREFIGHTERS, ESTABLISHING THE POSITION OF FIRE CHIEF, AND PROVIDING FOR THE ORGANIZATION, OPERATION, PROPERTY, INSURANCE AND ADMINISTRATION OF THE FIRE DEPARTMENT

WHEREAS, the Borough of Rocky Hill is a municipal corporation organized and existing pursuant to the laws of the State of New Jersey; and

WHEREAS, N.J.S.A. 40A:14-7 authorizes the governing body of a municipality, by ordinance, to create and establish a paid or part-paid fire department and force and to provide for the maintenance, regulation and control thereof, including the appointment of members, officers and personnel, the determination of their terms of office, the fixing of compensation, and the prescription of their powers, functions and duties; and

WHEREAS, the original Ordinance creating a fire department was done in 1915, is outdated and was not codified into the Borough Code; and

WHEREAS, the Mayor and Borough Council of the Borough of Rocky Hill recognize the importance of providing reliable, effective and adequately staffed fire protection and emergency response services for the residents, businesses and visitors of the Borough; and

WHEREAS, the Mayor and Borough Council desire to establish a municipal Fire Department consisting of volunteer firefighters supplemented by a limited number of part-time paid per diem firefighters in order to enhance staffing, response capability, emergency readiness and continuity of fire protection services; and

WHEREAS, the Mayor and Borough Council intend to maintain a volunteer component of the Fire Department while establishing a limited number of paid municipal firefighter positions; and

WHEREAS, the Mayor and Borough Council find that establishing a municipal part-paid Fire Department under the direct operational supervision of a Fire Chief is in the best interests of the Borough and its residents;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

SECTION 1. ESTABLISHMENT OF FIRE DEPARTMENT

There is hereby established within the Borough of Rocky Hill a municipal Fire Department and Fire Force, to be known as the:

ROCKY HILL BOROUGH FIRE DEPARTMENT

The Fire Department shall be a municipal department of the Borough and shall constitute a part-paid fire department and force, consisting of volunteer firefighters and part-time paid per diem firefighters.

The Department shall operate under the authority of the Mayor and Borough Council and in accordance with the laws of the State of New Jersey, the ordinances and resolutions of the Borough, and the rules and regulations duly adopted for the Department.

The establishment of the part-paid Fire Department pursuant to this ordinance is intended to supplement and maintain a volunteer firefighting component and shall not, by itself, constitute the conversion of the Borough's volunteer firefighting force into a wholly paid fire department.

Nothing in this ordinance shall be construed to waive or supersede any referendum or other requirement imposed by applicable State law.

SECTION 2. PURPOSE AND FUNCTIONS

The Rocky Hill Borough Fire Department shall be responsible for providing fire protection and emergency fire response services within the Borough.

The functions and responsibilities of the Department shall include, but shall not be limited to:

A. Responding to and suppressing fires and other fire-related emergencies;

B. Protecting life and property from the hazards of fire;

C. Providing rescue and emergency response services consistent with the training and qualifications of Department members;

D. Responding to hazardous conditions and other emergencies within the scope of the Department's training and authority;

E. Providing mutual aid to neighboring municipalities and emergency service organizations when requested and authorized;

F. Participating in emergency preparedness, disaster response and emergency management activities as appropriate;

G. Maintaining Department apparatus, equipment and facilities in a state of operational readiness;

H. Conducting fire-safety and public education activities as authorized;

I. Cooperating with the Borough's Fire Official, Construction Official, Office of Emergency Management, Police Department, Emergency Medical Services and other municipal, county and State agencies; and

J. Performing such other lawful duties and functions as may be assigned by the Mayor and Borough Council.

SECTION 3. COMPOSITION OF FIRE DEPARTMENT

The Fire Department shall consist of:

A. One Fire Chief;

B. Such subordinate officers as may be authorized by the Governing Body;

C. Volunteer firefighters; and

D. Not more than five (5) authorized part-time paid per diem firefighter positions.

The establishment of the five (5) part-time paid per diem firefighter positions shall constitute the authorized table of organization for such paid positions unless and until amended by ordinance.

The Governing Body shall not be obligated to fill all five positions and may determine, based upon operational needs and available appropriations, the number of positions to be filled at any given time.

Nothing herein shall prevent the Borough Council from subsequently amending the table of organization by ordinance.

SECTION 4. FIRE CHIEF

There is hereby established the position of Fire Chief of the Rocky Hill Borough Fire Department.

The Fire Chief shall be the chief operational officer of the Department and shall have direct operational supervision and command of all members of the Fire Department,

including volunteer firefighters and part-time paid per diem firefighters, subject to the administrative authority of the Mayor and Borough Council and applicable law.

The Fire Chief shall:

A. Exercise operational command of the Department;

B. Direct the activities of Department personnel during emergencies and other Department operations;

C. Directly supervise part-time paid per diem firefighters;

D. Establish work assignments and duty schedules for part-time paid per diem firefighters, subject to applicable budgetary limitations, Borough policies and any applicable collective negotiations agreement;

E. Establish reasonable staffing and response procedures;

F. Supervise training and continuing education of Department members;

G. Ensure that Department members maintain all required certifications and qualifications;

H. Maintain operational readiness of Department apparatus and equipment;

I. Recommend the purchase, replacement and repair of Department apparatus, equipment and supplies;

J. Recommend candidates for appointment to the Department;

K. Make recommendations concerning discipline, suspension, removal, promotion and other personnel matters, subject to applicable law and the authority of the Governing Body;

L. Maintain appropriate Department records and reports;

M. Prepare an annual proposed operating and capital budget for the Department;

N. Develop and maintain Department rules, regulations, standard operating guidelines and/or standard operating procedures, subject to approval as required by Borough policy or law;

O. Coordinate mutual aid and automatic aid activities;

P. Coordinate Department activities with the Borough's Police Department, Emergency Medical Services, Office of Emergency Management and other emergency-service agencies; and

Q. Perform such other lawful duties as may be assigned by the Mayor and Borough Council.

SECTION 5. VOLUNTEER FIREFIGHTERS

The Fire Department shall maintain a volunteer firefighter component.

Volunteer firefighters shall be members of the municipal Fire Department and shall serve in accordance with applicable State law, Borough ordinances, Department rules and regulations, and the direction of the Fire Chief.

Volunteer firefighters shall not be considered paid employees of the Borough solely by virtue of their volunteer membership in the Fire Department.

Volunteer firefighters shall be subject to the operational command and direct supervision of the Fire Chief when participating in Department activities, responding to emergencies, attending training or otherwise acting in an official capacity on behalf of the Department.

Nothing in this section shall diminish any rights, protections, benefits or privileges afforded to volunteer firefighters by State law.

SECTION 6. PART-TIME PAID PER DIEM FIREFIGHTERS

There are hereby established five (5) part-time paid per diem firefighter positions within the Rocky Hill Borough Fire Department.

The positions shall be municipal employment positions of the Borough.

Individuals appointed to these positions shall be considered municipal employees and shall be compensated for authorized services performed in accordance with the Borough's duly adopted salary ordinance, resolution, employment policies, applicable collective negotiations agreement, if any, and other applicable law.

Part-time paid per diem firefighters shall work such shifts, assignments and hours as may be established by the Fire Chief, subject to available appropriations and applicable law.

No person shall have a right to a minimum number of hours, shifts or assignments solely by virtue of appointment to a part-time paid per diem firefighter position unless otherwise provided by law, ordinance, collective negotiations agreement or written employment agreement.

The five authorized positions constitute the maximum number of part-time paid per diem firefighter positions that may be filled at any one time unless the Governing Body amends this section by ordinance.

SECTION 7. STATUS OF PAID FIREFIGHTERS AS MUNICIPAL EMPLOYEES

Part-time paid per diem firefighters appointed pursuant to this ordinance shall be

employees of the Borough of Rocky Hill.

They shall be subject to applicable Borough personnel policies and procedures governing municipal employees, except where a specific provision of law, ordinance, collective negotiations agreement or Department rule provides otherwise.

Nothing herein shall grant part-time paid per diem firefighters permanent or full-time employment status.

The status of each part-time paid per diem firefighter shall be subject to all applicable provisions of State and federal law, including applicable employment protections, qualification requirements, wage and hour requirements, civil service requirements, if applicable, and statutory restrictions.

SECTION 8. APPOINTMENT BY GOVERNING BODY

All appointments to paid firefighter positions within the Fire Department shall be made by resolution of the Mayor and Borough Council of the Borough of Rocky Hill, acting as the Governing Body and appointing authority, except as otherwise expressly provided by applicable law.

No person shall commence employment in a paid firefighter position until the Governing Body has adopted a resolution making the appointment.

The resolution of appointment shall identify the appointee, position, compensation, effective date and such other terms as the Governing Body determines appropriate.

The Fire Chief shall have no independent authority to appoint any person to a paid firefighter position.

The Fire Chief may recommend qualified candidates for appointment and may participate in the recruitment, screening and evaluation process as directed by the Governing Body.

All appointments shall be made in accordance with all applicable provisions of State law, including any statutory eligibility requirements, preferences, priorities, residency requirements, veterans' preferences, age requirements, examination requirements, civil service requirements, if applicable, and provisions governing appointments to part-paid fire departments.

Nothing in this section shall be construed to authorize the Governing Body to make an appointment in a manner inconsistent with mandatory State law.

SECTION 9. APPOINTMENT OF VOLUNTEER FIREFIGHTERS

Volunteer firefighters shall be appointed to membership in the municipal Fire Department in accordance with applicable State law and Borough policy.

The Governing Body may require that appointments of volunteer firefighters also be made by resolution.

No volunteer firefighter shall be permitted to participate in Department operations until the person has satisfied all applicable qualification, training, background, medical and other requirements established by law, ordinance or Department policy.

SECTION 10. DUAL STATUS OF PAID AND VOLUNTEER FIREFIGHTERS

A person may, where permitted by law and authorized by the Borough, serve both as a volunteer firefighter and as a part-time paid per diem firefighter.

When a person is working an authorized paid shift or otherwise performing services in the person's capacity as a paid municipal firefighter, the person shall be considered a municipal employee for purposes applicable to that employment.

When the same person is performing authorized volunteer firefighting services outside the person's paid employment, the person shall retain the status and protections applicable to a volunteer firefighter under State law.

The Fire Chief shall establish reasonable procedures for distinguishing paid assignments from volunteer activities for purposes of scheduling, payroll, timekeeping, workers' compensation, insurance, reporting and other administrative matters.

Nothing in this section shall be construed to waive, limit or expand any statutory benefit, protection or status applicable to a paid or volunteer firefighter.

SECTION 11. COMPENSATION

The compensation of part-time paid per diem firefighters shall be established by the Borough Council through the annual salary ordinance, collective negotiations agreement, resolution or other lawful action, as applicable.

No compensation shall be paid to a part-time paid per diem firefighter except for authorized services performed in accordance with Borough policy and applicable law.

Volunteer firefighters shall not receive wages or salary for their service as volunteer firefighters except as otherwise expressly authorized by State law, Borough ordinance or duly adopted resolution.

Nothing in this section shall prevent the Borough from providing lawful benefits, reimbursements, awards or other authorized compensation to volunteer firefighters.

SECTION 12. WORK SCHEDULES

The Fire Chief shall establish the work schedules and assignments for part-time paid per diem firefighters based upon the operational needs of the Department.

Schedules shall be established subject to:

A. The annual municipal budget;

B. Available appropriations;

C. The maximum number of authorized positions;

D. Applicable State and federal wage and hour laws;

E. Any applicable collective negotiations agreement; and

F. Policies and directives established by the Mayor and Borough Council.

The Fire Chief may modify schedules and assignments as reasonably necessary to maintain adequate emergency response coverage.

SECTION 13. CHAIN OF COMMAND

The Fire Chief shall have direct operational supervision of all firefighters assigned to the Department.

All part-time paid per diem firefighters shall report directly to the Fire Chief for purposes of operational supervision, scheduling, assignments, training, performance and Department operations.

When the Fire Chief is not present, the highest-ranking authorized Department officer present shall exercise operational command in accordance with the Department's established chain of command and standard operating procedures.

Nothing in this section shall limit the statutory or administrative authority of the Mayor, Borough Council or other duly authorized municipal officials.

SECTION 14. QUALIFICATIONS

All paid and volunteer firefighters shall meet all minimum qualifications established by applicable State law, regulation and Borough policy.

The Fire Chief shall be responsible for verifying and maintaining records concerning required certifications, training and qualifications of Department members.

No member shall perform an assignment requiring a certification, license or qualification that the member does not possess.

SECTION 15. TRAINING

All Department members shall participate in such training as is required by applicable law,

regulation, recognized fire-service standards, Borough policy or the Fire Chief.

The Fire Chief shall establish a training program designed to maintain the operational readiness and safety of Department members.

Training requirements may differ between volunteer and part-time paid firefighters when permitted by law and when based upon their respective duties and assignments.

SECTION 16. DEPARTMENT RULES AND REGULATIONS

The Fire Chief shall prepare and maintain rules, regulations, standard operating guidelines and/or standard operating procedures governing the operation of the Department.

Such rules may address:

A. Emergency response;

B. Fireground operations;

C. Chain of command;

D. Training;

E. Staffing;

F. Scheduling;

G. Apparatus operation;

H. Equipment use;

I. Personal protective equipment;

J. Communications;

K. Attendance;

L. Conduct;

M. Discipline;

N. Mutual aid;

O. Safety;

P. Incident reporting; and

Q. Other matters necessary for the efficient and safe operation of the Department.

All rules and regulations shall be consistent with State law, Borough ordinances, resolutions and applicable collective negotiations agreements.

SECTION 17. DISCIPLINE

All Department members shall be subject to applicable laws, ordinances, Department rules and regulations, and lawful orders of the Fire Chief and other authorized municipal officials.

Disciplinary action against paid municipal employees shall be imposed in accordance with applicable law, Borough personnel policies, collective negotiations agreements, civil service requirements, if applicable, and other applicable authority.

Disciplinary action against volunteer firefighters shall be imposed in accordance with applicable law and duly adopted Department rules and regulations.

Nothing herein shall be construed to confer upon the Fire Chief authority to terminate the employment of a paid firefighter where such authority is reserved to the Governing Body or another appointing authority by law.

SECTION 18. MUTUAL AID

The Fire Department may participate in mutual aid and automatic aid agreements with neighboring municipalities, fire departments, fire districts, counties, State agencies and other governmental or emergency-service organizations in accordance with applicable law and duly authorized agreements.

Department personnel responding pursuant to mutual aid shall operate under the incident command structure applicable to the emergency.

SECTION 19. OWNERSHIP OF FIRE APPARATUS, VEHICLES AND EQUIPMENT

A. Borough Ownership. All fire apparatus, emergency vehicles, motor vehicles and other vehicles acquired, purchased or otherwise obtained by the Borough for use by the Fire Department shall be owned by the Borough of Rocky Hill.

B. Titles and Registrations. All certificates of title, registrations and other ownership documents for Fire Department vehicles and apparatus shall be maintained in the name of the Borough of Rocky Hill, unless otherwise required by applicable law.

C. Retention of Title. The Borough shall retain all legal title and ownership interests in Fire Department vehicles and apparatus. No Fire Department officer, employee, volunteer firefighter, volunteer fire organization or other person shall acquire any ownership interest in Borough-owned vehicles or apparatus by virtue of their use, operation, maintenance, housing or service.

D. Custody and Operational Control. Physical custody and operational control of Fire

Department vehicles and apparatus shall be exercised in accordance with Borough policies and the direction of the Fire Chief. Operational control shall not transfer ownership or title from the Borough.

E. Equipment. All firefighting equipment, tools, radios, personal protective equipment, breathing apparatus, medical and rescue equipment, supplies and other property purchased or otherwise acquired by the Borough for use by the Fire Department shall be the property of the Borough.

F. Disposition. No Fire Department vehicle, apparatus, equipment or other Borough property shall be sold, transferred, donated, traded, scrapped or otherwise disposed of except by action authorized by the Governing Body and in accordance with applicable law.

G. Use by Volunteers. Nothing in this section shall prevent the Borough from permitting volunteer firefighters to operate, house, maintain or otherwise use Borough-owned vehicles, apparatus or equipment for authorized Fire Department purposes. Such use shall not constitute a transfer of title or ownership.

SECTION 20. MAINTENANCE OF APPARATUS AND EQUIPMENT

The Fire Chief shall be responsible for ensuring that Department apparatus, vehicles and equipment are properly maintained, inspected and kept in operational condition.

