

**TOWNSHIP OF MANALAPAN
ORDINANCE NO. 2024-21**

AN ORDINANCE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANALAPAN AMENDING AND SUPPLEMENTING CHAPTER 33, “POLICE DEPARTMENT”, SECTION 33-12, “MINIMUM POSITION QUALIFICATIONS”, AND SECTION 33-15, “MINIMUM EDUCATIONAL REQUIREMENTS”, OF THE CODE OF THE TOWNSHIP OF MANALAPAN, PERTAINING TO MINIMUM QUALIFICATIONS FOR POSITIONS IN THE POLICE DEPARTMENT.

BE IT ORDAINED by the Township Committee of the Township of Manalapan, in the County of Monmouth, and State of New Jersey, as follows:

Section 1. Chapter 33, “Police Department”, of the Code of the Township of Manalapan, Section 33-12, “Minimum position qualifications”, be and the same is hereby ~~deleted~~ and the following substituted therefor: amended and supplemented ~~updated~~ to read, in full, as follows (deletions showed by ~~strikeout~~, new language in **bold**):

“§33-12. Minimum position qualifications.

A. Police officer and special law enforcement officer.

- (1) Age: must be at least 18 years of age.
- (2) Citizenship: must be a citizen of the United States. Special law enforcement officers shall be a resident of New Jersey during the term of appointment.
- (3) Morality: of good moral character; never convicted of any criminal offense involving moral turpitude, an offense involving dishonesty, or a crime of the third degree or above.
- (4) Education or military service: a police officer must have an associate’s degree or the equivalent of 60 college credits or shall have served in the armed forces of the United States for a minimum of two years and received an honorable discharge. The education or military service requirement shall not apply to the initial appointment of a special law enforcement officer, but no special law enforcement officer shall be appointed as a police officer unless the aforesaid requirements are satisfied.
- (5) Written exam: pass any and all written exams prescribed by the Chief of Police with the approval of the Township Committee.

- (6) Physical: weight in proportion to height, able to pass physical agility test.
- (7) Medical: applicant should be medically fit and sound, exhibiting no physical impairment which would render the applicant incapable of performing the duties of a police officer. Applicant must have normal hearing, be able to distinguish colors accurately and have 20/20 vision, (~~eyeglasses acceptable~~) **corrected**.
- (8) Psychological: candidates will be examined by a professional to determine a candidate's intellectual and mental fitness for a position as a police officer.
- (9) Oral interview: conducted by police examining teams who shall refer two to five candidates, if otherwise qualified, per opening to the Chief of Police. Additional oral exams may be conducted by the Chief of Police, Township Administrator, and/or Township Committee.
- (10) Background: candidate will undergo a thorough background investigation, including but not limited to FBI, State Police, local police, schools, credit bureau **and family, etc. investigations.**
- (11) Determined to be capable of performing the essential functions of the position.
- (12) Driver's license: candidate must possess a valid New Jersey Division of Motor Vehicles driver's license at time of appointment.
- (13) Appointment: by the Township Committee.

B. Sergeant of Police:

- (1) Experience: five years with the Manalapan Township Police Department, **at the time of appointment.**
- (2) Education: see §33-15.
- (3) Medical and psychological exams: see §33-13.
- (4) Oral interview: by the Township Administrator and Township Committee.
- (5) Appointment: by the Township Committee, with a probationary period of one year.

C. Lieutenant of Police.

- (1) Experience: two years in grade of Sergeant with Manalapan Police Department, **at the time of appointment.**
- (2) Education: See §33-15.

- (3) Medical and psychological exams: see §33-13.
- (4) Oral interview: by the Township Administrator and Township Committee.
- (5) Appointment: by the Township Committee, with a probationary period of one year.

D. Captain of Police.

- (1) Experience: two years in Lieutenant grade with Manalapan Police Department, **at the time of appointment.**
- (2) Education: See §33-15.
- (3) Medical and psychological exams: see §33-13.
- (4) Written proposal: the top candidates shall be required to submit responses to any questions that may be presented by the Chief of Police with the approval of the Township Administrator.
- (5) Oral interview: by the **Township Administrator** and Township Committee.
- (6) Appointment: by the Township Committee, with a probationary period of one year.

E. Deputy Chief of Police.

- (1) Experience: two years in Lieutenant grade with Manalapan Police Department, **at the time of appointment.**
- (2) Education: See §33-15.
- (3) Medical and psychological exams: see §33-13.
- (4) Written proposal: the top candidates shall be required to submit responses to any questions that may be presented by the Chief of Police with the approval of the Township Administrator.
- (5) Oral interview: by the Township Administrator and Township Committee.
- (6) Appointment: by the Township Committee.

F. Chief of Police.

- (1) Experience: ~~one~~ **two** years in grade of Captain, ~~or Deputy Chief or one year in grade of~~ Lieutenant with Manalapan Police Department at time of ~~oral examination~~ **appointment**.
- (2) Education: See §33-15.
- (3) Medical and psychological exams: see §33-13.
- (4) Written proposal: the top candidates shall be required to submit responses to any questions that may be presented by the Chief of Police with the approval of the Township Administrator.
- (5) Oral interview: by the Township Administrator **and** Township Committee.
- (6) Appointment: by the Township Committee.”

Section 2. Chapter 33, “Police Department”, of the Code of the Township of Manalapan, Section 33-15, “Minimum education requirements”, be at the same is hereby deleted and the following substituted therefor:

“33-15. Minimum education requirements.

Any person appointed to the position of Sergeant of Police, Lieutenant of Police, Captain of Police, Deputy Chief of Police or Chief of Police shall have a bachelor’s degree at the time of appointment”.

Section 3. All Ordinances, or parts thereof, inconsistent with the provisions of this Ordinance be and the same are hereby repealed to the extent of such inconsistency.

Section 4. Should any section, paragraph, clause or other portion of this Ordinance be adjudged by a Court of competent jurisdiction to be invalid, such judgment shall not affect or impair the remainder of this Ordinance.

Section 5. This ordinance shall take effect after final adoption and publication and otherwise as provided by law.

NOTICE OF PUBLIC HEARING

The Ordinance published herewith was introduced and approved at a meeting of the Township Committee of the Township of Manalapan held on [October 9, 2024](#) and will be further considered for final passage after a Public Hearing thereon before the Township Committee of the Township of Manalapan during a meeting to be held on [October 30, 2024](#) at the Municipal Complex, 120 Route 522 and Taylors Mill Road, Manalapan, New Jersey at 7:30 p.m. or as soon thereafter as the matter may be reached, or at any meeting to which that meeting may be adjourned, at which time any and all persons who may be interested therein will be given an opportunity to be heard.

The proposed Ordinance in its entirety is on file in the Municipal Clerk's Office and copies may be obtained without charge between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday. A complete copy may also be obtained from the Manalapan Township web-site www.mtnj.org by clicking on the Ordinance title listed on the Agenda posted for the Township Committee meeting of [October 30, 2024](#).

SHARI ROSE, RMC
Municipal Clerk