



**2016
BOROUGH OF DUMONT
ORDINANCE**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
CORREA	✓			
DI PAOLO	✓			
HAYES	✓			
MORRELL	✓			
RIQUELME	✓			
ZAMECHANSKY	✓			
MAYOR KELLY				
TOTALS	6			

Ordinance No. 1500
Date: December 6, 2016
Page: 1 of 7
Subject: Chapter 75, Section 6 of the
Borough of Dumont Code
Purpose: Amend
Dollar Amount: _____
Prepared By: Gregg Paster, Esq.

Offered by: Morrell
Seconded by: Riquelme

Certified as a true copy of an Ordinance Adopted on the 2nd Reading Passed by the
Governing Body of the Borough of Dumont on the above date at a Public Meeting
by: Susan Connelly

Susan Connelly, RMC, Municipal Clerk
Borough of Dumont, Bergen County, New Jersey

**ORDINANCE AMENDING CHAPTER 75, SECTIONS 6 AND 9 OF THE BOROUGH
OF DUMONT CODE**

WHEREAS, the Mayor and Council have determined to revise the police department hiring policy in order to ensure the highest quality and character of candidates for police officer positions within the Dumont Police Department; and

WHEREAS, the Mayor and Council now seek to accommodate that determination by revising the standards and requirements for new police recruits and hires on the Borough force; and

WHEREAS, it is necessary to amend this section of Chapter 75 of the Borough Code governing the required process for police promotions.

NOW THEREFORE, BE IT HEREBY ORDAINED by the Mayor and Council of the Borough of Dumont, in the County of Bergen and State of New Jersey, that Chapter 75 PERSONNEL POLICIES of the Borough of Dumont Code shall be amended as hereinafter provided:

Chapter 75-2 B. Mandatory assignments.

(2) One police officer may be assigned as a D.A.R.E. or L.E.A.D. or any other school related anti-drug training officer.

Chapter 75-6 Eligibility; Military service ending in honorable discharge, National Reserve service, and Dumont Police Reserve service will be a satisfactory substitute for having completed a Bachelor's Degree; and

Chapter 75-6 shall be supplemented with the addition of three new paragraphs to be in addition to and not in place of existing section 75-6, and further clarified via the removal of a superfluous vestigial paragraph, the following provisions and sections shall augment the existing Code, **75-6 Appointment and confirmation; new officers:**

I. Eligibility

Criteria for appointment and confirmation of new officers for the Dumont Police Department:

- (1) No less than 18 nor more than 34 years of age;
- (2) Must possess a valid New Jersey driver license;
- (3) Must possess a Bachelor's Degree from an accredited college or university;
- (4) Must be a United States citizen;
- (5) In lieu of the educational requirement, an applicant who has been honorably discharged from the United States armed services (Army, Navy, Air Force, Marine Corps or Coast Guard) will be accepted as an eligible applicant. Applicants who have served as a reservist in any of the above mentioned military services who have completed 4 years of active duty service shall be considered an eligible applicant for hire.
- (6) In addition to items 1, 2 and 4, and in lieu of items 3 and 5, a member of the Dumont Police Reserve or a Dumont Police Department Dispatcher or Records Clerk who has been a member/employee in good standing for at least 18 months shall be considered an eligible applicant for the Dumont Police Department.
- (7) An applicant who has a valid PTC certification or is enrolled in an Alternate Route Program shall be considered an eligible applicant for the Dumont Police Department.

Chapter 75-9. Promotions.

The text comprising Chapter 75-9 A.(1)(a)[1][b] "College, less than 60 credits: two points" will be removed.

Chapter 75-9 A(1)(a)[1][f] will be moved between [c] and [d] and the text will be changed to the following:

United States Military service resulting in an honorable discharge: 5 points. If the candidate has educational credits due to them having a Bachelor's degree or for a Master's degree they shall receive the educational point value rather than the military point value.

Chapter 75-9 B(1)(b)

[2] Oral Evaluation.

[a] The personnel files, including but not limited to job evaluations and commendations.

[4] Education.

[b] will be removed.

[c] Associate's degree or in excess of 60 credits accumulated toward a bachelor's degree: four points.

[d] United States Military service resulting in an honorable discharge: five points. If the candidate has educational credits due to them for a Bachelor's degree or for a Master's degree they shall receive the educational point value rather than the military point value.