The Fire Chief shall establish appropriate inspection and maintenance procedures and shall promptly report significant deficiencies, damage or unsafe conditions to the appropriate municipal official.

No Department member shall operate apparatus or equipment that the member knows or reasonably should know is unsafe or not properly authorized for use.

SECTION 21. INSURANCE AND RISK MANAGEMENT

A. Municipal Insurance Coverage. The Borough of Rocky Hill shall maintain insurance coverage, subject to applicable law, available appropriations and the terms, conditions, exclusions and limits of the Borough's insurance policies and risk-management program, for the protection of the Borough, the Rocky Hill Borough Fire Department, its officers, employees and volunteer firefighters in connection with the lawful performance of their official duties.

B. Workers' Compensation Coverage. The Borough shall provide workers' compensation coverage for its paid municipal firefighters in accordance with applicable law. The Borough shall also provide workers' compensation or other statutorily required compensation coverage for volunteer firefighters to the extent required by New Jersey law.

C. Fire Apparatus and Vehicles. The Borough shall maintain appropriate insurance coverage for Borough-owned or Borough-controlled fire apparatus, emergency vehicles and other vehicles assigned to or used by the Fire Department, including liability coverage

arising from their ownership, maintenance or operation, subject to the terms and conditions of the Borough's applicable insurance policies.

D. Fire Department Equipment. The Borough shall maintain appropriate insurance coverage for Borough-owned or Borough-controlled firefighting equipment, tools, apparatus and other property assigned to the Fire Department, subject to the terms and conditions of the Borough's applicable insurance policies.

E. Liability Coverage. The Borough shall maintain such liability coverage as the Governing Body determines to be necessary or appropriate for the protection of the Borough, the Fire Department, its officers, employees and volunteer firefighters arising from the lawful performance of their official duties, subject to the New Jersey Tort Claims Act and other applicable law.

F. Volunteer Firefighters. Nothing in this section shall be construed to limit or waive any insurance, workers' compensation, death, disability, medical or other statutory benefit to which a volunteer firefighter may be entitled under New Jersey law.

G. Dual Status. The fact that an individual may serve both as a part-time paid municipal firefighter and as a volunteer firefighter shall not, by itself, constitute a waiver of any statutory insurance or workers' compensation protection otherwise applicable to that individual. Coverage shall be determined in accordance with the individual's status, activity and applicable law at the time of the incident.

H. Risk Management. The Fire Chief shall cooperate with the Borough Administrator, Chief Financial Officer, Risk Manager, insurance carrier, joint insurance fund and/or other appropriate municipal representatives in maintaining records and implementing reasonable procedures necessary to maintain appropriate insurance coverage for Department personnel, apparatus, vehicles, equipment and operations.

I. No Expansion of Coverage. Nothing contained in this section shall be construed to create insurance coverage beyond that provided under the Borough's applicable insurance policies or beyond coverage required by law, or to waive any policy exclusion, limitation, deductible, self-insured retention or other applicable policy provision.

J. Appropriations. The costs of insurance premiums, deductibles, self-insured retentions and other authorized insurance-related expenses shall be paid from funds duly appropriated by the Borough in accordance with applicable law.

SECTION 22. INDEMNIFICATION AND DEFENSE

To the extent provided by applicable law and subject to the New Jersey Tort Claims Act, the Borough shall provide defense and indemnification to its officers, employees and authorized volunteer firefighters for acts or omissions occurring in the lawful performance of their official duties on behalf of the Borough.

Nothing herein shall be construed to expand the Borough's liability beyond that provided

by applicable law or to waive any immunity, defense, limitation, notice requirement or other protection available to the Borough or its officers, employees or volunteers under the New Jersey Tort Claims Act, the New Jersey Charitable Immunity Act, or any other applicable law.

SECTION 23. BUDGET AND APPROPRIATIONS

The Fire Department shall be funded through appropriations authorized by the Governing Body through the annual municipal budget or other lawful appropriation.

Nothing in this ordinance shall be construed to create an obligation on the part of the Borough to expend funds beyond those duly appropriated.

The Fire Chief shall submit to the Borough Administrator and/or Governing Body proposed annual operating and capital requirements for the Department in accordance with the Borough's established budget procedures.

SECTION 24. RELATIONSHIP TO OTHER MUNICIPAL OFFICES AND DEPARTMENTS

Nothing contained in this ordinance shall be construed to transfer or alter any statutory authority or responsibility vested in the Borough Fire Official, Fire Prevention Official, Construction Official, Zoning Officer, Office of Emergency Management, Police Department, Emergency Medical Services or any other municipal officer, department or agency.

The Fire Department shall cooperate with all such officials and departments in the performance of their respective lawful duties.

SECTION 25. EMERGENCY MANAGEMENT

The Fire Department shall cooperate with the Borough's Office of Emergency Management and other emergency-service agencies during emergencies, disasters and other incidents.

The Department shall operate within the Borough's emergency-management and incident-command structure when applicable.

SECTION 26. RECORDS AND REPORTING

The Fire Chief shall maintain appropriate records concerning the operation of the Fire Department, including, as applicable:

A. Emergency responses;

B. Fire and incident reports;

C. Training records;

D. Certifications and qualifications;

E. Apparatus and equipment inspections;

F. Maintenance records;

G. Paid firefighter schedules and time records;

H. Personnel records as required by law and Borough policy; and

I. Such other records as may be required by law or the Governing Body.

All records shall be maintained and disclosed in accordance with applicable law, including applicable public-records and personnel-record requirements.

SECTION 27. ANNUAL INDEPENDENT FINANCIAL AUDIT

A. Annual Audit Required. The Borough of Rocky Hill shall cause an annual financial audit of the Rocky Hill Borough Fire Department to be conducted by an independent outside accounting or auditing firm having appropriate qualifications and experience in governmental or municipal financial auditing.

B. Independence. The firm conducting the audit shall be independent of the Fire Department and shall have no financial, employment or other relationship that would create an actual or apparent conflict of interest with the Borough, the Fire Department, the Fire Chief, Department officers, employees or volunteer members.

C. Scope of Audit. The annual audit shall examine, as applicable, the financial activities, expenditures, revenues, assets, liabilities, accounts, purchasing, payroll, compensation, grants, donations, fundraising proceeds, equipment purchases and other financial transactions associated with the Fire Department and its operations.

D. Department and Borough Records. The Fire Chief and all Department personnel shall cooperate fully with the independent auditor and shall provide timely access to records, invoices, receipts, purchase orders, payroll records, bank records, inventory records, equipment records and other documents reasonably requested by the auditor.

E. Report to Governing Body. Upon completion of the audit, the independent auditor shall provide a written report of its findings to the Mayor and Borough Council. The report shall identify any material findings, irregularities, deficiencies, recommendations for corrective action, or other matters that the auditor determines should be brought to the attention of the Governing Body.

F. Public Availability. The final audit report shall be maintained as a municipal record and shall be made available for public inspection and disclosure to the extent required by

applicable law.

G. Corrective Action. The Fire Chief, Borough Administrator, Chief Financial Officer and other appropriate municipal officials shall cooperate in addressing any deficiencies or recommendations identified by the independent auditor. The Governing Body may require a written corrective-action plan and periodic reports concerning the implementation of such corrective action.

H. Cost of Audit. The cost of the annual independent audit shall be paid from funds duly appropriated in the fire department budget for that purpose.

I. Relationship to Municipal Audit. The independent Fire Department audit required by this section is intended to supplement, and shall not replace, any annual municipal audit or other audit, examination or financial reporting requirement imposed upon the Borough by New Jersey law.

SECTION 28. COMPLIANCE WITH STATE AND FEDERAL LAW

The Fire Department and all members thereof shall comply with all applicable provisions of New Jersey and federal law and regulations governing municipal fire departments, firefighters, fire protection, training, employment, compensation, benefits, pensions, safety and emergency response.

Nothing in this ordinance shall be construed to supersede or waive any mandatory provision of State or federal law.

In the event of a conflict between this ordinance and mandatory State or federal law, the applicable law shall control.

SECTION 29. NO WAIVER OF STATUTORY RIGHTS OR REQUIREMENTS

Nothing in this ordinance shall be construed to waive, diminish or supersede any statutory right, preference, qualification, appointment requirement, referendum requirement, employment protection, workers' compensation protection, pension right, insurance benefit or other protection applicable to any firefighter under New Jersey law.

Where applicable State law imposes a specific requirement concerning the appointment of members of a part-paid fire department, such requirement shall control.

SECTION 30. SEVERABILITY

If any section, subsection, paragraph, sentence, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall not affect the remaining provisions of this ordinance, which shall remain in full force and effect.

SECTION 31. REPEAL OF INCONSISTENT PROVISIONS

All ordinances, code provisions, resolutions or parts thereof inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Nothing herein shall be construed to repeal or impair any existing provision governing volunteer firefighters except to the extent expressly inconsistent with this ordinance.

SECTION 32. CODIFICATION

This ordinance shall be incorporated into the Code of the Borough of Rocky Hill as a new chapter or section entitled "Fire Department."

The Borough Clerk and/or municipal codifier is authorized to make such technical, nonsubstantive and numbering changes as may be necessary to incorporate this ordinance into the Borough Code.

SECTION 33. EFFECTIVE DATE

This ordinance shall take effect upon final passage and publication in accordance with law.

WHEREAS, the Borough of Rocky Hill is a municipal corporation organized and existing pursuant to the laws of the State of New Jersey; and

WHEREAS, N.J.S.A. 40A:14-7 authorizes the governing body of a municipality, by ordinance, to create and establish a paid or part-paid fire department and force and to provide for the maintenance, regulation and control thereof, including the appointment of members, officers and personnel, the determination of their terms of office, the fixing of compensation, and the prescription of their powers, functions and duties; and

WHEREAS, the original Ordinance creating a fire department was done in 1915, is outdated and was not codified into the Borough Code; and

WHEREAS, the Mayor and Borough Council of the Borough of Rocky Hill recognize the importance of providing reliable, effective and adequately staffed fire protection and emergency response services for the residents, businesses and visitors of the Borough; and

WHEREAS, the Mayor and Borough Council desire to establish a municipal Fire Department consisting of volunteer firefighters supplemented by a limited number of part-time paid per diem firefighters in order to enhance staffing, response capability, emergency readiness and continuity of fire protection services; and

WHEREAS, the Mayor and Borough Council intend to maintain a volunteer component of the

Fire Department while establishing a limited number of paid municipal firefighter positions; and

WHEREAS, the Mayor and Borough Council find that establishing a municipal part-paid Fire Department under the direct operational supervision of a Fire Chief is in the best interests of the Borough and its residents;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

SECTION 1. ESTABLISHMENT OF FIRE DEPARTMENT

There is hereby established within the Borough of Rocky Hill a municipal Fire Department and Fire Force, to be known as the:

ROCKY HILL BOROUGH FIRE DEPARTMENT

The Fire Department shall be a municipal department of the Borough and shall constitute a **part-paid fire department and force**, consisting of volunteer firefighters and part-time paid per diem firefighters.

The Department shall operate under the authority of the Mayor and Borough Council and in accordance with the laws of the State of New Jersey, the ordinances and resolutions of the Borough, and the rules and regulations duly adopted for the Department.

The establishment of the part-paid Fire Department pursuant to this ordinance is intended to supplement and maintain a volunteer firefighting component and shall not, by itself, constitute the conversion of the Borough's volunteer firefighting force into a wholly paid fire department.

Nothing in this ordinance shall be construed to waive or supersede any referendum or other requirement imposed by applicable State law.

SECTION 2. PURPOSE AND FUNCTIONS

The Rocky Hill Borough Fire Department shall be responsible for providing fire protection and emergency fire response services within the Borough.

The functions and responsibilities of the Department shall include, but shall not be limited to:

A. Responding to and suppressing fires and other fire-related emergencies;

B. Protecting life and property from the hazards of fire;

C. Providing rescue and emergency response services consistent with the training and qualifications of Department members;

D. Responding to hazardous conditions and other emergencies within the scope of the Department's training and authority;

E. Providing mutual aid to neighboring municipalities and emergency service organizations when requested and authorized;

F. Participating in emergency preparedness, disaster response and emergency management activities as appropriate;

G. Maintaining Department apparatus, equipment and facilities in a state of operational readiness;

H. Conducting fire-safety and public education activities as authorized;

I. Cooperating with the Borough's Fire Official, Construction Official, Office of Emergency Management, Police Department, Emergency Medical Services and other municipal, county and State agencies; and

J. Performing such other lawful duties and functions as may be assigned by the Mayor and Borough Council.

SECTION 3. COMPOSITION OF FIRE DEPARTMENT

The Fire Department shall consist of:

A. One Fire Chief;

B. Such subordinate officers as may be authorized by the Governing Body;

C. Volunteer firefighters; and

D. Not more than five (5) authorized part-time paid per diem firefighter positions.

The establishment of the five (5) part-time paid per diem firefighter positions shall constitute the authorized table of organization for such paid positions unless and until amended by ordinance.

The Governing Body shall not be obligated to fill all five positions and may determine, based upon operational needs and available appropriations, the number of positions to be filled at any given time.

Nothing herein shall prevent the Borough Council from subsequently amending the table of organization by ordinance.

SECTION 4. FIRE CHIEF

There is hereby established the position of Fire Chief of the Rocky Hill Borough Fire Department.

The Fire Chief shall be the chief operational officer of the Department and shall have **direct operational supervision and command of all members of the Fire Department**, including volunteer firefighters and part-time paid per diem firefighters, subject to the administrative

authority of the Mayor and Borough Council and applicable law.

The Fire Chief shall:

A. Exercise operational command of the Department;

B. Direct the activities of Department personnel during emergencies and other Department operations;

C. Directly supervise part-time paid per diem firefighters;

D. Establish work assignments and duty schedules for part-time paid per diem firefighters, subject to applicable budgetary limitations, Borough policies and any applicable collective negotiations agreement;

E. Establish reasonable staffing and response procedures;

F. Supervise training and continuing education of Department members;

G. Ensure that Department members maintain all required certifications and qualifications;

H. Maintain operational readiness of Department apparatus and equipment;

I. Recommend the purchase, replacement and repair of Department apparatus, equipment and supplies;

J. Recommend candidates for appointment to the Department;

K. Make recommendations concerning discipline, suspension, removal, promotion and other personnel matters, subject to applicable law and the authority of the Governing Body;

L. Maintain appropriate Department records and reports;

M. Prepare an annual proposed operating and capital budget for the Department;

N. Develop and maintain Department rules, regulations, standard operating guidelines and/or standard operating procedures, subject to approval as required by Borough policy or law;

O. Coordinate mutual aid and automatic aid activities;

P. Coordinate Department activities with the Borough's Police Department, Emergency Medical Services, Office of Emergency Management and other emergency-service agencies; and

Q. Perform such other lawful duties as may be assigned by the Mayor and Borough Council.

SECTION 5. VOLUNTEER FIREFIGHTERS

The Fire Department shall maintain a volunteer firefighter component.

Volunteer firefighters shall be members of the municipal Fire Department and shall serve in accordance with applicable State law, Borough ordinances, Department rules and regulations, and the direction of the Fire Chief.

Volunteer firefighters shall not be considered paid employees of the Borough solely by virtue of their volunteer membership in the Fire Department.

Volunteer firefighters shall be subject to the operational command and direct supervision of the Fire Chief when participating in Department activities, responding to emergencies, attending training or otherwise acting in an official capacity on behalf of the Department.

Nothing in this section shall diminish any rights, protections, benefits or privileges afforded to volunteer firefighters by State law.

SECTION 6. PART-TIME PAID PER DIEM FIREFIGHTERS

There are hereby established **five (5) part-time paid per diem firefighter positions** within the Rocky Hill Borough Fire Department.

The positions shall be municipal employment positions of the Borough.

Individuals appointed to these positions shall be considered municipal employees and shall be compensated for authorized services performed in accordance with the Borough's duly adopted salary ordinance, resolution, employment policies, applicable collective negotiations agreement, if any, and other applicable law.

Part-time paid per diem firefighters shall work such shifts, assignments and hours as may be established by the Fire Chief, subject to available appropriations and applicable law.

No person shall have a right to a minimum number of hours, shifts or assignments solely by virtue of appointment to a part-time paid per diem firefighter position unless otherwise provided by law, ordinance, collective negotiations agreement or written employment agreement.

