

**ORDINANCE NO. 2351-24**

**AN ORDINANCE TO AMEND CHAPTER 25 OF THE CODE OF THE BOROUGH OF HAWTHORNE, DEPARTMENT OF PUBLIC SAFETY, ARTICLE II, POLICE DEPARTMENT, SECTION 25-12, CONTRACTED OFF-DUTY EMPLOYMENT, SO AS TO ADD THEREUNDER SECTION D (5), PERMITTING USE OF A SECONDARY SERVICE ADMINISTRATOR**

BE IT ORDAINED by the Municipal Council of the Borough of Hawthorne, in the County of Passaic and State of New Jersey, that:

Section 1. Chapter 25, Department of Public Safety, Article II, Police Department, Section 25-12, Contracted Off-Duty Employment, is hereby amended so as to add Section D (5), permitting use of a Secondary Service Administrator, with the same to read as follows:

§ 25-12 D. Rates of compensation; administrative fee; payment for services

(5) Notwithstanding anything contained herein to the contrary, the Borough of Hawthorne may elect to utilize a secondary service provider to administer and perform the actions permitted above relative to the off-duty employment process. These actions include but are not limited to communication pertaining to the scheduling of off-duty “jobs”, scheduling officers for assignment to said jobs, invoicing persons or entities utilizing off-duty police officers, receiving escrow funds or payment for services rendered by the officers, and facilitating payment to officers. The secondary service provider may charge such additional fees as are authorized by any contract between it and the Borough and the provider may undertake collection actions in a manner consistent with the contract between the parties.

Section 2. Except to the extent amended hereunder, all other parts or sections of Chapter 25, Department of Public Safety, Article II, Police, shall remain in full force and effect.

Section 3. This Ordinance shall take effect after final adoption and publication as provided by law.

Frank E. Matthews  
Council President

Attest:

Lori Fernandez, RMC, CMC  
Borough Clerk

**NOTICE OF PENDING ORDINANCE**

The Ordinance published herewith was introduced and passed upon first reading at a meeting of the Municipal Council of the Borough of Hawthorne, in the County of Passaic, New Jersey, held on October 16, 2024. It will be further considered for final passage after public hearing thereon, at a meeting of said Municipal Council to be held in the Municipal Building, 445 Lafayette Avenue, in said Borough, on November 6, 2024 at 7:00 p.m., at which time and place all interested members of the public who desire will be given an opportunity to be heard in connection with said Ordinance, and during the week prior to and up to and including the date of such meeting, copies of said Ordinance will be made available at the Borough of Hawthorne website, [www.hawthornenj.org](http://www.hawthornenj.org) and at the Clerk's Office in said Municipal Building during regular business hours at no cost to the members of the general public who shall request the same.

Lori Fernandez,  
RMC, CMC, Borough Clerk

**THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF AN ORDINANCE ADOPTED BY THE MUNICIPAL COUNCIL OF THE BOROUGH OF HAWTHORNE AT A REGULAR MEETING ON NOVEMBER 6, 2024.**