[e] Bachelor's degree: six points.

[f] Master's degree: eight points.

Chapter 75-11. Personnel regulations.

A. Hours and leave.

(6) Any employee of the department taken sick or injured while on duty shall seek the appropriate medical attention/assistance as deemed necessary based on the severity of the sickness or injury.

II. Selection Process

(1) The selection process for new officers in the Dumont Police Department shall according to the following steps, in the order set forth herein.

a) Physical examination- Physical fitness examinations. The physical fitness assessment will be administered by an outside testing agency, under observation of the Bergen County or other authorized police academy, pursuant to existing policies and standards as promulgated by the appropriate State of New Jersey agencies and authorities. The medical examination will be performed by an outside medical professional selected by the Chief of Police, at the applicant's expense. Each police candidate will also be required to provide a written medical report from his/her own private physician, based upon a physical examination

not more than six (6) months prior to the date of the report, certifying that the candidate is, in the physician's opinion, physically capable of performing rigorous physical activity consistent with law enforcement duties. The physical examination portion of the procedure will be worth 20 percent of the score. No more than the top 50 candidates will advance to the written examination;

b) Written examination- The written examination shall be of such nature as will fairly assess a candidate's cognitive ability to perform as a police officer. The content and procedure will be determined and administered by the New Jersey State Association of Chiefs of Police or other third party testing group as selected by the Dumont Chief of Police. The written examination shall be worth 30 percent of the candidate's overall score. No more than the top 25 candidates will advance to the agency oral interview portion of the procedure;

c) Agency Oral Interview- The Agency Oral interview shall consist of a single oral interview of each candidate before an Agency panel of not more than three (3) representatives, appointed by the Chief of Police including command and supervisory level personnel who will assign a numeric score between 0 and 40 to each candidate's interview performance. Each panel member will individually and confidentially score the candidates, and the average of all panel scores will be the candidate's Agency Oral Interview score. The Agency Oral Interview shall be worth 40 percent of the candidate's overall score. No more than the top 15 candidates advance to the Police Agency/Police Committee interview portion of the procedure.

d) Police Agency/Police Committee Oral Interview- The interview panel will consist of the members of the Borough Police Committee, the Chief of Police and two members of the Dumont Police Department chosen by the Chief of Police. In the event of the inability of any member of the Police Committee to participate in the oral interview process, the Governing Body shall select a qualified member of its own number to participate instead. Each committee member will individually and confidentially score the candidates with a score from 0 to 10, and the average of all panel scores will be the candidate's Agency/Committee score. The Agency/Committee interview process shall constitute 10 percent of the candidate's overall score.

e) The ten top candidates based upon cumulative, aggregate score of all four phases of the qualification process will be ranked in descending order from one through ten. This candidate list shall be valid for up to 18 months from the establishment of the list. Scores for candidates 11-15 shall be held in abeyance in case the top candidates become unavailable for any reasons and then the list shall be moved up that number of candidates. In the event of a tie score, both or all of the tied score candidates will be permitted to proceed to the next phase of testing.

f) Upon the ranking list completion, the number of candidates intended to be hired in the next round of hires shall be extended a conditional offer of employment. Acceptance of the conditional offer of employment shall allow candidates to continue in the process, but shall not obligate the Borough to extend an actual offer of employment. Candidates accepting the conditional offer will complete a Pre-Employment Background Investigation Application.

III. Background Investigation

(a) The background investigation is designed to determine whether behavior patterns or events would preclude an applicant from successfully performing the duties of a Dumont Police Officer, and to confirm eligibility to carry a weapon and to access confidential information.

(b) The background investigation will include, but not be limited to the following:

Review of candidate's application to confirm eligibility for the position;
Employment, Driving, Military, Education Credit and Family Histories;
Fingerprint check for criminal background;
Confirmation of at least 3 personal references;
Drug/Narcotic and Alcohol use;
Confirmation of residency/citizenship;
Organization membership.

(c) Candidates shall be checked against the New Jersey Central Drug and Domestic Violence Registries as part of the criminal background check, and will be directly questioned regarding any positive findings. Positive findings related to domestic violence, sexual assault, stalking, elder abuse or child abuse shall be rendered ineligible for further consideration in the hiring process. Candidates not meeting with all eligibility requirements as set forth in the Borough police policy will be disqualified from further consideration.

