

Township of Nutley

Department of Public Safety
Public Safety Building
228 Chestnut Street
Nutley, New Jersey 07110



Alphonse Petracco
Director

Telephone: (973) 284-2197
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NEW PAY RATE Effective Tuesday November 19, 2013
POLICE SERVICES REQUEST

The Firm / Individual / Organization of _____

_____ Telephone: Office _____ Cell _____ herein requests

the Police Department of the Township of Nutley to provide Police Services on _____

from _____ to _____
Start Time Finish Time

Date

Location: _____

Duties To Be Performed: _____

at the rate of Street Construction regardless of rank, rate of pay shall be \$65 per hour + \$5 per hour
Administrative Fee = \$70.00 per hour + \$9.00 per hour vehicle fee = \$79.00 per hour.

When an event requires the mandatory presence of Police Officers for public safety reasons
the participating Officer's rate of pay shall be 1 1/2 times their regular hourly pay + \$5 per hour
administrative fee.

All other requests for Police Officers presence that are not mandatory the rate of pay shall be
\$30 per hour + \$5 per hour administrative fee = \$35 per hour.

Vehicle fee: Whenever use of a Police vehicle is required it will be billed at \$9.00/Hr per vehicle

READ BEFORE SIGNING:

NOTICE: The undersigned makes this request with the expressed understanding and agreement that the Township of Nutley Police Department must give priority to Departmental responsibilities and has no obligation to fulfill this request nor responsibility or liability for failure to fill the same.

The agent signing this request certifies that the payment for services requested herein shall be paid to the Treasurer of the Township of Nutley within ten (10) business days from the date of receipt of the invoice for such services.

This request is made this _____ day of _____, 20____
by _____ as a duly authorized agent for the firm / individual /
organization listed above, who certifies that he / she has read and understands the provisions of Chapter 49, Article III
of the Municipal Code a copy of which is attached hereto.

If the firm / individual / organization requesting police coverage for this event cancels within two (2) hours of
the starting time, the firm / individual / organization shall be responsible to pay a minimum of two hours for each
officer assigned. If the firm / individual / organization requesting police coverage for this event cancels after the start
time of the detail the firm / individual / organization shall be responsible to pay a minimum of four (4) hours for each
officer assigned.

Date: _____ Signature: _____

Date: _____ Chief of Police: _____

Approved Disapproved

Code of the Township of Nutley

Chapter 49: Police Department Article III: Extra Duty Assignments

49-12. Definitions.

As used in this article, the following terms shall have meanings indicated:

EXTRA DUTY ASSIGNMENT - Any police-related service which the Township is not obligated or expected to provide as part of its regular plan of police services. Extra duty assignments shall also include parades, carnival, on-street events, and other activities that require police security in the interest of public safety.

49-13. Extra duty permitted.

Police officer shall be permitted to perform extra duty assignments through their employment with the township as regulated by this Article.

49-14. Application procedure.

The local school board or any private entity or individual may request police officers for extra duty assignments. Applications describing the specific nature of the services being requested shall be submitted to the Chief of Police who shall determine the propriety of each such request. Extra duty assignments of an optional nature shall be made available to members of the Police Department who may wish to engage in such activities. The Chief of Police shall employ overtime as necessary to provide manpower for extra duty assignments.

49-15. Responsibility for compensation.

The local school board or any private entity or individual requesting services pursuant to this article shall be responsible for the cost of such services as set forth in _ 49-16. The Township Treasurer shall issue to each recipient of services a statement of charges which shall be payable to the Township within 10 days.

49-16. Rates and charges.

1. Hourly rates for extra duty assignments shall be established in accordance with the collective bargaining agreement between the Township of Nutley and Nutley PBA/SOA Local 33.
2. Hourly rates for mandatory extra duty assignments shall be at a rate of time and one half in accordance with the annual salary ordinance. A minimum charge of two hours shall apply to each mandatory extra duty assignment, including any event that cancels with less than two hours notice to the Township.
3. Administrative fees, as established annually by resolution, shall be added to the hourly rates set forth herein. Administrative fees may also be charged for the provision of police vehicles and equipment. All such administrative shall be the responsibility of the individual or entity requesting services under this Article, except that no administrative fee shall be charged to the Nutley Board of Education.

49-17. Disbursements.

The Township Treasurer shall pay to any police officer performing extra duty assignments such amount earned, less administrative costs and regular payroll deductions. Payment to officers shall be made during the next regular pay period following the performance of any extra duty assignments.

49-18. Limitation of liability.

The performance of any optional extra duty assignment is contingent upon the township's ability to provide the necessary manpower through the employment of off-duty police personnel. In the event that the Police Department fails to perform or complete any extra duty assignment, the township's liability shall be limited to refunding any fee or portion thereof received as payment for such services.