The five authorized positions constitute the maximum number of part-time paid per diem firefighter positions that may be filled at any one time unless the Governing Body amends this section by ordinance.

SECTION 7. STATUS OF PAID FIREFIGHTERS AS MUNICIPAL EMPLOYEES

Part-time paid per diem firefighters appointed pursuant to this ordinance shall be employees of the Borough of Rocky Hill.

They shall be subject to applicable Borough personnel policies and procedures governing municipal employees, except where a specific provision of law, ordinance, collective

negotiations agreement or Department rule provides otherwise.

Nothing herein shall grant part-time paid per diem firefighters permanent or full-time employment status.

The status of each part-time paid per diem firefighter shall be subject to all applicable provisions of State and federal law, including applicable employment protections, qualification requirements, wage and hour requirements, civil service requirements, if applicable, and statutory restrictions.

SECTION 8. APPOINTMENT BY GOVERNING BODY

All appointments to paid firefighter positions within the Fire Department shall be made by **resolution of the Mayor and Borough Council of the Borough of Rocky Hill**, acting as the Governing Body and appointing authority, except as otherwise expressly provided by applicable law.

No person shall commence employment in a paid firefighter position until the Governing Body has adopted a resolution making the appointment.

The resolution of appointment shall identify the appointee, position, compensation, effective date and such other terms as the Governing Body determines appropriate.

The Fire Chief shall have no independent authority to appoint any person to a paid firefighter position.

The Fire Chief may recommend qualified candidates for appointment and may participate in the recruitment, screening and evaluation process as directed by the Governing Body.

All appointments shall be made in accordance with all applicable provisions of State law, including any statutory eligibility requirements, preferences, priorities, residency requirements, veterans' preferences, age requirements, examination requirements, civil service requirements, if applicable, and provisions governing appointments to part-paid fire departments.

Nothing in this section shall be construed to authorize the Governing Body to make an appointment in a manner inconsistent with mandatory State law.

SECTION 9. APPOINTMENT OF VOLUNTEER FIREFIGHTERS

Volunteer firefighters shall be appointed to membership in the municipal Fire Department in accordance with applicable State law and Borough policy.

The Governing Body may require that appointments of volunteer firefighters also be made by resolution.

No volunteer firefighter shall be permitted to participate in Department operations until the person has satisfied all applicable qualification, training, background, medical and other

requirements established by law, ordinance or Department policy.

SECTION 10. DUAL STATUS OF PAID AND VOLUNTEER FIREFIGHTERS

A person may, where permitted by law and authorized by the Borough, serve both as a volunteer firefighter and as a part-time paid per diem firefighter.

When a person is working an authorized paid shift or otherwise performing services in the person's capacity as a paid municipal firefighter, the person shall be considered a municipal employee for purposes applicable to that employment.

When the same person is performing authorized volunteer firefighting services outside the person's paid employment, the person shall retain the status and protections applicable to a volunteer firefighter under State law.

The Fire Chief shall establish reasonable procedures for distinguishing paid assignments from volunteer activities for purposes of scheduling, payroll, timekeeping, workers' compensation, insurance, reporting and other administrative matters.

Nothing in this section shall be construed to waive, limit or expand any statutory benefit, protection or status applicable to a paid or volunteer firefighter.

SECTION 11. COMPENSATION

The compensation of part-time paid per diem firefighters shall be established by the Borough Council through the annual salary ordinance, collective negotiations agreement, resolution or other lawful action, as applicable.

No compensation shall be paid to a part-time paid per diem firefighter except for authorized services performed in accordance with Borough policy and applicable law.

Volunteer firefighters shall not receive wages or salary for their service as volunteer firefighters except as otherwise expressly authorized by State law, Borough ordinance or duly adopted resolution.

Nothing in this section shall prevent the Borough from providing lawful benefits, reimbursements, awards or other authorized compensation to volunteer firefighters.

SECTION 12. WORK SCHEDULES

The Fire Chief shall establish the work schedules and assignments for part-time paid per diem firefighters based upon the operational needs of the Department.

Schedules shall be established subject to:

A. The annual municipal budget;

B. Available appropriations;

C. The maximum number of authorized positions;

D. Applicable State and federal wage and hour laws;

E. Any applicable collective negotiations agreement; and

F. Policies and directives established by the Mayor and Borough Council.

The Fire Chief may modify schedules and assignments as reasonably necessary to maintain adequate emergency response coverage.

SECTION 13. CHAIN OF COMMAND

The Fire Chief shall have direct operational supervision of all firefighters assigned to the Department.

All part-time paid per diem firefighters shall report directly to the Fire Chief for purposes of operational supervision, scheduling, assignments, training, performance and Department operations.

When the Fire Chief is not present, the highest-ranking authorized Department officer present shall exercise operational command in accordance with the Department's established chain of command and standard operating procedures.

Nothing in this section shall limit the statutory or administrative authority of the Mayor, Borough Council or other duly authorized municipal officials.

SECTION 14. QUALIFICATIONS

All paid and volunteer firefighters shall meet all minimum qualifications established by applicable State law, regulation and Borough policy.

The Fire Chief shall be responsible for verifying and maintaining records concerning required certifications, training and qualifications of Department members.

No member shall perform an assignment requiring a certification, license or qualification that the member does not possess.

SECTION 15. TRAINING

All Department members shall participate in such training as is required by applicable law, regulation, recognized fire-service standards, Borough policy or the Fire Chief.

The Fire Chief shall establish a training program designed to maintain the operational readiness and safety of Department members.

Training requirements may differ between volunteer and part-time paid firefighters when permitted by law and when based upon their respective duties and assignments.

SECTION 16. DEPARTMENT RULES AND REGULATIONS

The Fire Chief shall prepare and maintain rules, regulations, standard operating guidelines and/or standard operating procedures governing the operation of the Department.

Such rules may address:

A. Emergency response;

B. Fireground operations;

C. Chain of command;

D. Training;

E. Staffing;

F. Scheduling;

G. Apparatus operation;

H. Equipment use;

I. Personal protective equipment;

J. Communications;

K. Attendance;

L. Conduct;

M. Discipline;

N. Mutual aid;

O. Safety;

P. Incident reporting; and

Q. Other matters necessary for the efficient and safe operation of the Department.

All rules and regulations shall be consistent with State law, Borough ordinances, resolutions and applicable collective negotiations agreements.

SECTION 17. DISCIPLINE

All Department members shall be subject to applicable laws, ordinances, Department rules and regulations, and lawful orders of the Fire Chief and other authorized municipal officials.

Disciplinary action against paid municipal employees shall be imposed in accordance with applicable law, Borough personnel policies, collective negotiations agreements, civil service requirements, if applicable, and other applicable authority.

Disciplinary action against volunteer firefighters shall be imposed in accordance with applicable law and duly adopted Department rules and regulations.

Nothing herein shall be construed to confer upon the Fire Chief authority to terminate the employment of a paid firefighter where such authority is reserved to the Governing Body or another appointing authority by law.

SECTION 18. MUTUAL AID

The Fire Department may participate in mutual aid and automatic aid agreements with neighboring municipalities, fire departments, fire districts, counties, State agencies and other governmental or emergency-service organizations in accordance with applicable law and duly authorized agreements.

Department personnel responding pursuant to mutual aid shall operate under the incident command structure applicable to the emergency.

SECTION 19. OWNERSHIP OF FIRE APPARATUS, VEHICLES AND EQUIPMENT

A. **Borough Ownership.** All fire apparatus, emergency vehicles, motor vehicles and other vehicles acquired, purchased or otherwise obtained by the Borough for use by the Fire Department shall be owned by the Borough of Rocky Hill.

B. **Titles and Registrations.** All certificates of title, registrations and other ownership documents for Fire Department vehicles and apparatus shall be maintained in the name of the Borough of Rocky Hill, unless otherwise required by applicable law.

C. **Retention of Title.** The Borough shall retain all legal title and ownership interests in Fire Department vehicles and apparatus. No Fire Department officer, employee, volunteer firefighter, volunteer fire organization or other person shall acquire any ownership interest in Borough-owned vehicles or apparatus by virtue of their use, operation, maintenance, housing or service.

D. **Custody and Operational Control.** Physical custody and operational control of Fire Department vehicles and apparatus shall be exercised in accordance with Borough policies and the direction of the Fire Chief. Operational control shall not transfer ownership or title from the Borough.

E. **Equipment.** All firefighting equipment, tools, radios, personal protective equipment, breathing apparatus, medical and rescue equipment, supplies and other property purchased or

otherwise acquired by the Borough for use by the Fire Department shall be the property of the Borough.

F. **Disposition.** No Fire Department vehicle, apparatus, equipment or other Borough property shall be sold, transferred, donated, traded, scrapped or otherwise disposed of except by action authorized by the Governing Body and in accordance with applicable law.

G. **Use by Volunteers.** Nothing in this section shall prevent the Borough from permitting volunteer firefighters to operate, house, maintain or otherwise use Borough-owned vehicles, apparatus or equipment for authorized Fire Department purposes. Such use shall not constitute a transfer of title or ownership.

SECTION 20. MAINTENANCE OF APPARATUS AND EQUIPMENT

The Fire Chief shall be responsible for ensuring that Department apparatus, vehicles and equipment are properly maintained, inspected and kept in operational condition.

The Fire Chief shall establish appropriate inspection and maintenance procedures and shall promptly report significant deficiencies, damage or unsafe conditions to the appropriate municipal official.

No Department member shall operate apparatus or equipment that the member knows or reasonably should know is unsafe or not properly authorized for use.

SECTION 21. INSURANCE AND RISK MANAGEMENT

A. **Municipal Insurance Coverage.** The Borough of Rocky Hill shall maintain insurance coverage, subject to applicable law, available appropriations and the terms, conditions, exclusions and limits of the Borough's insurance policies and risk-management program, for the protection of the Borough, the Rocky Hill Borough Fire Department, its officers, employees and volunteer firefighters in connection with the lawful performance of their official duties.

B. **Workers' Compensation Coverage.** The Borough shall provide workers' compensation coverage for its paid municipal firefighters in accordance with applicable law. The Borough shall also provide workers' compensation or other statutorily required compensation coverage for volunteer firefighters to the extent required by New Jersey law.

C. **Fire Apparatus and Vehicles.** The Borough shall maintain appropriate insurance coverage for Borough-owned or Borough-controlled fire apparatus, emergency vehicles and other vehicles assigned to or used by the Fire Department, including liability coverage arising from their ownership, maintenance or operation, subject to the terms and conditions of the Borough's applicable insurance policies.

D. **Fire Department Equipment.** The Borough shall maintain appropriate insurance coverage for Borough-owned or Borough-controlled firefighting equipment, tools, apparatus and other property assigned to the Fire Department, subject to the terms and conditions of the Borough's

applicable insurance policies.

E. **Liability Coverage.** The Borough shall maintain such liability coverage as the Governing Body determines to be necessary or appropriate for the protection of the Borough, the Fire Department, its officers, employees and volunteer firefighters arising from the lawful performance of their official duties, subject to the New Jersey Tort Claims Act and other applicable law.

F. **Volunteer Firefighters.** Nothing in this section shall be construed to limit or waive any insurance, workers' compensation, death, disability, medical or other statutory benefit to which a volunteer firefighter may be entitled under New Jersey law.

G. **Dual Status.** The fact that an individual may serve both as a part-time paid municipal firefighter and as a volunteer firefighter shall not, by itself, constitute a waiver of any statutory insurance or workers' compensation protection otherwise applicable to that individual. Coverage shall be determined in accordance with the individual's status, activity and applicable law at the time of the incident.

H. **Risk Management.** The Fire Chief shall cooperate with the Borough Administrator, Chief Financial Officer, Risk Manager, insurance carrier, joint insurance fund and/or other appropriate municipal representatives in maintaining records and implementing reasonable procedures necessary to maintain appropriate insurance coverage for Department personnel, apparatus, vehicles, equipment and operations.

I. **No Expansion of Coverage.** Nothing contained in this section shall be construed to create insurance coverage beyond that provided under the Borough's applicable insurance policies or beyond coverage required by law, or to waive any policy exclusion, limitation, deductible, self-insured retention or other applicable policy provision.

J. **Appropriations.** The costs of insurance premiums, deductibles, self-insured retentions and other authorized insurance-related expenses shall be paid from funds duly appropriated by the Borough in accordance with applicable law.

SECTION 22. INDEMNIFICATION AND DEFENSE

To the extent provided by applicable law and subject to the New Jersey Tort Claims Act, the Borough shall provide defense and indemnification to its officers, employees and authorized volunteer firefighters for acts or omissions occurring in the lawful performance of their official duties on behalf of the Borough.

Nothing herein shall be construed to expand the Borough's liability beyond that provided by applicable law or to waive any immunity, defense, limitation, notice requirement or other protection available to the Borough or its officers, employees or volunteers under the New Jersey Tort Claims Act, the New Jersey Charitable Immunity Act, or any other applicable law.

SECTION 23. BUDGET AND APPROPRIATIONS

The Fire Department shall be funded through appropriations authorized by the Governing Body through the annual municipal budget or other lawful appropriation.

Nothing in this ordinance shall be construed to create an obligation on the part of the Borough to expend funds beyond those duly appropriated.

The Fire Chief shall submit to the Borough Administrator and/or Governing Body proposed annual operating and capital requirements for the Department in accordance with the Borough's established budget procedures.

SECTION 24. RELATIONSHIP TO OTHER MUNICIPAL OFFICES AND DEPARTMENTS

Nothing contained in this ordinance shall be construed to transfer or alter any statutory authority or responsibility vested in the Borough Fire Official, Fire Prevention Official, Construction Official, Zoning Officer, Office of Emergency Management, Police Department, Emergency Medical Services or any other municipal officer, department or agency.

The Fire Department shall cooperate with all such officials and departments in the performance of their respective lawful duties.

SECTION 25. EMERGENCY MANAGEMENT

The Fire Department shall cooperate with the Borough's Office of Emergency Management and other emergency-service agencies during emergencies, disasters and other incidents.

The Department shall operate within the Borough's emergency-management and incident-command structure when applicable.

SECTION 26. RECORDS AND REPORTING

The Fire Chief shall maintain appropriate records concerning the operation of the Fire Department, including, as applicable:

A. Emergency responses;

B. Fire and incident reports;

C. Training records;

D. Certifications and qualifications;

E. Apparatus and equipment inspections;

F. Maintenance records;

G. Paid firefighter schedules and time records;

H. Personnel records as required by law and Borough policy; and

I. Such other records as may be required by law or the Governing Body.

All records shall be maintained and disclosed in accordance with applicable law, including applicable public-records and personnel-record requirements.

SECTION 27. ANNUAL INDEPENDENT FINANCIAL AUDIT

A. **Annual Audit Required.** The Borough of Rocky Hill shall cause an annual financial audit of the Rocky Hill Borough Fire Department to be conducted by an independent outside accounting or auditing firm having appropriate qualifications and experience in governmental or municipal financial auditing.

B. **Independence.** The firm conducting the audit shall be independent of the Fire Department and shall have no financial, employment or other relationship that would create an actual or apparent conflict of interest with the Borough, the Fire Department, the Fire Chief, Department officers, employees or volunteer members.

C. **Scope of Audit.** The annual audit shall examine, as applicable, the financial activities, expenditures, revenues, assets, liabilities, accounts, purchasing, payroll, compensation, grants, donations, fundraising proceeds, equipment purchases and other financial transactions associated with the Fire Department and its operations.

D. **Department and Borough Records.** The Fire Chief and all Department personnel shall cooperate fully with the independent auditor and shall provide timely access to records, invoices, receipts, purchase orders, payroll records, bank records, inventory records, equipment records and other documents reasonably requested by the auditor.

E. **Report to Governing Body.** Upon completion of the audit, the independent auditor shall provide a written report of its findings to the Mayor and Borough Council. The report shall identify any material findings, irregularities, deficiencies, recommendations for corrective action, or other matters that the auditor determines should be brought to the attention of the Governing Body.

F. **Public Availability.** The final audit report shall be maintained as a municipal record and shall be made available for public inspection and disclosure to the extent required by applicable law.

G. **Corrective Action.** The Fire Chief, Borough Administrator, Chief Financial Officer and other appropriate municipal officials shall cooperate in addressing any deficiencies or recommendations identified by the independent auditor. The Governing Body may require a written corrective-action plan and periodic reports concerning the implementation of such corrective action.