(d) Candidates successfully completing the background investigation portion of the process shall continue into the psychological evaluation. Those not successfully completing the background investigation will not be further considered for employment.

IV. Psychological Evaluation

(a) All candidates for probationary officer positions will be subject to a psychological fitness examination by a Psychologist/Psychiatrist of the Borough/Department's choice and the applicant's expense, except that all candidates for a given round of eligibility/evaluation will be examined by the same psychiatric professional. Such examination will be authorized only after a conditional offer of employment is extended.

(b) The psychological fitness examination results will be considered confidential personnel records and will be maintained in the individual candidate's personnel file and treated as such, with access restricted accordingly.

(c) A candidate who successfully completes the psychological evaluation shall continue in the process on to the physical medical examination. Any candidate failing the psychological examination portion of the process will be ineligible for further consideration.

V. Physical Medical Examination

(a) A medical examination will be performed on any candidate who has successfully completed the psychological evaluation and has been granted a conditional offer of employment. Said medical examination shall be satisfactory to meet the standards of the Board of Trustees of the Police and Firemen's Retirement System, and shall be at a facility or by a physician of the Borough's choosing.

(b) The physician and/or facility performing the examination, at the applicant's expense, shall review medical history, interview the candidate and perform a physical examination of each candidate to determine whether any conditions exist that are likely to interfere with the candidate's ability to perform the duties of a police officer. Each candidate for a given round of eligibility shall be examined by the same physician/facility. The physician shall be licensed to practice medicine by the appropriate board of the State of New Jersey.

(c) As part of the physical examination, blood and urine samples will be collected and analyzed by the New Jersey State Police Laboratory for use of drugs and alcohol. A consent form will be provided for signature by each candidate to authorize the collection and analysis of the samples. The consent form shall advise the candidate of the following:

(i) A negative result, with an exception for legally prescribed medications to treat a current condition, is a mandatory condition of employment; and

(ii) A positive result will eliminate the candidate from further consideration for employment; cause the candidate to be reported to the central drug registry of the New Jersey State Police; and preclude the candidate from consideration for law enforcement employment in New Jersey for at least the ensuing two (2) years;

(iii) The consent form shall further indicate that if the candidate is currently employed by another agency as a sworn law enforcement officer and the officer tests positive for drug use except as prescribed under the care of a licensed physician, the officer's employing agency will be notified of the positive result and that the officer may be subject to termination and permanent ineligibility from future law enforcement employment in New Jersey.

(d) A candidate who successfully completes the medical evaluation shall continue in the process. Any candidate who fails to successfully complete the medical evaluation shall be ineligible for further consideration for employment.

VI. Appointment as a Probationary Officer

(a) Probationary Officers duly appointed by resolution of the Governing Body shall serve a probationary period commencing on the date of appointment, and for 12 months following graduation from an approved Police Academy. The probationary period shall not

exceed 18 months. Candidates possessing a PTC Certification at the time of hire shall serve a 12 month probationary period.

(b) A Police Recruit/Probationary Officer must successfully complete basic training at the Bergen County Law and Public Safety Institute or other suitable New Jersey Police Training Academy, as established by the Dumont Chief of Police.

(c) The Police Recruit shall be required to complete the Field Training Officer program as established by agency policy upon completion of police academy training.

(d) Upon successful completion of the Field Training Officer program, the Probationary Officer will be assigned to the patrol squad to complete his/her probationary period.

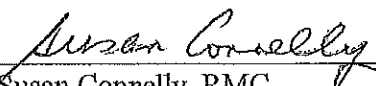
Invalidity. If the provisions of any section, subsection, paragraph, subdivision, or clause of this Ordinance shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision, or clause of this Ordinance.

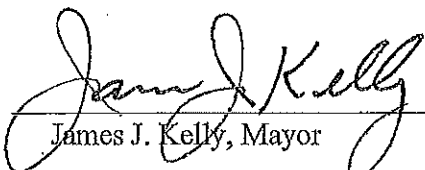
Severability. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency. In the event of a conflict with any prior enactment, the provisions hereof shall prevail.

Effective Date. This Ordinance shall take effect upon final passage and publication pursuant to law.

BOROUGH OF DUMONT

ATTEST:


Susan Connelly, RMC
Municipal Clerk


James J. Kelly, Mayor

Introduced: November 9, 2016
Adopted: December 6, 2016

