

**ORDINANCE AMENDING THE POLICE
ROAD DETAIL FOR THE BOROUGH OF
HAMBURG**

ORDINANCE #03-2026

WHEREAS,

A. Purpose. For the convenience of those persons and entities which utilize the services of off-duty law enforcement officers of the Hamburg Police Department and to authorize the outside employment of Borough Police while off duty, the Borough hereby establishes a policy regarding the use of said officers.

B Any person or entity wishing to employ off-duty police shall first obtain the approval of the Chief of Police, which approval shall be granted and in the opinion of the Chief, such employment would not be inconsistent with the efficient functioning and good reputation of the Police Department, and would not unreasonably endanger or threaten the safety of the officer or officers who are to perform the work as determined by the Chief of Police.

C. Members of the Police Department shall be permitted to accept police-related employment for private employers of school districts only during off-duty hours and at such times as will not interfere with the efficient performance of regularly scheduled or emergency duties for the Borough.

D. Escrow accounts.

(1) Any person or entity requesting the services of an off-duty law enforcement officer in the Hamburg Police Department shall estimate the number of hours such law enforcement services are required, which estimate shall be approved in writing by the Chief of Police, and shall establish an escrow account with the Treasurer of the Borough of Hamburg by depositing an amount sufficient to cover the rates of compensation and administrative fees set forth in § 44-23F for the total estimated hours of service.

(2) Prior to assigning any off-duty law enforcement officers, the Chief of Police or his designee shall verify that the balance in the escrow account of the person or entity requesting services is sufficient to cover the compensation and fees for the number of hours specified in the request for services. The Chief of Police shall not assign a request for services from any person or entity unless all fees and compensation required in the manner described above have been deposited with the Borough Treasurer. No officer shall provide any such service for more hours than are specified in the request for services.

(3) In the event the funds in such escrow account should become depleted, services of off-duty

law enforcement officers shall cease and requests for further of future services shall not be performed or assigned until additional funds have been deposited in the escrow account in the manner prescribed above.

(4) The person or entity requesting such services shall be responsible for ensuring that sufficient funds remain in the escrow account in order to avoid any interruption of services.

E. Requests for services. All requests to the Borough of Hamburg for the services of off-duty law enforcement officers in the Hamburg Police Department for a period of one week or longer shall be forwarded to the Chief of Police for assignment at least 10 days before such services are required. Any law enforcement officers, when so employed by the Borough, shall be treated as an employee of the Borough; provided, however, that wages earned from outside employment shall not be applied toward the pension benefits of law enforcement officers so employed, nor shall hours worked for outside employment be considered in any way compensable as overtime.

F. Rates of compensation; administrative fee; payment for services.

(1) Rates of compensation for contracting off-duty law enforcement officers are hereby established as follows:

- (a) 2023: \$100 per hour.
- (b) 2024: \$105 per hour.
- (c) 2025: \$110 per hour.
- (d) 2026: \$110 per hour.
- (e) 2027: \$110 per hour.

(2) An additional fee of 15% of the salary at time and one half per hour is hereby established to cover administrative costs, overhead and out-of-pocket expenses of the Borough of Hamburg.

(3) Payment to off-duty law enforcement officers for outside employment shall be made through the Borough's payroll process.


(4) Payment for a patrol vehicle will be \$75 per eight-hour shift. A fee of \$10 per hour shall be payable for each continuous succeeding hour in the twenty-four-hour cycle.

G. There shall be a four-hour minimum charge for all off-duty police services hereunder. Cancellations must be received by the Hamburg Borough Police Department not less than two hours prior to the scheduled start of any off-duty job. Failure to cancel at least two hours prior to the scheduled start of any off-duty job shall result in a four-hour minimum charge hereunder. All payments for such services shall be collected and paid to the Borough of Hamburg.

H. Disclaimer. All ordinances, codes or parts thereof inconsistent with any of the provisions of this new section are hereby repealed to the extent of such inconsistency. If any section or provision of this chapter shall be held invalid by any court of competent jurisdiction, the same shall not affect the other sections or provisions of this chapter, except so far as the section or provision so declared invalid which shall be inseparable from the remainder of any portion thereof.

CERTIFICATION

NOTICE is hereby given that the above ordinance was introduced and passed on first reading of a meeting of the Mayor and Council of the Borough of Hamburg, held on Monday, January 5, 2026 at 7 p.m. and will be considered for a final passage at a regular meeting of the Mayor and Council to be held on Monday, February 2, 2026 at 7 p.m. or as soon thereafter as same can be considered, in the Municipal Building, 16 Wallkill Avenue, Hamburg, New Jersey at which time and place all persons interested therein or affected thereby will be given an opportunity to be heard concerning the same. A copy of said Ordinance is on file in the Office of the Borough Clerk, Municipal Building, 16 Wallkill Avenue, Hamburg, New Jersey and is available for public inspection during regular business hours. During the week prior and up to the time of public hearing, copies of said Ordinance will be available to the member of the general public who request the same.


Jean Stephens
Deputy Clerk