H. **Cost of Audit.** The cost of the annual independent audit shall be paid from funds duly appropriated in the fire department budget for that purpose.

I. **Relationship to Municipal Audit.** The independent Fire Department audit required by this section is intended to supplement, and shall not replace, any annual municipal audit or other audit, examination or financial reporting requirement imposed upon the Borough by New Jersey law.

SECTION 28. COMPLIANCE WITH STATE AND FEDERAL LAW

The Fire Department and all members thereof shall comply with all applicable provisions of New Jersey and federal law and regulations governing municipal fire departments, firefighters, fire protection, training, employment, compensation, benefits, pensions, safety and emergency response.

Nothing in this ordinance shall be construed to supersede or waive any mandatory provision of State or federal law.

In the event of a conflict between this ordinance and mandatory State or federal law, the applicable law shall control.

SECTION 29. NO WAIVER OF STATUTORY RIGHTS OR REQUIREMENTS

Nothing in this ordinance shall be construed to waive, diminish or supersede any statutory right, preference, qualification, appointment requirement, referendum requirement, employment protection, workers' compensation protection, pension right, insurance benefit or other protection applicable to any firefighter under New Jersey law.

Where applicable State law imposes a specific requirement concerning the appointment of members of a part-paid fire department, such requirement shall control.

SECTION 30. SEVERABILITY

If any section, subsection, paragraph, sentence, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall not affect the remaining provisions of this ordinance, which shall remain in full force and effect.

SECTION 31. REPEAL OF INCONSISTENT PROVISIONS

All ordinances, code provisions, resolutions or parts thereof inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Nothing herein shall be construed to repeal or impair any existing provision governing volunteer firefighters except to the extent expressly inconsistent with this ordinance.

SECTION 32. CODIFICATION

This ordinance shall be incorporated into the Code of the Borough of Rocky Hill as a new chapter or section entitled **"Fire Department."**

The Borough Clerk and/or municipal codifier is authorized to make such technical, nonsubstantive and numbering changes as may be necessary to incorporate this ordinance into the Borough Code.

SECTION 33. EFFECTIVE DATE

This ordinance shall take effect upon final passage and publication in accordance with law.

ATTEST:
APPROVED:

By: _____
Rebecca P. Newman, Borough Clerk

By: _____
Robert Uhrik, Mayor

BOROUGH COUNCIL OF ROCKY HILL
SOMERSET COUNTY
ORDINANCE O-8-2026

AN ORDINANCE CREATING CHAPTER 97 OF THE CODE OF THE BOROUGH OF ROCKY HILL TITLED "EMERGENCY MANAGEMENT", ESTABLISHING THE OFFICE OF EMERGENCY MANAGEMENT OF THE BOROUGH OF ROCKY HILL, AND PROVIDING FOR THE ORGANIZATION, OPERATION, ADMINISTRATION AND FUNDING THEREOF

WHEREAS, the Borough of Rocky Hill is a municipal corporation organized and existing pursuant to the laws of the State of New Jersey; and

WHEREAS, the New Jersey Civilian Defense and Disaster Control Act, P.L. 1953, c. 438, as amended, establishes a statewide system for emergency management and provides for municipal emergency management coordinators and emergency management organizations; and

WHEREAS, N.J.S.A. Appendix A:9-40.1 requires every municipality to have a Municipal Emergency Management Coordinator and establishes the appointment, term and training requirements for such Coordinator; and

WHEREAS, N.J.S.A. Appendix A:9-40.3 provides for the appointment of a Deputy Municipal Emergency Management Coordinator by the Municipal Emergency Management Coordinator with the approval of the Mayor; and

WHEREAS, N.J.S.A. Appendix A:9-40.4 provides that the Municipal Emergency Management Coordinator shall be responsible for the planning, activation, coordination and conduct of emergency management operations within the municipality; and

WHEREAS, the Mayor and Borough Council recognize the importance of maintaining an organized and effective municipal emergency management program for the protection of the residents, property and resources of the Borough of Rocky Hill; and

WHEREAS, the Borough currently maintains an Office of Emergency Management and

desires to formally establish and codify the Office and its functions; and

WHEREAS, the Mayor and Borough Council desire to provide a clear organizational structure for emergency preparedness, mitigation, response, recovery and continuity of government activities within the Borough;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

SECTION 1. ESTABLISHMENT OF OFFICE OF EMERGENCY MANAGEMENT

There is hereby established within the Borough of Rocky Hill an office to be known as the:

BOROUGH OF ROCKY HILL OFFICE OF EMERGENCY MANAGEMENT

The Office of Emergency Management shall be the municipal organization responsible for coordinating the Borough's emergency management program.

The Office shall operate in accordance with applicable federal and State laws, regulations, executive orders, directives of the New Jersey State Office of Emergency Management, Somerset County emergency management requirements, and ordinances and resolutions of the Borough.

The Office shall coordinate, as appropriate, with the Mayor and Borough Council, Borough departments, emergency service organizations, Somerset County, the State of New Jersey, neighboring municipalities and other governmental and nongovernmental organizations involved in emergency management.

SECTION 2. MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR

There shall be a Municipal Emergency Management Coordinator for the Borough of Rocky Hill.

The Municipal Emergency Management Coordinator shall be appointed by the Mayor and confirmed by Resolution of the Governing Body and shall serve in accordance with N.J.S.A. Appendix A:9-40.1 and all other applicable State law.

The Coordinator shall serve for the term established by State law, currently three (3) years, subject to applicable qualification, training, removal and other statutory requirements.

The Coordinator shall be responsible for the planning, activation, coordination and conduct of emergency management operations within the Borough as provided by N.J.S.A. Appendix A:9-40.4 and other applicable law.

Nothing in this ordinance shall be construed to alter or supersede the statutory appointment authority of the Mayor or the statutory powers and duties of the Municipal Emergency Management Coordinator.

SECTION 3. QUALIFICATIONS AND TRAINING OF COORDINATOR

The Municipal Emergency Management Coordinator shall satisfy all qualifications and training requirements established by applicable New Jersey law and directives of the New Jersey State Office of Emergency Management.

The Coordinator shall complete and maintain all required emergency management training and certifications within the time periods established by law or State directive.

A Coordinator who fails to satisfy mandatory statutory training requirements shall be subject to the consequences established by applicable law.

SECTION 4. DEPUTY EMERGENCY MANAGEMENT COORDINATOR

There shall be a Deputy Emergency Management Coordinator for the Borough of Rocky Hill.

The Deputy Emergency Management Coordinator shall assist the Municipal Emergency Management Coordinator in the administration and operation of the Borough's emergency management program.

The Deputy shall act in the absence, incapacity or unavailability of the Municipal Emergency Management Coordinator to the extent authorized by law and by the Coordinator.

The Deputy Emergency Management Coordinator shall be appointed by the Municipal Emergency Management Coordinator with the approval of the Mayor and by resolution of the governing Body in accordance with N.J.S.A. Appendix A:9-40.3.

Wherever practicable and consistent with applicable law, consideration shall be given to appointing the Deputy from among salaried officers or employees of the Borough.

The Deputy shall perform such duties as may be assigned by the Municipal Emergency Management Coordinator consistent with applicable law and Borough policy.

SECTION 5. MUNICIPAL EMPLOYMENT AND ADMINISTRATIVE AUTHORITY

Except where a specific appointment or other authority is vested by State law in the Mayor, Municipal Emergency Management Coordinator or another official, the Borough Council shall retain authority over municipal employment and administrative matters relating to positions established pursuant to this chapter.

Such matters shall include, as applicable:

A. Establishment and authorization of positions;

B. Compensation and stipends;

C. Appropriations;

D. Payroll administration;

E. Personnel policies;

F. Insurance and risk management;

G. Municipal employee benefits;

H. Personnel records;

I. Leave administration;

J. Employment-related disciplinary matters to the extent permitted by law;

K. Termination or removal from municipal employment where authority is vested in the Governing Body; and

L. Other municipal employment functions lawfully exercised by the Governing Body.

Nothing in this section shall be construed to interfere with the statutory appointment authority of the Mayor or Municipal Emergency Management Coordinator.

SECTION 6. DUTIES OF MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR

The Municipal Emergency Management Coordinator shall be responsible for planning, activating, coordinating and conducting emergency management operations within the Borough.

The Coordinator's duties shall include, but shall not be limited to:

A. Developing, maintaining and periodically reviewing the Borough's Emergency Operations Plan;

B. Coordinating emergency preparedness, mitigation, response and recovery activities;

C. Coordinating the Borough's emergency management program with Somerset County and the New Jersey State Office of Emergency Management;

D. Coordinating emergency response resources among Borough departments and agencies;

E. Maintaining procedures for activation of the Emergency Operations Center;

F. Coordinating emergency communications and public warning systems;

G. Coordinating emergency shelters, evacuation procedures and emergency transportation

resources;

H. Coordinating mutual aid and assistance from other municipalities and governmental agencies;

I. Coordinating emergency management exercises and drills;

J. Maintaining appropriate emergency management records;

K. Coordinating hazard mitigation planning;

L. Identifying emergency management resources and capabilities;

M. Assisting with emergency management grants and funding opportunities;

N. Coordinating emergency response and recovery activities following disasters or other emergencies;

O. Assisting the Mayor and Borough Council in emergency preparedness and continuity-of-government planning;

P. Coordinating with the Borough Police Department, Fire Department, Emergency Medical Services, Public Works Department and other municipal agencies;

Q. Complying with applicable National Incident Management System requirements;

R. Complying with applicable directives of the New Jersey State Office of Emergency Management;

S. Submitting required reports to County and State emergency management authorities; and

T. Performing such other lawful duties as may be assigned by the Mayor or as required by State law.

SECTION 7. LOCAL EMERGENCY MANAGEMENT COUNCIL

The Municipal Emergency Management Coordinator shall establish and coordinate the Borough's Local Emergency Management Council in accordance with applicable State law.

The Local Emergency Management Council shall include such municipal officials, department heads, emergency-service representatives and other persons as may be appropriate.

The Council shall assist in the development, review and implementation of the Borough's emergency management program and Emergency Operations Plan.

SECTION 8. EMERGENCY OPERATIONS PLAN

The Municipal Emergency Management Coordinator shall develop, maintain and periodically review a comprehensive Emergency Operations Plan for the Borough.

The Emergency Operations Plan shall be consistent with applicable State and County emergency management requirements and shall address, as appropriate:

A. Emergency notification and warning;

B. Emergency communications;

C. Emergency Operations Center activation;

D. Evacuation;

E. Sheltering;

F. Search and rescue;

G. Fire and emergency response;

H. Emergency medical services;

I. Public works and infrastructure;

J. Public information;

K. Continuity of government;

L. Resource management;

M. Mutual aid;

N. Hazardous materials incidents;

O. Severe weather;

P. Public health emergencies;

Q. Damage assessment;

R. Recovery operations;

S. Debris management;

T. Emergency procurement;

U. Critical infrastructure protection; and

V. Other hazards identified through the Borough's emergency management planning process.

SECTION 9. EMERGENCY OPERATIONS CENTER

The Borough shall maintain an Emergency Operations Center or other designated facility capable of supporting municipal emergency management operations.

The Municipal Emergency Management Coordinator shall establish procedures governing activation, staffing, operation and demobilization of the Emergency Operations Center.

The Emergency Operations Center shall be activated when deemed necessary by the Coordinator, Mayor or other official authorized by law or the Borough's Emergency Operations Plan.

SECTION 10. EMERGENCY ACTIVATION AND LOCAL DISASTER EMERGENCY

Upon the occurrence or imminent threat of an emergency, the Municipal Emergency Management Coordinator shall take such actions as are authorized by applicable State law and the Borough's Emergency Operations Plan.

The Coordinator shall have such authority to proclaim a local state of disaster emergency and exercise such emergency powers as are granted by applicable State law.

Nothing in this ordinance shall limit or diminish the independent emergency powers of the Mayor or any other official granted authority by law.

SECTION 11. INCIDENT COMMAND AND OPERATIONAL COORDINATION

The Office of Emergency Management shall coordinate emergency management activities with the incident command structure established for individual emergencies.

Police, fire, emergency medical services, public works and other operational agencies shall retain their respective statutory responsibilities and operational authorities.

The Office of Emergency Management shall provide overall emergency management coordination and resource coordination consistent with State law, the Borough's Emergency Operations Plan and the Incident Command System.

SECTION 12. ANNUAL BUDGET SUBMISSION

The Municipal Emergency Management Coordinator shall prepare and submit an annual proposed budget for the Office of Emergency Management to the Borough Council in accordance with the Borough's annual budget process.

The proposed budget shall identify anticipated expenditures, including, as applicable:

A. Compensation and stipends;

B. Training and certification;

C. Emergency planning;

D. Emergency equipment and supplies;

E. Communications equipment;

F. Emergency Operations Center requirements;

G. Emergency sheltering and evacuation resources;

H. Emergency management software and technology;

I. Exercises and drills;

J. Public education and preparedness;

K. Maintenance and replacement of emergency management equipment;

L. Grant-funded programs and matching requirements; and

M. Other anticipated emergency management expenditures.

Submission of a proposed budget shall not constitute an appropriation or create an obligation on the part of the Borough to fund any requested expenditure.

All expenditures shall be subject to lawful appropriation and applicable municipal purchasing and financial procedures.

SECTION 13. INSURANCE AND RISK MANAGEMENT

The Borough shall provide and maintain appropriate insurance coverage for the Municipal Emergency Management Coordinator, Deputy Emergency Management Coordinator and other authorized municipal emergency management personnel, subject to applicable law and the terms, conditions, exclusions, limits and deductibles of the Borough's insurance program.

The Borough shall maintain workers' compensation, liability and other insurance coverage required by law or determined appropriate by the Governing Body.

Nothing in this section shall be construed to create insurance coverage beyond that provided by the Borough's applicable insurance policies or required by law.

SECTION 14. MUNICIPAL PROPERTY AND EQUIPMENT

All emergency management equipment, vehicles, trailers, generators, radios, communications equipment, computers, emergency supplies and other property purchased or otherwise acquired by the Borough for the Office of Emergency Management shall be the property of the Borough.

All certificates of title and registrations for Borough-owned emergency management vehicles requiring registration shall be maintained in the name of the Borough of Rocky Hill.

No officer, employee, coordinator, volunteer or other person shall acquire an ownership interest in Borough emergency management property by virtue of its use, possession, maintenance or operation.

No Borough emergency management property shall be sold, transferred, donated, traded, scrapped or otherwise disposed of except as authorized by the Governing Body and applicable law.

SECTION 15. PURCHASING AND EXPENDITURES

All purchases and expenditures of the Office of Emergency Management shall comply with applicable New Jersey public purchasing laws, Borough ordinances, purchasing policies, financial controls and appropriation requirements.

The Municipal Emergency Management Coordinator shall not obligate the Borough to expend funds except as authorized by law and within duly appropriated funds.

Emergency purchases may be made in accordance with applicable law and Borough emergency purchasing procedures.

SECTION 16. GRANTS AND OUTSIDE FUNDING

The Municipal Emergency Management Coordinator may identify and recommend applications for federal, State, County or other emergency management grants and funding opportunities.

Applications for grants or other outside funding shall be submitted in accordance with Borough procedures and shall require such approvals as may be required by law or Borough policy.

All grant funds received by the Borough shall be administered through the Borough's established financial system and shall be subject to applicable grant requirements and municipal financial controls.

SECTION 17. TRAINING AND EXERCISES

The Office of Emergency Management shall conduct or participate in emergency

management training, exercises and drills as required by applicable law, State directives and Borough policy.

The Office shall coordinate periodic exercises designed to test the Borough's emergency plans, communications systems, response procedures and interdepartmental coordination.

Exercise results shall be evaluated and, where appropriate, incorporated into revisions of the Borough's emergency management plans and procedures.

SECTION 18. COORDINATION WITH MUNICIPAL DEPARTMENTS

All Borough departments, offices and agencies shall cooperate with the Office of Emergency Management in the development and implementation of emergency management plans and procedures.

The Office shall coordinate, as appropriate, with:

A. The Mayor and Borough Council;

B. The Borough Administrator;

C. The Police Department;

D. The Fire Department;

E. Emergency Medical Services;

F. The Public Works Department;

G. The Construction Official;

H. The Fire Official;

I. The Municipal Clerk;

J. The Finance Department;

K. Somerset County emergency management authorities; and

L. State and federal emergency management agencies.

SECTION 19. MUTUAL AID AND INTERGOVERNMENTAL COOPERATION

The Office of Emergency Management may coordinate mutual aid and emergency management activities with neighboring municipalities, Somerset County, the State of New Jersey, federal agencies and other governmental or nongovernmental emergency response organizations.

