

**TOWNSHIP OF HAMILTON
COUNTY OF MERCER, NEW JERSEY**

ORDINANCE

No. **25-021**

1ST READING AUGUST 19, 2025

DATE TO MAYOR SEPT. 17, 2025

2ND READING & PUBLIC HEARING SEPT. 16, 2025

DATE RESUBMITTED TO COUNCIL _____

WITHDRAWN _____ LOST _____

DATE EFFECTIVE _____

APPROVED AS TO FORM AND LEGALITY

FACTUAL CONTENTS CERTIFIED TO BY

TOWNSHIP ATTORNEY

TITLE

ORDINANCE AMENDING AND SUPPLEMENTING THE *CODE OF THE TOWNSHIP OF HAMILTON, NEW JERSEY, CHAPTER 5, ADMINISTRATION OF GOVERNMENT, PART 4, DEPARTMENTS, ARTICLE XI, DEPARTMENT OF PUBLIC SAFETY, § 5-65 OFFICE OF MUNICIPAL EMERGENCY MANAGEMENT and AMENDING AND SUPPLEMENTING § 5-66 (RESERVED)*

Be It Ordained by the Council of the Township of Hamilton, in the County of Mercer and State of New Jersey, that the *Code of Ordinances of Hamilton Township, New Jersey, Chapter 5, Administration of Government, Part 4, Departments, Article XI, Department of Public Safety, § 5-65, Office of Emergency Management and § 5-66, (Reserved)* be amended and supplemented as follows:

Chapter 5

ADMINISTRATION OF GOVERNMENT

PART 4. DEPARTMENTS

ARTICLE XI. DEPARTMENT OF PUBLIC SAFETY

.....

§ 5-65. Office of Municipal Emergency Management and Municipal Emergency Management Coordinator.

- A. There shall be an Office of Emergency Management, pursuant to N.J.S.A. App. A:9-40.1 et seq. and Executive Order No. 101, in the Department of Public Safety[, and there shall be a [Coordinator of Emergency Management].
- B. The Mayor, in accordance with N.J.S.A. App. A:9-40.1 and NJOEM Directive 7, shall appoint a Municipal Emergency Management Coordinator from among the residents of the Township and who may be the Mayor. The Municipal Emergency Management Coordinator shall serve as Chairperson of the Emergency Management Council
- C.[B.] The Municipal Emergency Management Coordinator, subject to fulfilling the requirements of law, shall serve at the pleasure of the Mayor. As a condition of appointment and right to continue the full term of appointment, the Municipal Emergency Management Coordinator shall have successfully completed, at the time of appointment or within one (1) year immediately following appointment or the effective date of this chapter, whichever is later, the current approved home study course and the basic emergency management workshop. The failure of any Municipal Emergency Management Coordinator to fulfill such requirement within the period prescribed shall disqualify the Municipal Emergency Management Coordinator from continuing in the office of Municipal Emergency Management Coordinator and thereupon a vacancy in said office shall be deemed to have been created.
- D. The Coordinator of Emergency Management shall be responsible for the planning,

EXPLANATION

Matter UNDERLINED thus in this legislation is new matter.
Matter contained in BRACKETS [thus] is to be omitted from the law.

**TOWNSHIP OF HAMILTON
COUNTY OF MERCER, NEW JERSEY**

ORDINANCE

No. **25-021**

ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWNSHIP OF HAMILTON, NEW JERSEY, CHAPTER 5, ADMINISTRATION OF GOVERNMENT, PART 4, DEPARTMENTS, ARTICLE XI, DEPARTMENT OF PUBLIC SAFETY, § 5-65 OFFICE OF MUNICIPAL EMERGENCY MANAGEMENT and AMENDING AND SUPPLEMENTING § 5-66 (RESERVED)

coordinating, directing and control of emergency management operations.] The Municipal Emergency Management Coordinator shall be responsible for the planning, activating, coordinating, and the conduct of emergency management operations within the Township. [N.J.S.A. App. 9-40.4 and NJOEM Directive 7]

E. The Municipal Emergency Management Coordinator, subject to the Mayor's approval, in accordance with N.J.S.A. App. A:9-40.3 and NJOEM Directive 7, shall appoint a Deputy Emergency Management Coordinator from amongst the salaried officers of employees of the Township.

F. [C.]All departments of the Township shall cooperate with and assist the Office.

§ 5-66. Local Emergency Management Council (EMC).

A. There is hereby established, within the Township of Hamilton, a Local Emergency Management Council ("EMC") as required by N.J.S.A. App.A:9-41 and 9-43.2 through 9-43.4 and NJOEM Directive 9.

B. Membership: Officers of EMC. The EMC shall be comprised of up to 15 members who, in accord with N.J.S.A. App. A:9-41, shall be appointed by the Mayor, and who shall serve at the pleasure of the Mayor. The composition of the EMC is as set forth below:

(1) Mayor.

(2) Township Business Administrator.

(3) Township Chief Financial Officer.

(4) Township Attorney.

(5) Township Engineer.

