

**BOROUGH OF FANWOOD  
SPECIAL MEETING OF THE MAYOR AND COUNCIL  
MARCH 9, 2020**

A Special Meeting of the Mayor and Council was held on March 9, 2020 at Borough Hall 75 N Martine Avenue, Fanwood NJ 07023 at 5:30PM

Council President Erin McElroy Barker presided and stated: I hereby announce and request that such be included in the minutes of the meeting that notice of the time, place and date of this meeting has been prominently posted on the bulletin board at Borough Hall, mailed to the Times and mailed to any person requesting same in accordance with the requirements of the Open Public Meetings Act.

**ROLL CALL**

Present: Anthony Carter, Erin McElroy Barker, Katherine Mitchell, Patricia Walsh

Absent: Jeffrey Banks, Francine Glaser, Mayor Mahr

Also Present: Fred Tomkins, Colleen Huehn, Russell Huegel

**NEW BUSINESS**

**Administration and Finance – Erin McElroy Barker**

McElroy Barker/Walsh moved resolution 20-03-71. The motion carried.

**BOROUGH OF FANWOOD  
RESOLUTION 20-03-71**

**WHEREAS**, every municipality in the State of New Jersey is required to have an individual serve as a Municipal Clerk pursuant to *N.J.S.A.* 40A:9-133;

**WHEREAS**, the Borough of Fanwood (“Borough”) requires an individual to carry out the statutory following functions: act as custodian of records, secretary to the governing body, the administrator of local elections, the registrar of voters in the municipality, receive license applications and maintain the records required by statute as well as other important governmental duties;

**WHEREAS**, the Borough has had an Acting Clerk serving with distinction in this important role whose temporary appointment is expiring;

**WHEREAS**, the governing body has engaged the services of a search firm to assist in the hiring of an individual and has presented several qualified candidates;

**WHEREAS**, as a result of this process, the governing body has identified an individual to serve in this important capacity;

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor & Council of the Borough of Fanwood, hereby appoint Kathleen Holmes of Union Township to the position of Borough Clerk with all of the privileges, duties and responsibilities that attach to that position under law. This appointment shall be effective on March 30, 2020.

This is to certify that the above is a true copy of a resolution adopted by the Borough Council on March 9, 2020.

McElroy Barker/Walsh moved to table Resolution 20-03-72. Motion carried.

**Public Safety – Anthony Carter**

**Ordinance 20-08-R**

Carter/Walsh moved Ordinance 20-08-R on first reading. Motion carried. Second reading and final adoption will be held at a Special Meeting on March 23, 2020 or as soon thereafter as the matter can be heard.

**BOROUGH OF FANWOOD  
COUNTY OF UNION**

**ORDINANCE NO. 20-08-R**

**AN ORDINANCE OF THE BOROUGH OF FANWOOD, COUNTY OF UNION,  
AND STATE OF NEW JERSEY, ESTABLISHING QUALIFICATIONS FOR A POLICE  
OFFICER**

**WHEREAS**, the Borough of Fanwood (“the Borough”), wishes to determine the appropriate qualifications for candidates for the position of police officer; ;

**BE IT ORDAINED** by the Mayor and Council of the Borough of Fanwood, County of Union, State of New Jersey as follows:

Section 67-5 is hereby amended as follows:

Except as provided by law, no person shall be appointed as a member of the Fanwood Police Department unless the individual possesses the following qualifications:

- A. Be able to read, write and speak the English language well and intelligently;
- B. Be a citizen of the United States and a resident of New Jersey pursuant to N.J.S.A. 40A:14-123.1;
- C. Has never been convicted of a criminal offense involving moral turpitude;
- D. Be not less than 21 years old nor over 35 years of old, except as otherwise set forth in N.J.S.A. 40A:14-127 and N.J.S.A. 40A:14-127.1;
- E. Be of good health and sound body as shown by a certificate of the examining physician and psychologist as provided in § 67-4 and sufficient to satisfy the Board of Trustees of the Police and Firemen's Retirement System of New Jersey as to the person's eligibility for membership in the retirement system and provide proof of fitness for duty as a police officer;
- F. An applicants must meet one of the following educational requirements:
  - (1) A Bachelors Degree in Criminal Justice or Public Administration, signifying completion of the undergraduate curriculum and graduation from an accredited college or university; or
  - (2) An Associates Degree in Criminal Justice or Public Administration or have completed 60 college credits towards a degree in Criminal Justice or Public Administration from an accredited college or university and at least two years of satisfactory employment; or
  - (3) Completed 60 college credits towards a degree in Criminal Justice or Public Administration or equivalent from an accredited college or university, and at least two years of active duty military service with an honorable discharge and be a certified police officer by the New Jersey Police Training Commission.
- G. Successful completion of a written exam administered by the New Jersey State Association of Chiefs of Police (NJSACOP);
- H. Successful completion of comprehensive background investigations;
- I. Successful completion of comprehensive drug screenings;
- J. Successful completion of the Fanwood Police Department, Public Safety Committee and Borough Council oral interviews;
- K. Successful completion of the New Jersey State Certified Police Training Program;

- L. Successful completion of the Fanwood Police Department Field Training Program;
- M. Successful completion of the Fanwood Police Department probationary period;
- N. Comply with the Fanwood Police Department tattoo policy;
- O. Preference given to residents of the Borough of Fanwood, Township of Scotch Plains, Union County, subject to the provisions of N.J.S.A. 40A:14-123.1;
- P. Comply with all Fanwood Police Department, Public Safety Committee and Borough Council policies;
- Q. Be of good moral character; and
- R. Possess a valid New Jersey driver's license.

**BE IT FURTHER ORDAINED** this section of 67-5 shall take effect as provided by law.

**Ordinance 20-09-R**

**Withdrawn**

McElroy Barker/Mitchell moved to open the meeting to the public. Motion carried.

No one present

McElroy Barker/Carter moved to close the meeting to the public. Motion carried.

McElroy Barker/Walsh moved to adjourn the meeting. Motion carried.

The meeting adjourned at 6:20PM.

Respectfully submitted,

*Colleen M. Huehn*

Colleen M. Huehn  
Acting Borough Clerk