Any formal agreement requiring Governing Body approval shall be submitted to the Governing Body for consideration and approval.

SECTION 20. RECORDS AND REPORTING

The Municipal Emergency Management Coordinator shall maintain appropriate records concerning the activities and operations of the Office of Emergency Management.

Records shall include, as applicable:

A. Emergency management plans;

B. Training records;

C. Exercise records;

D. Emergency response records;

E. Equipment inventories;

F. Grant records;

G. Budget and expenditure records;

H. Mutual aid agreements;

I. Emergency resource inventories;

J. Reports required by County or State emergency management authorities; and

K. Other records required by law or Borough policy.

All records shall be maintained and disclosed in accordance with applicable law.

SECTION 21. LIABILITY AND INDEMNIFICATION

To the extent provided by applicable law and subject to the New Jersey Tort Claims Act and other applicable statutes, the Borough shall provide defense and indemnification to its officers, employees and authorized emergency management personnel for acts or omissions occurring in the lawful performance of their official duties on behalf of the Borough.

Nothing herein shall be construed to expand the Borough's liability beyond that provided by applicable law or to waive any immunity, defense, limitation, notice requirement or other protection available to the Borough or its officers, employees or authorized personnel.

SECTION 22. STATE AND COUNTY COORDINATION

The Office of Emergency Management shall operate in coordination with the Somerset County Office of Emergency Management and the New Jersey State Office of Emergency Management.

The Office shall comply with applicable State emergency management directives and requirements.

Nothing in this ordinance shall diminish the authority of the Governor, State Director of Emergency Management, County Emergency Management Coordinator, Mayor or other governmental official as established by applicable law.

SECTION 23. COMPLIANCE WITH STATE AND FEDERAL LAW

The Office of Emergency Management and all persons acting under its authority shall comply with all applicable federal and State laws, regulations, executive orders, emergency management directives and Borough ordinances and resolutions.

Where a provision of this ordinance conflicts with a mandatory provision of State or federal law, the applicable law shall control.

SECTION 24. NO TRANSFER OF STATUTORY AUTHORITY

Nothing in this ordinance shall be construed to transfer, diminish or supersede any authority specifically vested by State law in the Mayor, Municipal Emergency Management Coordinator, Deputy Emergency Management Coordinator, County Emergency Management Coordinator, State Director of Emergency Management or other governmental official.

SECTION 25. PRIOR OEM SPECIALIST POSITION

The Office of Emergency Management Specialist position previously established by Borough Ordinance No. 1-2015 and repealed by Borough Ordinance No. 2-2017 is not recreated by this ordinance.

This ordinance establishes and codifies the Office of Emergency Management and its current organizational structure, including the Municipal Emergency Management Coordinator and Deputy Emergency Management Coordinator, consistent with applicable State law.

SECTION 26. SEVERABILITY

If any section, subsection, paragraph, sentence, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall not affect the remaining provisions of this ordinance, which shall remain in full force and effect.

SECTION 27. REPEAL OF INCONSISTENT PROVISIONS

All ordinances, code provisions, resolutions or parts thereof inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 28. CODIFICATION

This ordinance shall be incorporated into the Code of the Borough of Rocky Hill as a new chapter entitled:

CHAPTER 97 — EMERGENCY MANAGEMENT

The Borough Clerk and/or municipal codifier is authorized to make such technical, nonsubstantive and numbering changes as may be necessary to incorporate this ordinance into the Borough Code.

SECTION 29. EFFECTIVE DATE

This ordinance shall take effect upon final passage and publication in accordance with law.

WHEREAS, the Borough of Rocky Hill is a municipal corporation organized and existing pursuant to the laws of the State of New Jersey; and

WHEREAS, the New Jersey Civilian Defense and Disaster Control Act, P.L. 1953, c. 438, as amended, establishes a statewide system for emergency management and provides for municipal emergency management coordinators and emergency management organizations; and

WHEREAS, N.J.S.A. Appendix A:9-40.1 requires every municipality to have a Municipal Emergency Management Coordinator and establishes the appointment, term and training requirements for such Coordinator; and

WHEREAS, N.J.S.A. Appendix A:9-40.3 provides for the appointment of a Deputy Municipal Emergency Management Coordinator by the Municipal Emergency Management Coordinator with the approval of the Mayor; and

WHEREAS, N.J.S.A. Appendix A:9-40.4 provides that the Municipal Emergency Management Coordinator shall be responsible for the planning, activation, coordination and conduct of emergency management operations within the municipality; and

WHEREAS, the Mayor and Borough Council recognize the importance of maintaining an organized and effective municipal emergency management program for the protection of the residents, property and resources of the Borough of Rocky Hill; and

WHEREAS, the Borough currently maintains an Office of Emergency Management and desires

to formally establish and codify the Office and its functions; and

WHEREAS, the Mayor and Borough Council desire to provide a clear organizational structure for emergency preparedness, mitigation, response, recovery and continuity of government activities within the Borough;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

SECTION 1. ESTABLISHMENT OF OFFICE OF EMERGENCY MANAGEMENT

There is hereby established within the Borough of Rocky Hill an office to be known as the:

BOROUGH OF ROCKY HILL OFFICE OF EMERGENCY MANAGEMENT

The Office of Emergency Management shall be the municipal organization responsible for coordinating the Borough's emergency management program.

The Office shall operate in accordance with applicable federal and State laws, regulations, executive orders, directives of the New Jersey State Office of Emergency Management, Somerset County emergency management requirements, and ordinances and resolutions of the Borough.

The Office shall coordinate, as appropriate, with the Mayor and Borough Council, Borough departments, emergency service organizations, Somerset County, the State of New Jersey, neighboring municipalities and other governmental and nongovernmental organizations involved in emergency management.

SECTION 2. MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR

There shall be a Municipal Emergency Management Coordinator for the Borough of Rocky Hill.

The Municipal Emergency Management Coordinator shall be appointed by the Mayor and confirmed by Resolution of the Governing Body and shall serve in accordance with N.J.S.A. Appendix A:9-40.1 and all other applicable State law.

The Coordinator shall serve for the term established by State law, currently three (3) years, subject to applicable qualification, training, removal and other statutory requirements.

The Coordinator shall be responsible for the planning, activation, coordination and conduct of emergency management operations within the Borough as provided by N.J.S.A. Appendix A:9-40.4 and other applicable law.

Nothing in this ordinance shall be construed to alter or supersede the statutory appointment authority of the Mayor or the statutory powers and duties of the Municipal Emergency Management Coordinator.

SECTION 3. QUALIFICATIONS AND TRAINING OF COORDINATOR

The Municipal Emergency Management Coordinator shall satisfy all qualifications and training requirements established by applicable New Jersey law and directives of the New Jersey State Office of Emergency Management.

The Coordinator shall complete and maintain all required emergency management training and certifications within the time periods established by law or State directive.

A Coordinator who fails to satisfy mandatory statutory training requirements shall be subject to the consequences established by applicable law.

SECTION 4. DEPUTY EMERGENCY MANAGEMENT COORDINATOR

There shall be a Deputy Emergency Management Coordinator for the Borough of Rocky Hill.

The Deputy Emergency Management Coordinator shall assist the Municipal Emergency Management Coordinator in the administration and operation of the Borough's emergency management program.

The Deputy shall act in the absence, incapacity or unavailability of the Municipal Emergency Management Coordinator to the extent authorized by law and by the Coordinator.

The Deputy Emergency Management Coordinator shall be appointed by the Municipal Emergency Management Coordinator with the approval of the Mayor and by resolution of the governing Body in accordance with N.J.S.A. Appendix A:9-40.3.

Wherever practicable and consistent with applicable law, consideration shall be given to appointing the Deputy from among salaried officers or employees of the Borough.

The Deputy shall perform such duties as may be assigned by the Municipal Emergency Management Coordinator consistent with applicable law and Borough policy.

SECTION 5. MUNICIPAL EMPLOYMENT AND ADMINISTRATIVE AUTHORITY

Except where a specific appointment or other authority is vested by State law in the Mayor, Municipal Emergency Management Coordinator or another official, the Borough Council shall retain authority over municipal employment and administrative matters relating to positions established pursuant to this chapter.

Such matters shall include, as applicable:

A. Establishment and authorization of positions;

B. Compensation and stipends;

C. Appropriations;

D. Payroll administration;

E. Personnel policies;

F. Insurance and risk management;

G. Municipal employee benefits;

H. Personnel records;

I. Leave administration;

J. Employment-related disciplinary matters to the extent permitted by law;

K. Termination or removal from municipal employment where authority is vested in the Governing Body; and

L. Other municipal employment functions lawfully exercised by the Governing Body.

Nothing in this section shall be construed to interfere with the statutory appointment authority of the Mayor or Municipal Emergency Management Coordinator.

SECTION 6. DUTIES OF MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR

The Municipal Emergency Management Coordinator shall be responsible for planning, activating, coordinating and conducting emergency management operations within the Borough.

The Coordinator's duties shall include, but shall not be limited to:

A. Developing, maintaining and periodically reviewing the Borough's Emergency Operations Plan;

B. Coordinating emergency preparedness, mitigation, response and recovery activities;

C. Coordinating the Borough's emergency management program with Somerset County and the New Jersey State Office of Emergency Management;

D. Coordinating emergency response resources among Borough departments and agencies;

E. Maintaining procedures for activation of the Emergency Operations Center;

F. Coordinating emergency communications and public warning systems;

G. Coordinating emergency shelters, evacuation procedures and emergency transportation resources;

H. Coordinating mutual aid and assistance from other municipalities and governmental agencies;

I. Coordinating emergency management exercises and drills;

J. Maintaining appropriate emergency management records;

K. Coordinating hazard mitigation planning;

L. Identifying emergency management resources and capabilities;

M. Assisting with emergency management grants and funding opportunities;

N. Coordinating emergency response and recovery activities following disasters or other emergencies;

O. Assisting the Mayor and Borough Council in emergency preparedness and continuity-of-government planning;

P. Coordinating with the Borough Police Department, Fire Department, Emergency Medical Services, Public Works Department and other municipal agencies;

Q. Complying with applicable National Incident Management System requirements;

R. Complying with applicable directives of the New Jersey State Office of Emergency Management;

S. Submitting required reports to County and State emergency management authorities; and

T. Performing such other lawful duties as may be assigned by the Mayor or as required by State law.

SECTION 7. LOCAL EMERGENCY MANAGEMENT COUNCIL

The Municipal Emergency Management Coordinator shall establish and coordinate the Borough's Local Emergency Management Council in accordance with applicable State law.

The Local Emergency Management Council shall include such municipal officials, department heads, emergency-service representatives and other persons as may be appropriate.

The Council shall assist in the development, review and implementation of the Borough's emergency management program and Emergency Operations Plan.

SECTION 8. EMERGENCY OPERATIONS PLAN

The Municipal Emergency Management Coordinator shall develop, maintain and periodically review a comprehensive Emergency Operations Plan for the Borough.

The Emergency Operations Plan shall be consistent with applicable State and County emergency management requirements and shall address, as appropriate:

A. Emergency notification and warning;

B. Emergency communications;

C. Emergency Operations Center activation;

D. Evacuation;

E. Sheltering;

F. Search and rescue;

G. Fire and emergency response;

H. Emergency medical services;

I. Public works and infrastructure;

J. Public information;

K. Continuity of government;

L. Resource management;

M. Mutual aid;

N. Hazardous materials incidents;

O. Severe weather;

P. Public health emergencies;

Q. Damage assessment;

R. Recovery operations;

S. Debris management;

T. Emergency procurement;

U. Critical infrastructure protection; and

V. Other hazards identified through the Borough's emergency management planning process.

SECTION 9. EMERGENCY OPERATIONS CENTER

The Borough shall maintain an Emergency Operations Center or other designated facility capable of supporting municipal emergency management operations.

The Municipal Emergency Management Coordinator shall establish procedures governing activation, staffing, operation and demobilization of the Emergency Operations Center.

The Emergency Operations Center shall be activated when deemed necessary by the Coordinator, Mayor or other official authorized by law or the Borough's Emergency Operations Plan.

SECTION 10. EMERGENCY ACTIVATION AND LOCAL DISASTER EMERGENCY

Upon the occurrence or imminent threat of an emergency, the Municipal Emergency Management Coordinator shall take such actions as are authorized by applicable State law and the Borough's Emergency Operations Plan.

The Coordinator shall have such authority to proclaim a local state of disaster emergency and exercise such emergency powers as are granted by applicable State law.

Nothing in this ordinance shall limit or diminish the independent emergency powers of the Mayor or any other official granted authority by law.

SECTION 11. INCIDENT COMMAND AND OPERATIONAL COORDINATION

The Office of Emergency Management shall coordinate emergency management activities with the incident command structure established for individual emergencies.

Police, fire, emergency medical services, public works and other operational agencies shall retain their respective statutory responsibilities and operational authorities.

The Office of Emergency Management shall provide overall emergency management coordination and resource coordination consistent with State law, the Borough's Emergency Operations Plan and the Incident Command System.

SECTION 12. ANNUAL BUDGET SUBMISSION

The Municipal Emergency Management Coordinator shall prepare and submit an annual proposed budget for the Office of Emergency Management to the Borough Council in accordance with the Borough's annual budget process.

The proposed budget shall identify anticipated expenditures, including, as applicable:

A. Compensation and stipends;

B. Training and certification;

C. Emergency planning;

D. Emergency equipment and supplies;

E. Communications equipment;

F. Emergency Operations Center requirements;

G. Emergency sheltering and evacuation resources;

H. Emergency management software and technology;

I. Exercises and drills;

J. Public education and preparedness;

K. Maintenance and replacement of emergency management equipment;

L. Grant-funded programs and matching requirements; and

M. Other anticipated emergency management expenditures.

Submission of a proposed budget shall not constitute an appropriation or create an obligation on the part of the Borough to fund any requested expenditure.

All expenditures shall be subject to lawful appropriation and applicable municipal purchasing and financial procedures.

SECTION 13. INSURANCE AND RISK MANAGEMENT

The Borough shall provide and maintain appropriate insurance coverage for the Municipal Emergency Management Coordinator, Deputy Emergency Management Coordinator and other authorized municipal emergency management personnel, subject to applicable law and the terms, conditions, exclusions, limits and deductibles of the Borough's insurance program.

The Borough shall maintain workers' compensation, liability and other insurance coverage required by law or determined appropriate by the Governing Body.

Nothing in this section shall be construed to create insurance coverage beyond that provided by the Borough's applicable insurance policies or required by law.

SECTION 14. MUNICIPAL PROPERTY AND EQUIPMENT

All emergency management equipment, vehicles, trailers, generators, radios, communications equipment, computers, emergency supplies and other property purchased or otherwise acquired by the Borough for the Office of Emergency Management shall be the property of the Borough.

All certificates of title and registrations for Borough-owned emergency management vehicles requiring registration shall be maintained in the name of the Borough of Rocky Hill.

No officer, employee, coordinator, volunteer or other person shall acquire an ownership interest in Borough emergency management property by virtue of its use, possession, maintenance or

operation.

No Borough emergency management property shall be sold, transferred, donated, traded, scrapped or otherwise disposed of except as authorized by the Governing Body and applicable law.

SECTION 15. PURCHASING AND EXPENDITURES

All purchases and expenditures of the Office of Emergency Management shall comply with applicable New Jersey public purchasing laws, Borough ordinances, purchasing policies, financial controls and appropriation requirements.

The Municipal Emergency Management Coordinator shall not obligate the Borough to expend funds except as authorized by law and within duly appropriated funds.

Emergency purchases may be made in accordance with applicable law and Borough emergency purchasing procedures.

SECTION 16. GRANTS AND OUTSIDE FUNDING

The Municipal Emergency Management Coordinator may identify and recommend applications for federal, State, County or other emergency management grants and funding opportunities.

Applications for grants or other outside funding shall be submitted in accordance with Borough procedures and shall require such approvals as may be required by law or Borough policy.

All grant funds received by the Borough shall be administered through the Borough's established financial system and shall be subject to applicable grant requirements and municipal financial controls.

SECTION 17. TRAINING AND EXERCISES

The Office of Emergency Management shall conduct or participate in emergency management training, exercises and drills as required by applicable law, State directives and Borough policy.

