

**BOROUGH OF PENNINGTON
ORDINANCE 2025-19**

**ORDINANCE AMENDING CHAPTER 46 OF THE BOROUGH CODE CONCERNING THE
RESPONSIBILITIES OF THE POLICE LIEUTENANT, CLARIFYING THE ABSENCE OF AN
AGE REQUIREMENT FOR PROMOTION TO LIEUTENANT, AND MAKING OTHER
TECHNICAL CHANGES**

WHEREAS, Chapter 46 of the Code of the Borough of Pennington, at Section 46-26, defines responsibilities and qualifications for the position of Lieutenant in the Pennington Police Department;

WHEREAS, Borough Council seeks to amend the responsibilities of the Lieutenant to require the person in that position to assume responsibility as Officer in Charge of the Department when there is a vacancy in the position of Chief of Police or Public Safety Director (hereafter “Head of Department”);

WHEREAS, Borough Council seeks also to clarify the ordinance to eliminate any interpretation that promotion to Lieutenant is age-restricted, contrary to law;

WHEREAS, an additional change is needed in Section 46-27 to update the language;

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Pennington, that Chapter 46 of the Code of the Borough of Pennington is hereby amended (with deleted language crossed out and new language underlined) as follows:

1. Section 46-26. Lieutenant.

- A. A position of Lieutenant shall be and hereby is established effective upon the adoption hereof.
- B. Under the supervision of the Chief of Police or Public Safety Director ~~during an assigned tour of duty~~, the Lieutenant has charge of a police platoon or performs specialized supervisory police duties, such as:
 - (1) Gives suitable police assignments and instructions to sergeants and police officers, provides them with needed advice and assistance when difficult problems or maneuvers arise, checks their work to see that proper procedures are followed, reasonable standards of workmanship, conduct and output are maintained and that desired police objectives are achieved.
 - (2) Directs criminal and noncriminal investigations and sees that appropriate police action is taken.
 - (3) Takes fingerprints for classified records and filed.
 - (4) When on desk duty, keeps a desk blotter, arrest book and a property book.
 - (5) When necessary, apprehends, warns or takes into custody violators of the law.
 - (6) Sees that needed police protection is provided when large sums of money are in transit, when there are fires, outbreaks and other conditions which might result in disorder and when large numbers of people congregate for any reason.
 - (7) Makes thorough investigations, prepares suitable reports and keeps needed records and files.
 - (8) Will be required to learn to utilize various types of electronic and/or manual recording and computerized information systems used by the agency, office or related units.
 - (9) Assists in preparation of or prepares Police Department activities report on a monthly and annual basis.
- C. The Lieutenant is expected to assume the responsibilities of the Officer in Charge of the Department, without additional compensation, when there is a vacancy in the position of Chief of Police or Director of Public Safety, as applicable, while also continuing to perform the duties of Lieutenant. When serving as Officer in Charge, the responsibilities of the Lieutenant will be adjusted subject to the direction of the Borough Administrator and Borough Council as appropriate.
- D. Lieutenant shall be eligible to hold the position of Emergency Management Coordinator or Deputy Emergency Management Coordinator for the Borough. This activity entails no additional compensation. The Emergency Management Coordinator is responsible for planning, responding to and coordinating efforts of all municipal departments and First Responder organizations during major emergency events in Pennington.
- ~~C-E.~~ Requirements for appointment are as follows:
 - (1) Education: graduation from high school or vocational high school or possession of an approved high school equivalency certificate. Graduation from an accredited college or university with a B.A. or B.S. degree is preferred.

(2) Experience: two years of supervisory police experience involving the providing of assistance and protection of persons, the safeguarding of property, the observance of the law and the apprehension of lawbreakers.

~~(3) (Age: not less than 18 nor more than 35 years of age, at the announced closing date for filing applications for the position. (Note: when an applicant has reached his/her 35th birthday, he/she is considered to be over 35 years old.)~~

~~(4)~~ (3) Citizenship: must be a citizen of the United States.

~~(5)~~ (4) Medical examination: As a prerequisite for appointment, appointees may be required to pass a thorough medical and psychological examination to be administered by the appointing authority. Any psychological, medical or physical condition or defect which could prevent efficient performance of the duties of the position, cause the appointee to be a hazard to himself/ herself or others or become aggravated as a result of performance of these duties will be cause for rejection. Failure to demonstrate sufficient capacity to perform the duties of this position may be cause for rejection.

~~(6)~~ (5)License: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

~~(7)~~ (6)Knowledge and abilities:

- a. Knowledge of the laws and ordinances which are significant from the police point of view.
- b. Knowledge of the problems and procedures involved in working out the internal organization and formulating rules and regulations for the Police Department.
- c. Knowledge of the methods likely to be useful in providing citizens and others with proper police information, service and protection.
- d. Ability to communicate in written and spoken forms of the English language.

§ 46-27. Sergeant First Class. [Added 12-5-2011 by Ord. No. 2011-19]

- A. A position of Sergeant First Class is hereby established in the Police Department of the Borough of Pennington.
- B. The duties of the Sergeant First Class shall be determined by the Chief of Police, Director of Public Safety, or Officer in Charge, as applicable, and the rules and regulations of the Police Department as may be amended from time to time.

Introduced: _____

Advertised: _____

Public Hearing: _____

Adopted: _____

Published: _____

ATTEST:

APPROVED:

Elizabeth Sterling, Borough Clerk

James Davy, Mayor

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RECORD OF COUNCIL VOTE ON INTRODUCTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

RECORD OF COUNCIL VOTE ON ADOPTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				