(6) Municipal Emergency Management Coordinator/ EMC Chairperson.

(7) Deputy Municipal Emergency Management Coordinator(s).

(8) Chief of Police or his/her designee. If Chief of Police is Municipal Emergency Management Coordinator, then Municipal Emergency Management Deputy 2 Coordinator.

(9) Fire Division Chief or his/her designee. If Fire Department Chief is Municipal Emergency Management Coordinator, then Municipal Emergency Management Deputy 1 Coordinator.

(10) Director of Public Works or his/her designee. If Director of Public Works is Municipal Emergency Management Coordinator, then Municipal Emergency Management Deputy 3 Coordinator.

(11) Director of Health or his/her designee.

(12) Director of Water Pollution Control or his/her designee.

(13) Director of Community and Economic Development or his/her designee.

**TOWNSHIP OF HAMILTON
COUNTY OF MERCER, NEW JERSEY**

ORDINANCE

No. **25-021**

ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWNSHIP OF HAMILTON, NEW JERSEY, CHAPTER 5, ADMINISTRATION OF GOVERNMENT, PART 4, DEPARTMENTS, ARTICLE XI, DEPARTMENT OF PUBLIC SAFETY, § 5-65 OFFICE OF MUNICIPAL EMERGENCY MANAGEMENT and AMENDING AND SUPPLEMENTING § 5-66 (RESERVED)

- (14) Township Public Information Officer.
- (15) Township Public School Superintendent or his/her designee.
- C. The EMC is directed, within the limits of appropriations, to establish an adequate organization to assist in supervising and coordinating the emergency management activities in the Township.
- D. The EMC shall assist the Township in establishing various local volunteer agencies needed to meet the requirements of all local emergency management activities in accordance with rules and regulations established by the governor in pursuance of the provisions of this chapter. N.J.S.A. App. 9-41 and NJOEM Directive 9.
- E. The EMC shall meet a minimum of two times per year.
- F. The EMC shall prepare a written emergency operations plan focused on all hazards, including homeland security, flooding, fire, loss of utilities and sanitary services, and shall confidentially share such plans as necessary with the various Township departments and personnel impacted by such plans.
- G. The EMC shall, at least once per year, review previously prepared emergency response plans and update same as necessary.
- H. The EMC members shall participate in training and exercises as required by the Chairperson of the EMC and/or the Director of the New Jersey Office of Emergency Management.
- I. School Safety and Security Plans
- (a) The Township shall stay in compliance with N.J.A.C. 6A: 16-5.1 School Safety and Security Plans.
- (b) The Township Public School Superintendent or his/her designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners and school and other community resources, as appropriate, in the development of the school district's plans, procedures and mechanisms for school safety and security.
- (c) The plans, procedures and mechanisms shall be consistent with the provisions of N.J.A.C. 6A: 16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the New Jersey Commissioner of Education.
- (d) The plans, procedures and mechanisms shall be reviewed annually and updated, as appropriate.
- J. The EMC shall collaborate with state, county, municipal and other Emergency Management Councils and personnel.
- K. All members of the EMC shall maintain confidentiality and adhere to all laws, regulations

**TOWNSHIP OF HAMILTON
COUNTY OF MERCER, NEW JERSEY**

ORDINANCE

No. **25-021**

ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWNSHIP OF HAMILTON, NEW JERSEY, CHAPTER 5, ADMINISTRATION OF GOVERNMENT, PART 4, DEPARTMENTS, ARTICLE XI, DEPARTMENT OF PUBLIC SAFETY, § 5-65 OFFICE OF MUNICIPAL EMERGENCY MANAGEMENT and AMENDING AND SUPPLEMENTING § 5-66 (RESERVED)

and executive orders governing the confidentiality of any and all emergency operations plans to the extent by law, including but not limited to the common law, the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., and Executive Order 21 (McGreevey 2002).

Any Ordinance or Ordinances in conflict with the provisions of these Ordinances are repealed to the extent of such conflict.

PRESIDENT

MUNICIPAL CLERK

RECORD OF VOTE													
First Reading							Second Reading						
COUNCIL	AYE	NAY	NV	AB	ORD	SEC	COUNCIL	AYE	NAY	NV	AB	ORD	SEC
ANTHONY P. CARABELLI, JR.	✓				✓		ANTHONY P. CARABELLI, JR.						
NANCY PHILLIPS	✓					✓	NANCY PHILLIPS						
CHARLES F. WHALEN	✓						CHARLES F. WHALEN						
PASQUALE "PAT" PAPERIO, JR.	✓						PASQUALE "PAT" PAPERIO, JR.						
RICHARD L. TIGHE, JR.	✓						RICHARD L. TIGHE, JR.						

X - Indicates Vote A.B. - Absent N.V. - Not Voting ORD. - Moved SEC. - Seconded

REJECTED _____

JEFFREY S. MARTIN, MAYOR

DATE

APPROVED _____

RECONSIDERED BY COUNCIL _____

OVERRIDE VOTE

AYE _____

NAY _____