The Office shall coordinate periodic exercises designed to test the Borough's emergency plans, communications systems, response procedures and interdepartmental coordination.

Exercise results shall be evaluated and, where appropriate, incorporated into revisions of the Borough's emergency management plans and procedures.

SECTION 18. COORDINATION WITH MUNICIPAL DEPARTMENTS

All Borough departments, offices and agencies shall cooperate with the Office of Emergency Management in the development and implementation of emergency management plans and procedures.

The Office shall coordinate, as appropriate, with:

A. The Mayor and Borough Council;

B. The Borough Administrator;

C. The Police Department;

D. The Fire Department;

E. Emergency Medical Services;

F. The Public Works Department;

G. The Construction Official;

H. The Fire Official;

I. The Municipal Clerk;

J. The Finance Department;

K. Somerset County emergency management authorities; and

L. State and federal emergency management agencies.

SECTION 19. MUTUAL AID AND INTERGOVERNMENTAL COOPERATION

The Office of Emergency Management may coordinate mutual aid and emergency management activities with neighboring municipalities, Somerset County, the State of New Jersey, federal agencies and other governmental or nongovernmental emergency response organizations.

Any formal agreement requiring Governing Body approval shall be submitted to the Governing Body for consideration and approval.

SECTION 20. RECORDS AND REPORTING

The Municipal Emergency Management Coordinator shall maintain appropriate records concerning the activities and operations of the Office of Emergency Management.

Records shall include, as applicable:

A. Emergency management plans;

B. Training records;

C. Exercise records;

D. Emergency response records;

E. Equipment inventories;

F. Grant records;

G. Budget and expenditure records;

H. Mutual aid agreements;

I. Emergency resource inventories;

J. Reports required by County or State emergency management authorities; and

K. Other records required by law or Borough policy.

All records shall be maintained and disclosed in accordance with applicable law.

SECTION 21. LIABILITY AND INDEMNIFICATION

To the extent provided by applicable law and subject to the New Jersey Tort Claims Act and other applicable statutes, the Borough shall provide defense and indemnification to its officers, employees and authorized emergency management personnel for acts or omissions occurring in the lawful performance of their official duties on behalf of the Borough.

Nothing herein shall be construed to expand the Borough's liability beyond that provided by applicable law or to waive any immunity, defense, limitation, notice requirement or other protection available to the Borough or its officers, employees or authorized personnel.

SECTION 22. STATE AND COUNTY COORDINATION

The Office of Emergency Management shall operate in coordination with the Somerset County Office of Emergency Management and the New Jersey State Office of Emergency Management.

The Office shall comply with applicable State emergency management directives and requirements.

Nothing in this ordinance shall diminish the authority of the Governor, State Director of Emergency Management, County Emergency Management Coordinator, Mayor or other governmental official as established by applicable law.

SECTION 23. COMPLIANCE WITH STATE AND FEDERAL LAW

The Office of Emergency Management and all persons acting under its authority shall comply with all applicable federal and State laws, regulations, executive orders, emergency management directives and Borough ordinances and resolutions.

Where a provision of this ordinance conflicts with a mandatory provision of State or federal law,

the applicable law shall control.

SECTION 24. NO TRANSFER OF STATUTORY AUTHORITY

Nothing in this ordinance shall be construed to transfer, diminish or supersede any authority specifically vested by State law in the Mayor, Municipal Emergency Management Coordinator, Deputy Emergency Management Coordinator, County Emergency Management Coordinator, State Director of Emergency Management or other governmental official.

SECTION 25. PRIOR OEM SPECIALIST POSITION

The Office of Emergency Management Specialist position previously established by Borough Ordinance No. 1-2015 and repealed by Borough Ordinance No. 2-2017 is not recreated by this ordinance.

This ordinance establishes and codifies the Office of Emergency Management and its current organizational structure, including the Municipal Emergency Management Coordinator and Deputy Emergency Management Coordinator, consistent with applicable State law.

SECTION 26. SEVERABILITY

If any section, subsection, paragraph, sentence, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall not affect the remaining provisions of this ordinance, which shall remain in full force and effect.

SECTION 27. REPEAL OF INCONSISTENT PROVISIONS

All ordinances, code provisions, resolutions or parts thereof inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 28. CODIFICATION

This ordinance shall be incorporated into the Code of the Borough of Rocky Hill as a new chapter entitled:

CHAPTER 97 — EMERGENCY MANAGEMENT

The Borough Clerk and/or municipal codifier is authorized to make such technical, nonsubstantive and numbering changes as may be necessary to incorporate this ordinance into the Borough Code.

SECTION 29. EFFECTIVE DATE

This ordinance shall take effect upon final passage and publication in accordance with law.

ATTEST:
APPROVED:

By: _____
Rebecca P. Newman, Borough Clerk

By: _____
Robert Uhrik, Mayor

BOROUGH COUNCIL OF ROCKY HILL
SOMERSET COUNTY
ORDINANCE

AN ORDINANCE AMENDING CHAPTER 24, "OFFICERS AND EMPLOYEES," OF THE CODE OF THE BOROUGH OF ROCKY HILL TO ESTABLISH THE POSITION OF DEPUTY EMERGENCY MANAGEMENT COORDINATOR

WHEREAS, the Borough of Rocky Hill has established an Office of Emergency Management pursuant to separate ordinance; and

WHEREAS, N.J.S.A. Appendix A:9-40.3 provides for the appointment of a Deputy Municipal Emergency Management Coordinator by the Municipal Emergency Management Coordinator with the approval of the Mayor; and

WHEREAS, the Mayor and Borough Council desire to establish the position of Deputy Emergency Management Coordinator as a municipal position and provide compensation and administrative provisions applicable to the position; and

WHEREAS, the Borough Council has determined that an annual stipend of One Thousand Five Hundred Dollars ($1,500.00) is appropriate compensation for the duties and responsibilities of the Deputy Emergency Management Coordinator;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

SECTION 1. CREATION OF ARTICLE IIIF

Chapter 24, "Officers and Employees," of the Code of the Borough of Rocky Hill is hereby amended by adding a new Article IIIF entitled:

ARTICLE IIIF
DEPUTY EMERGENCY MANAGEMENT COORDINATOR

as follows:

§ 24-8.31. Position established.

There is hereby established within the Borough of Rocky Hill the municipal position of Deputy Emergency Management Coordinator.

The position shall be associated with and serve the Borough's Office of Emergency Management.

§ 24-8.32. Appointment.

The Deputy Emergency Management Coordinator shall be appointed by the Municipal Emergency Management Coordinator with the approval of the Mayor and by Resolution of the Governing Body in accordance with N.J.S.A. Appendix A:9-40.3 and all other applicable law.

Wherever practicable and consistent with applicable law, the Deputy Emergency Management Coordinator shall be selected from among the salaried officers or employees of the Borough.

Nothing in this section shall be construed to grant the Borough Council, Municipal Emergency Management Coordinator or Mayor appointment authority inconsistent with State law.

§ 24-8.33. Duties.

The Deputy Emergency Management Coordinator shall assist the Municipal Emergency Management Coordinator in the administration and operation of the Borough's emergency management program.

The Deputy shall perform such duties as may be assigned by the Municipal Emergency Management Coordinator consistent with applicable law, the Borough's Emergency Operations Plan, Borough ordinances and resolutions, and directives of the New Jersey State Office of Emergency Management.

In the absence, incapacity or unavailability of the Municipal Emergency Management Coordinator, the Deputy shall perform such functions of the Coordinator as are authorized by law and delegated by the Coordinator.

§ 24-8.34. Compensation.

The Deputy Emergency Management Coordinator may receive an annual stipend of One Thousand Five Hundred Dollars ($1,500.00) when approved by Resolution of the Governing Body.

The stipend shall be paid through the Borough's regular payroll procedures and shall be subject to all applicable payroll deductions and withholding requirements.

The stipend shall constitute compensation for the duties and responsibilities of the position and shall not be construed to establish a full-time position or guarantee any minimum number of hours of service.

Any amendment to the annual stipend shall be established by ordinance, salary ordinance or other lawful action of the Governing Body, as required by applicable law.

§ 24-8.35. Municipal Employee Status.

To the extent the position is filled by an individual who is not already a Borough employee, the Deputy Emergency Management Coordinator shall be considered a municipal employee of the Borough for purposes of applicable municipal personnel, payroll, insurance and employment laws and policies, subject to the terms of the appointment and applicable law.

The Deputy shall be subject to applicable Borough personnel policies and procedures except where State law or a specific Borough ordinance provides otherwise.

§ 24-8.36. Insurance.

The Borough shall provide and maintain appropriate insurance coverage for the Deputy Emergency Management Coordinator, subject to applicable law and the terms, conditions, exclusions, limits and deductibles of the Borough's insurance policies and risk-management program.

Such coverage shall include workers' compensation and liability coverage to the extent required by law or provided under the Borough's applicable insurance program.

Nothing in this section shall be construed to create insurance coverage beyond that provided by the Borough's applicable insurance policies or required by law.

§ 24-8.37. Personnel Administration.

All municipal employment functions relating to the Deputy Emergency Management Coordinator, except for appointment authority specifically vested by State law in the Municipal Emergency Management Coordinator and Mayor, shall be administered by the Borough and Governing Body in accordance with applicable law.

Such functions shall include, as applicable:

A. Compensation;

B. Payroll;

C. Insurance;

D. Personnel records;

E. Applicable municipal personnel policies;

F. Benefits;

G. Leave administration;

H. Budgetary authorization;

I. Employment-related disciplinary matters to the extent permitted by law; and

J. Other municipal employment functions lawfully exercised by the Governing Body.

Nothing in this section shall be construed to interfere with the statutory authority of the Municipal Emergency Management Coordinator or Mayor concerning the appointment of the Deputy Emergency Management Coordinator.

§ 24-8.38. Budget.

The compensation and other authorized expenses associated with the position of Deputy Emergency Management Coordinator shall be included in the Borough's annual budget and shall be subject to lawful appropriation.

The Municipal Emergency Management Coordinator shall include the anticipated compensation and other expenses associated with the position in the annual proposed Emergency Management budget submitted to the Borough Council.

§ 24-8.39. Term and Continuation.

The Deputy Emergency Management Coordinator shall serve in accordance with N.J.S.A. Appendix A:9-40.3 and other applicable law.

Nothing in this section shall be construed to establish a term of office inconsistent with State law or to limit the statutory authority of the Municipal Emergency Management Coordinator or Mayor.

SECTION 2. REPEAL OF INCONSISTENT PROVISIONS

All ordinances, code provisions, resolutions or parts thereof inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. SAVINGS CLAUSE

Nothing in this ordinance shall be construed to repeal, modify or impair any provision of State law governing the appointment, qualifications, duties, authority, term or removal of a Municipal Emergency Management Coordinator or Deputy Emergency Management Coordinator.

SECTION 4. SEVERABILITY

If any section, subsection, paragraph, sentence, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall not affect the remaining provisions of this ordinance, which shall remain in full force and effect.

SECTION 5. CODIFICATION

This ordinance shall be incorporated into Chapter 24, "Officers and Employees," of the Code of the Borough of Rocky Hill.

The Borough Clerk and/or municipal codifier is authorized to make such technical, nonsubstantive and numbering changes as may be necessary to incorporate this ordinance into the Code.

SECTION 6. EFFECTIVE DATE

This ordinance shall take effect upon final passage and publication in accordance with law.

WHEREAS, the Borough of Rocky Hill has established an Office of Emergency Management pursuant to separate ordinance; and

WHEREAS, N.J.S.A. Appendix A:9-40.3 provides for the appointment of a Deputy Municipal Emergency Management Coordinator by the Municipal Emergency Management Coordinator with the approval of the Mayor; and

WHEREAS, the Mayor and Borough Council desire to establish the position of Deputy Emergency Management Coordinator as a municipal position and provide compensation and administrative provisions applicable to the position; and

WHEREAS, the Borough Council has determined that an annual stipend of One Thousand Five Hundred Dollars ($1,500.00) is appropriate compensation for the duties and responsibilities of the Deputy Emergency Management Coordinator;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

SECTION 1. CREATION OF ARTICLE IIIF

Chapter 24, "Officers and Employees," of the Code of the Borough of Rocky Hill is hereby amended by adding a new Article IIIF entitled:

ARTICLE IIIF

DEPUTY EMERGENCY MANAGEMENT COORDINATOR

as follows:

§ 24-8.31. Position established.

There is hereby established within the Borough of Rocky Hill the municipal position of **Deputy Emergency Management Coordinator**.

The position shall be associated with and serve the Borough's Office of Emergency Management.

§ 24-8.32. Appointment.

The Deputy Emergency Management Coordinator shall be appointed by the Municipal Emergency Management Coordinator with the approval of the Mayor and by Resolution of the Governing Body in accordance with N.J.S.A. Appendix A:9-40.3 and all other applicable law.

Wherever practicable and consistent with applicable law, the Deputy Emergency Management Coordinator shall be selected from among the salaried officers or employees of the Borough.

Nothing in this section shall be construed to grant the Borough Council, Municipal Emergency Management Coordinator or Mayor appointment authority inconsistent with State law.

§ 24-8.33. Duties.

The Deputy Emergency Management Coordinator shall assist the Municipal Emergency Management Coordinator in the administration and operation of the Borough's emergency management program.

The Deputy shall perform such duties as may be assigned by the Municipal Emergency Management Coordinator consistent with applicable law, the Borough's Emergency Operations Plan, Borough ordinances and resolutions, and directives of the New Jersey State Office of Emergency Management.

In the absence, incapacity or unavailability of the Municipal Emergency Management Coordinator, the Deputy shall perform such functions of the Coordinator as are authorized by law and delegated by the Coordinator.

§ 24-8.34. Compensation.

The Deputy Emergency Management Coordinator may receive an annual stipend of **One Thousand Five Hundred Dollars ($1,500.00)** when approved by Resolution of the Governing Body.

The stipend shall be paid through the Borough's regular payroll procedures and shall be subject to all applicable payroll deductions and withholding requirements.

The stipend shall constitute compensation for the duties and responsibilities of the position and shall not be construed to establish a full-time position or guarantee any minimum number of hours of service.

Any amendment to the annual stipend shall be established by ordinance, salary ordinance or other lawful action of the Governing Body, as required by applicable law.

§ 24-8.35. Municipal Employee Status.

To the extent the position is filled by an individual who is not already a Borough employee, the Deputy Emergency Management Coordinator shall be considered a municipal employee of the Borough for purposes of applicable municipal personnel, payroll, insurance and employment laws and policies, subject to the terms of the appointment and applicable law.

The Deputy shall be subject to applicable Borough personnel policies and procedures except where State law or a specific Borough ordinance provides otherwise.

§ 24-8.36. Insurance.

The Borough shall provide and maintain appropriate insurance coverage for the Deputy Emergency Management Coordinator, subject to applicable law and the terms, conditions, exclusions, limits and deductibles of the Borough's insurance policies and risk-management program.

Such coverage shall include workers' compensation and liability coverage to the extent required by law or provided under the Borough's applicable insurance program.

Nothing in this section shall be construed to create insurance coverage beyond that provided by the Borough's applicable insurance policies or required by law.

§ 24-8.37. Personnel Administration.

All municipal employment functions relating to the Deputy Emergency Management Coordinator, except for appointment authority specifically vested by State law in the Municipal Emergency Management Coordinator and Mayor, shall be administered by the Borough and Governing Body in accordance with applicable law.

Such functions shall include, as applicable:

A. Compensation;

B. Payroll;

C. Insurance;

D. Personnel records;

E. Applicable municipal personnel policies;

F. Benefits;

G. Leave administration;

H. Budgetary authorization;

I. Employment-related disciplinary matters to the extent permitted by law; and

J. Other municipal employment functions lawfully exercised by the Governing Body.

Nothing in this section shall be construed to interfere with the statutory authority of the Municipal Emergency Management Coordinator or Mayor concerning the appointment of the Deputy Emergency Management Coordinator.

§ 24-8.38. Budget.

The compensation and other authorized expenses associated with the position of Deputy Emergency Management Coordinator shall be included in the Borough's annual budget and shall be subject to lawful appropriation.

The Municipal Emergency Management Coordinator shall include the anticipated compensation and other expenses associated with the position in the annual proposed Emergency Management budget submitted to the Borough Council.

§ 24-8.39. Term and Continuation.

The Deputy Emergency Management Coordinator shall serve in accordance with N.J.S.A. Appendix A:9-40.3 and other applicable law.

Nothing in this section shall be construed to establish a term of office inconsistent with State law or to limit the statutory authority of the Municipal Emergency Management Coordinator or Mayor.

SECTION 2. REPEAL OF INCONSISTENT PROVISIONS

All ordinances, code provisions, resolutions or parts thereof inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. SAVINGS CLAUSE

Nothing in this ordinance shall be construed to repeal, modify or impair any provision of State law governing the appointment, qualifications, duties, authority, term or removal of a Municipal Emergency Management Coordinator or Deputy Emergency Management Coordinator.

SECTION 4. SEVERABILITY

If any section, subsection, paragraph, sentence, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall not affect the remaining provisions of this ordinance, which shall remain in full force and effect.

SECTION 5. CODIFICATION

This ordinance shall be incorporated into Chapter 24, "Officers and Employees," of the Code of the Borough of Rocky Hill.

The Borough Clerk and/or municipal codifier is authorized to make such technical, nonsubstantive and numbering changes as may be necessary to incorporate this ordinance into the Code.

SECTION 6. EFFECTIVE DATE

This ordinance shall take effect upon final passage and publication in accordance with law.

ATTEST:
APPROVED:

By: _____
Rebecca P. Newman, Borough Clerk

By: _____
Robert Uhrik, Mayor

BOROUGH COUNCIL OF ROCKY HILL
SOMERSET COUNTY
ORDINANCE O-9-2026

AN ORDINANCE AMENDING CHAPTER 197 OF THE CODE OF THE BOROUGH OF ROCKY HILL ENTITLED "WATER" TO ESTABLISH ARTICLE V TITLED "MANDATORY WATER METER REPLACEMENT AND ADVANCED METER INFRASTRUCTURE (AMI)", CUSTOMER ACCESS REQUIREMENTS, AND ENFORCEMENT PROCEDURES

WHEREAS, the Borough of Rocky Hill owns and operates a municipal water utility for the benefit of its residents and businesses; and
WHEREAS, the Borough has implemented or is implementing an Advanced Metering Infrastructure (AMI) program to replace existing water meters and install remote meter reading equipment in order to improve the efficiency, reliability and accuracy of the municipal water system; and
WHEREAS, the installation of modern water meters and remote reading equipment will improve billing accuracy, enhance leak detection, reduce non-revenue water loss, improve customer service, reduce operating costs, eliminate estimated meter readings and improve the overall management of the Borough's water utility; and
WHEREAS, successful implementation of the AMI program requires all water customers to provide reasonable access to their water meters for inspection, replacement, testing, maintenance, repair and installation of remote reading equipment; and
WHEREAS, the Mayor and Borough Council find that it is in the public interest to establish mandatory access requirements and reasonable enforcement procedures to ensure completion of the Borough-wide water meter replacement program.
NOW, THEREFORE, BE IT ORDAINED

by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, that the Code of the Borough of Rocky Hill be amended as follows:

SECTION 1.

****Chapter 197 "Water", Section V "Reserved" of the Code of the Borough of Rocky Hill is hereby amended by adding the following new section:****

§ ARTICLE V- Mandatory Water Meter Replacement and Advanced Metering Infrastructure (AMI)

A. Purpose.

The purpose of this section is to require the replacement of existing water meters and the installation of remote reading equipment necessary for the operation of the Borough's Advanced Metering Infrastructure (AMI) system.

B. Applicability.

The provisions of this section shall apply to every property receiving water service from the Borough of Rocky Hill Water Utility.

C. Authority to Replace Meters.

The Borough shall have the authority to inspect, test, repair, maintain, replace or upgrade any water meter, radio transmitter, remote reading device or associated equipment serving any customer connected to the municipal water system.

Replacement work may be performed by Borough employees or by contractors authorized by the Borough.

D. Customer Responsibility.

The owner of any property served by the Borough water system shall provide reasonable access to the Borough, its employees, agents or authorized contractors for the purpose of replacing, inspecting, testing, repairing, maintaining or upgrading water meters and remote reading equipment.

Where the property is occupied by a tenant, both the property owner and occupant shall cooperate in providing reasonable access. Failure of a tenant or occupant to cooperate shall not relieve the property owner of the obligation to comply with the requirements of this section.

E. Installation Cost.

The initial replacement of a standard water meter and associated remote reading equipment as part of the Borough's AMI program shall be performed without charge to the property owner.

This provision shall not apply to additional work, repairs, modifications or extraordinary costs that become necessary as a result of the owner's or occupant's refusal or failure to provide reasonable access after notice.

F. Notice Requirements.

Prior to the imposition of enforcement charges pursuant to this section, the Borough shall make reasonable efforts to schedule the required meter replacement, which may include:

1. **Written notice mailed to the property owner at the address maintained in the**

Borough's records;

2. **Additional written notice by regular mail, electronic mail, telephone, door hanger, text message or other reasonable means; and**
3. **A final written notice advising the property owner that failure to schedule and permit installation within thirty (30) days may result in administrative compliance charges and recovery of additional installation costs.**

The Borough shall maintain reasonable records documenting attempts to notify the property owner and schedule the required meter replacement.

G. Incompatible Meter Service Charge; Final Meter Reading/Billing Charge.

If the property owner fails to provide reasonable access for the required meter replacement within thirty (30) days following issuance of the Final Notice, an Incompatible Meter Service Charge of Two Hundred Fifty Dollars ($250.00) per month shall be added to the customer's water utility account, effective January 1, 2027.

The Incompatible Meter Service Charge shall continue until the required meter replacement has been completed, provided that the total amount of such charges shall not exceed Two Thousand Dollars ($2,000.00).

Upon successful installation of the required replacement meter, no additional monthly Incompatible Meter Service Charges shall accrue.

The Borough Administrator and/or the official designated by the Borough Council to oversee the Water Utility may waive or suspend the charge upon a documented demonstration of hardship or other circumstances beyond the customer's reasonable control.

A Two Hundred Fifty Dollar ($250.00) Final Meter Reading/Billing Charge shall be charged to any customer requesting a final meter reading and/or final billing in connection with the sale or transfer of a property where the required meter replacement has not been completed prior to the sale or transfer, effective January 1, 2027.

H. Recovery of Extraordinary Installation Costs.

If the property owner continues to deny or fail to provide reasonable access after the notices required by this section, the Borough may take such action as is reasonably necessary to obtain an operational meter, including, where appropriate, the installation of an exterior meter pit or other alternative metering configuration.

Nothing in this section shall authorize an unlawful entry upon private property. Any entry upon private property shall be made pursuant to lawful authority or process, including, where necessary, obtaining a court order permitting such entry.

If the Borough is required to obtain a court order to obtain access to the property, the property owner shall be responsible for all costs incurred by the Borough in obtaining such

order, including reasonable attorneys' fees and costs, to the extent permitted by law.

The property owner shall reimburse the Borough for all actual and reasonable costs incurred as a result of the failure to provide access, including, but not limited to:

1. **Meter pit installation;**
2. **Excavation;**
3. **Pavement restoration;**
4. **Sidewalk restoration;**
5. **Landscaping restoration;**
6. **Contractor costs;**
7. **Engineering costs;**
8. **Inspection costs;**
9. **Administrative costs;**
10. **Materials;**
11. **Radio transmitter equipment;**
12. **Meter equipment; and**
13. **Reasonable attorneys' fees and costs.**

Such costs shall be charged to and collected from the customer's water utility account in accordance with applicable law.

I. Utility Billing.

Until the required replacement meter is installed, the Borough Water Utility may estimate water consumption using a reasonable methodology authorized by the Water Utility.

Following installation of the replacement meter, the Water Utility may reconcile estimated consumption with actual meter readings and make appropriate adjustments to the customer's account.

J. Collection of Charges.

Administrative compliance charges, extraordinary installation costs, repair costs and other charges authorized under this section shall constitute lawful water utility charges.

Such charges shall be collectible in the same manner as other municipal water utility charges, including the imposition of liens or other remedies where authorized by law.

K. Appeals.

Any property owner may file a written appeal of an Incompatible Meter Service Charge within twenty (20) days of the assessment of such charge.

Appeals shall be submitted in writing to the Borough Administrator or the Administrator's designee.

The filing of an appeal shall not automatically stay enforcement or the accrual of charges unless otherwise determined by the Borough Administrator or authorized by the Mayor and Council.

L. Emergency Access.

Nothing contained herein shall prevent the Borough, its employees, agents or authorized contractors from entering upon property as otherwise authorized by law for the purpose of protecting the public water system, preventing damage to Borough property or responding to an emergency.

M. Violations.

Failure to comply with the requirements of this section shall constitute a violation of the Code of the Borough of Rocky Hill.

Each thirty (30) day period of continued noncompliance following notice shall constitute a separate violation, subject to the limitations and remedies established by this section and applicable law.

The remedies provided herein shall be cumulative and in addition to any other remedy available to the Borough at law or in equity.

SECTION 2. Severability.

If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance, or the application thereof to any person or circumstance, is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not affect the remaining portions of this Ordinance, which shall remain in full force and effect.

SECTION 3. Repealer.

All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. Codification.

The provisions of this Ordinance shall be incorporated into the Code of the Borough of Rocky Hill. The Borough Clerk and/or the Borough's designated codification company are authorized to make such non-substantive formatting, numbering and editorial changes as may be necessary to incorporate the provisions of this Ordinance into the Borough Code.

SECTION 5. Effective Date.

This Ordinance shall take effect upon final passage, publication and filing in accordance with law.

WHEREAS, the Borough of Rocky Hill owns and operates a municipal water utility for the benefit of its residents and businesses; and
WHEREAS, the Borough has implemented or is implementing an Advanced Metering Infrastructure (AMI) program to replace existing water meters and install remote meter reading equipment in order to improve the efficiency, reliability and accuracy of the municipal water system; and
WHEREAS, the installation of modern water meters and remote reading equipment will improve billing accuracy, enhance leak detection, reduce non-revenue water loss, improve customer service, reduce operating costs, eliminate estimated meter readings and improve the overall management of the Borough's water utility; and
WHEREAS, successful implementation of the AMI program requires all water customers to provide reasonable access to their water meters for inspection, replacement, testing, maintenance, repair and installation of remote reading equipment; and
WHEREAS, the Mayor and Borough Council find that it is in the public interest to establish mandatory access requirements and reasonable enforcement procedures to ensure completion of the Borough-wide water meter replacement program.
NOW, THEREFORE, BE IT ORDAINED

by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, that the Code of the Borough of Rocky Hill be amended as follows:

SECTION 1.

Chapter 197 "Water", Section V "Reserved" of the Code of the Borough of Rocky Hill is hereby amended by adding the following new section:

§ ARTICLE V- Mandatory Water Meter Replacement and Advanced Metering Infrastructure (AMI)
A. Purpose.

The purpose of this section is to require the replacement of existing water meters and the installation of remote reading equipment necessary for the operation of the Borough's Advanced Metering Infrastructure (AMI) system.

B. Applicability.

The provisions of this section shall apply to every property receiving water service from the Borough of Rocky Hill Water Utility.

C. Authority to Replace Meters.

The Borough shall have the authority to inspect, test, repair, maintain, replace or upgrade any water meter, radio transmitter, remote reading device or associated equipment serving any customer connected to the municipal water system.

Replacement work may be performed by Borough employees or by contractors authorized by the Borough.

D. Customer Responsibility.

The owner of any property served by the Borough water system shall provide reasonable access to the Borough, its employees, agents or authorized contractors for the purpose of replacing, inspecting, testing, repairing, maintaining or upgrading water meters and remote reading equipment.

Where the property is occupied by a tenant, both the property owner and occupant shall cooperate in providing reasonable access. Failure of a tenant or occupant to cooperate shall not relieve the property owner of the obligation to comply with the requirements of this section.

E. Installation Cost.

The initial replacement of a standard water meter and associated remote reading equipment as part of the Borough's AMI program shall be performed without charge to the property owner.

This provision shall not apply to additional work, repairs, modifications or extraordinary costs that become necessary as a result of the owner's or occupant's refusal or failure to provide reasonable access after notice.

F. Notice Requirements.

Prior to the imposition of enforcement charges pursuant to this section, the Borough shall make reasonable efforts to schedule the required meter replacement, which may include:

1. Written notice mailed to the property owner at the address maintained in the Borough's records;
2. Additional written notice by regular mail, electronic mail, telephone, door hanger, text message or other reasonable means; and
3. A final written notice advising the property owner that failure to schedule and permit installation within thirty (30) days may result in administrative compliance charges and recovery of additional installation costs.

The Borough shall maintain reasonable records documenting attempts to notify the property owner and schedule the required meter replacement.

G. Incompatible Meter Service Charge; Final Meter Reading/Billing Charge.

If the property owner fails to provide reasonable access for the required meter replacement

within thirty (30) days following issuance of the Final Notice, an **Incompatible Meter Service Charge of Two Hundred Fifty Dollars ($250.00) per month** shall be added to the customer's water utility account, effective January 1, 2027.

The Incompatible Meter Service Charge shall continue until the required meter replacement has been completed, provided that the total amount of such charges shall not exceed **Two Thousand Dollars ($2,000.00)**.

Upon successful installation of the required replacement meter, no additional monthly Incompatible Meter Service Charges shall accrue.

The Borough Administrator and/or the official designated by the Borough Council to oversee the Water Utility may waive or suspend the charge upon a documented demonstration of hardship or other circumstances beyond the customer's reasonable control.

A **Two Hundred Fifty Dollar ($250.00) Final Meter Reading/Billing Charge** shall be charged to any customer requesting a final meter reading and/or final billing in connection with the sale or transfer of a property where the required meter replacement has not been completed prior to the sale or transfer, effective January 1, 2027.

H. Recovery of Extraordinary Installation Costs.

If the property owner continues to deny or fail to provide reasonable access after the notices required by this section, the Borough may take such action as is reasonably necessary to obtain an operational meter, including, where appropriate, the installation of an exterior meter pit or other alternative metering configuration.

Nothing in this section shall authorize an unlawful entry upon private property. Any entry upon private property shall be made pursuant to lawful authority or process, including, where necessary, obtaining a court order permitting such entry.

If the Borough is required to obtain a court order to obtain access to the property, the property owner shall be responsible for all costs incurred by the Borough in obtaining such order, including reasonable attorneys' fees and costs, to the extent permitted by law.

The property owner shall reimburse the Borough for all actual and reasonable costs incurred as a result of the failure to provide access, including, but not limited to:

1. Meter pit installation;
2. Excavation;
3. Pavement restoration;
4. Sidewalk restoration;
5. Landscaping restoration;
6. Contractor costs;
7. Engineering costs;
8. Inspection costs;
9. Administrative costs;

10. Materials;
11. Radio transmitter equipment;
12. Meter equipment; and
13. Reasonable attorneys' fees and costs.

Such costs shall be charged to and collected from the customer's water utility account in accordance with applicable law.

I. Utility Billing.

Until the required replacement meter is installed, the Borough Water Utility may estimate water consumption using a reasonable methodology authorized by the Water Utility.

Following installation of the replacement meter, the Water Utility may reconcile estimated consumption with actual meter readings and make appropriate adjustments to the customer's account.

J. Collection of Charges.

Administrative compliance charges, extraordinary installation costs, repair costs and other charges authorized under this section shall constitute lawful water utility charges.

Such charges shall be collectible in the same manner as other municipal water utility charges, including the imposition of liens or other remedies where authorized by law.

K. Appeals.

Any property owner may file a written appeal of an Incompatible Meter Service Charge within twenty (20) days of the assessment of such charge.

Appeals shall be submitted in writing to the **Borough Administrator or the Administrator's designee**.

The filing of an appeal shall not automatically stay enforcement or the accrual of charges unless otherwise determined by the Borough Administrator or authorized by the Mayor and Council.

L. Emergency Access.

Nothing contained herein shall prevent the Borough, its employees, agents or authorized contractors from entering upon property as otherwise authorized by law for the purpose of protecting the public water system, preventing damage to Borough property or responding to an emergency.

M. Violations.

Failure to comply with the requirements of this section shall constitute a violation of the Code of the Borough of Rocky Hill.

Each thirty (30) day period of continued noncompliance following notice shall constitute a separate violation, subject to the limitations and remedies established by this section and applicable law.

The remedies provided herein shall be cumulative and in addition to any other remedy available to the Borough at law or in equity.

SECTION 2. Severability.

If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance, or the application thereof to any person or circumstance, is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not affect the remaining portions of this Ordinance, which shall remain in full force and effect.

SECTION 3. Repealer.

All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. Codification.

The provisions of this Ordinance shall be incorporated into the Code of the Borough of Rocky Hill. The Borough Clerk and/or the Borough's designated codification company are authorized to make such non-substantive formatting, numbering and editorial changes as may be necessary to incorporate the provisions of this Ordinance into the Borough Code.

SECTION 5. Effective Date.

This Ordinance shall take effect upon final passage, publication and filing in accordance with law.

ATTEST:
APPROVED:

By: _____
Rebecca P. Newman, Borough Clerk

By: _____
Robert Uhrik, Mayor

BOROUGH COUNCIL OF ROCKY HILL
SOMERSET COUNTY
ORDINANCE O-9-2026

AN ORDINANCE AMENDING CHAPTER 197 OF THE CODE OF THE BOROUGH OF ROCKY HILL ENTITLED "WATER" TO ESTABLISH ARTICLE V TITLED "MANDATORY WATER METER REPLACEMENT AND ADVANCED METER INFRASTRUCTURE (AMI)", CUSTOMER ACCESS REQUIREMENTS, AND ENFORCEMENT PROCEDURES

WHEREAS, the Borough of Rocky Hill owns and operates a municipal water utility for the benefit of its residents and businesses; and
WHEREAS, the Borough has implemented or is implementing an Advanced Metering Infrastructure (AMI) program to replace existing water meters and install remote meter reading equipment in order to improve the efficiency, reliability and accuracy of the municipal water system; and
WHEREAS, the installation of modern water meters and remote reading equipment will improve billing accuracy, enhance leak detection, reduce non-revenue water loss, improve customer service, reduce operating costs, eliminate estimated meter readings and improve the overall management of the Borough's water utility; and
WHEREAS, successful implementation of the AMI program requires all water customers to provide reasonable access to their water meters for inspection, replacement, testing, maintenance, repair and installation of remote reading equipment; and
WHEREAS, the Mayor and Borough Council find that it is in the public interest to establish mandatory access requirements and reasonable enforcement procedures to ensure completion of the Borough-wide water meter replacement program.
NOW, THEREFORE, BE IT ORDAINED

by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, that the Code of the Borough of Rocky Hill be amended as follows:

SECTION 1.

****Chapter 197 "Water", Section V "Reserved" of the Code of the Borough of Rocky Hill is hereby amended by adding the following new section:****

§ ARTICLE V- Mandatory Water Meter Replacement and Advanced Metering Infrastructure (AMI)

A. Purpose.

The purpose of this section is to require the replacement of existing water meters and the installation of remote reading equipment necessary for the operation of the Borough's Advanced Metering Infrastructure (AMI) system.

B. Applicability.

The provisions of this section shall apply to every property receiving water service from the Borough of Rocky Hill Water Utility.

C. Authority to Replace Meters.

The Borough shall have the authority to inspect, test, repair, maintain, replace or upgrade any water meter, radio transmitter, remote reading device or associated equipment serving any customer connected to the municipal water system.

Replacement work may be performed by Borough employees or by contractors authorized by the Borough.

D. Customer Responsibility.

The owner of any property served by the Borough water system shall provide reasonable access to the Borough, its employees, agents or authorized contractors for the purpose of replacing, inspecting, testing, repairing, maintaining or upgrading water meters and remote reading equipment.

Where the property is occupied by a tenant, both the property owner and occupant shall cooperate in providing reasonable access. Failure of a tenant or occupant to cooperate shall not relieve the property owner of the obligation to comply with the requirements of this section.

E. Installation Cost.

The initial replacement of a standard water meter and associated remote reading equipment as part of the Borough's AMI program shall be performed without charge to the property owner.

This provision shall not apply to additional work, repairs, modifications or extraordinary costs that become necessary as a result of the owner's or occupant's refusal or failure to provide reasonable access after notice.

F. Notice Requirements.

Prior to the imposition of enforcement charges pursuant to this section, the Borough shall make reasonable efforts to schedule the required meter replacement, which may include:

1. **Written notice mailed to the property owner at the address maintained in the**

Borough's records;

2. **Additional written notice by regular mail, electronic mail, telephone, door hanger, text message or other reasonable means; and**
3. **A final written notice advising the property owner that failure to schedule and permit installation within thirty (30) days may result in administrative compliance charges and recovery of additional installation costs.**

The Borough shall maintain reasonable records documenting attempts to notify the property owner and schedule the required meter replacement.

G. Incompatible Meter Service Charge; Final Meter Reading/Billing Charge.

If the property owner fails to provide reasonable access for the required meter replacement within thirty (30) days following issuance of the Final Notice, an Incompatible Meter Service Charge of Two Hundred Fifty Dollars ($250.00) per month shall be added to the customer's water utility account, effective January 1, 2027.

The Incompatible Meter Service Charge shall continue until the required meter replacement has been completed, provided that the total amount of such charges shall not exceed Two Thousand Dollars ($2,000.00).

Upon successful installation of the required replacement meter, no additional monthly Incompatible Meter Service Charges shall accrue.

The Borough Administrator and/or the official designated by the Borough Council to oversee the Water Utility may waive or suspend the charge upon a documented demonstration of hardship or other circumstances beyond the customer's reasonable control.

A Two Hundred Fifty Dollar ($250.00) Final Meter Reading/Billing Charge shall be charged to any customer requesting a final meter reading and/or final billing in connection with the sale or transfer of a property where the required meter replacement has not been completed prior to the sale or transfer, effective January 1, 2027.

H. Recovery of Extraordinary Installation Costs.

If the property owner continues to deny or fail to provide reasonable access after the notices required by this section, the Borough may take such action as is reasonably necessary to obtain an operational meter, including, where appropriate, the installation of an exterior meter pit or other alternative metering configuration.

Nothing in this section shall authorize an unlawful entry upon private property. Any entry upon private property shall be made pursuant to lawful authority or process, including, where necessary, obtaining a court order permitting such entry.

If the Borough is required to obtain a court order to obtain access to the property, the property owner shall be responsible for all costs incurred by the Borough in obtaining such

order, including reasonable attorneys' fees and costs, to the extent permitted by law.

The property owner shall reimburse the Borough for all actual and reasonable costs incurred as a result of the failure to provide access, including, but not limited to:

1. **Meter pit installation;**
2. **Excavation;**
3. **Pavement restoration;**
4. **Sidewalk restoration;**
5. **Landscaping restoration;**
6. **Contractor costs;**
7. **Engineering costs;**
8. **Inspection costs;**
9. **Administrative costs;**
10. **Materials;**
11. **Radio transmitter equipment;**
12. **Meter equipment; and**
13. **Reasonable attorneys' fees and costs.**

Such costs shall be charged to and collected from the customer's water utility account in accordance with applicable law.

I. Utility Billing.

Until the required replacement meter is installed, the Borough Water Utility may estimate water consumption using a reasonable methodology authorized by the Water Utility.

Following installation of the replacement meter, the Water Utility may reconcile estimated consumption with actual meter readings and make appropriate adjustments to the customer's account.

J. Collection of Charges.

Administrative compliance charges, extraordinary installation costs, repair costs and other charges authorized under this section shall constitute lawful water utility charges.

Such charges shall be collectible in the same manner as other municipal water utility charges, including the imposition of liens or other remedies where authorized by law.

K. Appeals.

Any property owner may file a written appeal of an Incompatible Meter Service Charge within twenty (20) days of the assessment of such charge.

Appeals shall be submitted in writing to the Borough Administrator or the Administrator's designee.

The filing of an appeal shall not automatically stay enforcement or the accrual of charges unless otherwise determined by the Borough Administrator or authorized by the Mayor and Council.

L. Emergency Access.

Nothing contained herein shall prevent the Borough, its employees, agents or authorized contractors from entering upon property as otherwise authorized by law for the purpose of protecting the public water system, preventing damage to Borough property or responding to an emergency.

M. Violations.

Failure to comply with the requirements of this section shall constitute a violation of the Code of the Borough of Rocky Hill.

Each thirty (30) day period of continued noncompliance following notice shall constitute a separate violation, subject to the limitations and remedies established by this section and applicable law.

The remedies provided herein shall be cumulative and in addition to any other remedy available to the Borough at law or in equity.

SECTION 2. Severability.

If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance, or the application thereof to any person or circumstance, is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not affect the remaining portions of this Ordinance, which shall remain in full force and effect.

SECTION 3. Repealer.

All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. Codification.

The provisions of this Ordinance shall be incorporated into the Code of the Borough of Rocky Hill. The Borough Clerk and/or the Borough's designated codification company are authorized to make such non-substantive formatting, numbering and editorial changes as may be necessary to incorporate the provisions of this Ordinance into the Borough Code.

SECTION 5. Effective Date.

This Ordinance shall take effect upon final passage, publication and filing in accordance with law.

WHEREAS, the Borough of Rocky Hill owns and operates a municipal water utility for the benefit of its residents and businesses; and
WHEREAS, the Borough has implemented or is implementing an Advanced Metering Infrastructure (AMI) program to replace existing water meters and install remote meter reading equipment in order to improve the efficiency, reliability and accuracy of the municipal water system; and
WHEREAS, the installation of modern water meters and remote reading equipment will improve billing accuracy, enhance leak detection, reduce non-revenue water loss, improve customer service, reduce operating costs, eliminate estimated meter readings and improve the overall management of the Borough's water utility; and
WHEREAS, successful implementation of the AMI program requires all water customers to provide reasonable access to their water meters for inspection, replacement, testing, maintenance, repair and installation of remote reading equipment; and
WHEREAS, the Mayor and Borough Council find that it is in the public interest to establish mandatory access requirements and reasonable enforcement procedures to ensure completion of the Borough-wide water meter replacement program.
NOW, THEREFORE, BE IT ORDAINED

by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, that the Code of the Borough of Rocky Hill be amended as follows:

SECTION 1.

Chapter 197 "Water", Section V "Reserved" of the Code of the Borough of Rocky Hill is hereby amended by adding the following new section:

§ ARTICLE V- Mandatory Water Meter Replacement and Advanced Metering Infrastructure (AMI)
A. Purpose.

The purpose of this section is to require the replacement of existing water meters and the installation of remote reading equipment necessary for the operation of the Borough's Advanced Metering Infrastructure (AMI) system.

B. Applicability.

The provisions of this section shall apply to every property receiving water service from the Borough of Rocky Hill Water Utility.

C. Authority to Replace Meters.

The Borough shall have the authority to inspect, test, repair, maintain, replace or upgrade any water meter, radio transmitter, remote reading device or associated equipment serving any customer connected to the municipal water system.

Replacement work may be performed by Borough employees or by contractors authorized by the Borough.

D. Customer Responsibility.

The owner of any property served by the Borough water system shall provide reasonable access to the Borough, its employees, agents or authorized contractors for the purpose of replacing, inspecting, testing, repairing, maintaining or upgrading water meters and remote reading equipment.

Where the property is occupied by a tenant, both the property owner and occupant shall cooperate in providing reasonable access. Failure of a tenant or occupant to cooperate shall not relieve the property owner of the obligation to comply with the requirements of this section.

E. Installation Cost.

The initial replacement of a standard water meter and associated remote reading equipment as part of the Borough's AMI program shall be performed without charge to the property owner.

This provision shall not apply to additional work, repairs, modifications or extraordinary costs that become necessary as a result of the owner's or occupant's refusal or failure to provide reasonable access after notice.

F. Notice Requirements.

Prior to the imposition of enforcement charges pursuant to this section, the Borough shall make reasonable efforts to schedule the required meter replacement, which may include:

1. Written notice mailed to the property owner at the address maintained in the Borough's records;
2. Additional written notice by regular mail, electronic mail, telephone, door hanger, text message or other reasonable means; and
3. A final written notice advising the property owner that failure to schedule and permit installation within thirty (30) days may result in administrative compliance charges and recovery of additional installation costs.

The Borough shall maintain reasonable records documenting attempts to notify the property owner and schedule the required meter replacement.

G. Incompatible Meter Service Charge; Final Meter Reading/Billing Charge.

If the property owner fails to provide reasonable access for the required meter replacement

within thirty (30) days following issuance of the Final Notice, an **Incompatible Meter Service Charge of Two Hundred Fifty Dollars ($250.00) per month** shall be added to the customer's water utility account, effective January 1, 2027.

The Incompatible Meter Service Charge shall continue until the required meter replacement has been completed, provided that the total amount of such charges shall not exceed **Two Thousand Dollars ($2,000.00)**.

Upon successful installation of the required replacement meter, no additional monthly Incompatible Meter Service Charges shall accrue.

The Borough Administrator and/or the official designated by the Borough Council to oversee the Water Utility may waive or suspend the charge upon a documented demonstration of hardship or other circumstances beyond the customer's reasonable control.

A **Two Hundred Fifty Dollar ($250.00) Final Meter Reading/Billing Charge** shall be charged to any customer requesting a final meter reading and/or final billing in connection with the sale or transfer of a property where the required meter replacement has not been completed prior to the sale or transfer, effective January 1, 2027.

H. Recovery of Extraordinary Installation Costs.

If the property owner continues to deny or fail to provide reasonable access after the notices required by this section, the Borough may take such action as is reasonably necessary to obtain an operational meter, including, where appropriate, the installation of an exterior meter pit or other alternative metering configuration.

Nothing in this section shall authorize an unlawful entry upon private property. Any entry upon private property shall be made pursuant to lawful authority or process, including, where necessary, obtaining a court order permitting such entry.

If the Borough is required to obtain a court order to obtain access to the property, the property owner shall be responsible for all costs incurred by the Borough in obtaining such order, including reasonable attorneys' fees and costs, to the extent permitted by law.

The property owner shall reimburse the Borough for all actual and reasonable costs incurred as a result of the failure to provide access, including, but not limited to:

1. Meter pit installation;
2. Excavation;
3. Pavement restoration;
4. Sidewalk restoration;
5. Landscaping restoration;
6. Contractor costs;
7. Engineering costs;
8. Inspection costs;
9. Administrative costs;

10. Materials;
11. Radio transmitter equipment;
12. Meter equipment; and
13. Reasonable attorneys' fees and costs.

Such costs shall be charged to and collected from the customer's water utility account in accordance with applicable law.

I. Utility Billing.

Until the required replacement meter is installed, the Borough Water Utility may estimate water consumption using a reasonable methodology authorized by the Water Utility.

Following installation of the replacement meter, the Water Utility may reconcile estimated consumption with actual meter readings and make appropriate adjustments to the customer's account.

J. Collection of Charges.

Administrative compliance charges, extraordinary installation costs, repair costs and other charges authorized under this section shall constitute lawful water utility charges.

Such charges shall be collectible in the same manner as other municipal water utility charges, including the imposition of liens or other remedies where authorized by law.

K. Appeals.

Any property owner may file a written appeal of an Incompatible Meter Service Charge within twenty (20) days of the assessment of such charge.

Appeals shall be submitted in writing to the **Borough Administrator or the Administrator's designee**.

The filing of an appeal shall not automatically stay enforcement or the accrual of charges unless otherwise determined by the Borough Administrator or authorized by the Mayor and Council.

L. Emergency Access.

Nothing contained herein shall prevent the Borough, its employees, agents or authorized contractors from entering upon property as otherwise authorized by law for the purpose of protecting the public water system, preventing damage to Borough property or responding to an emergency.

M. Violations.

Failure to comply with the requirements of this section shall constitute a violation of the Code of the Borough of Rocky Hill.

Each thirty (30) day period of continued noncompliance following notice shall constitute a separate violation, subject to the limitations and remedies established by this section and applicable law.

The remedies provided herein shall be cumulative and in addition to any other remedy available to the Borough at law or in equity.

SECTION 2. Severability.

If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance, or the application thereof to any person or circumstance, is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not affect the remaining portions of this Ordinance, which shall remain in full force and effect.

SECTION 3. Repealer.

All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. Codification.

The provisions of this Ordinance shall be incorporated into the Code of the Borough of Rocky Hill. The Borough Clerk and/or the Borough's designated codification company are authorized to make such non-substantive formatting, numbering and editorial changes as may be necessary to incorporate the provisions of this Ordinance into the Borough Code.

SECTION 5. Effective Date.

This Ordinance shall take effect upon final passage, publication and filing in accordance with law.

ATTEST:
APPROVED:

By: _____
Rebecca P. Newman, Borough Clerk

By: _____
Robert Uhrik, Mayor