

**TOWNSHIP OF NORTH BRUNSWICK
ORDINANCE 26-08**

**AN ORDINANCE OF THE TOWNSHIP OF NORTH BRUNSWICK AMENDING CHAPTER 61,
“PERSONNEL,” ARTICLE II, “EMPLOYMENT,” OF THE CODE OF THE TOWNSHIP OF NORTH
BRUNSWICK TO ESTABLISH A SECTION FOR “OTHER” COMPENSATION**

WHEREAS, Chapter 61 of the Code of the Township of North Brunswick, entitled *Personnel*, Article II, *Employment*, Section 13, *Compensation*, addresses employees of the Township who are not covered by the provisions of a collective bargaining agreement or individual employment contract; and

WHEREAS, the 2026 Collective Bargaining Agreement with Local 108 (Clerical Division) – UFCW, RWDSU, AFL-CIO, CLC includes an annual stipend for employees who maintain certain licenses, certifications, or memberships that have been determined to provide a benefit to the community; and

WHEREAS, the Township Council desires to amend Chapter 61 to permit a limited and defined stipend program for eligible non-union employees who are not otherwise covered by a collective bargaining agreement or employment contract and who maintain specified certifications that provide a demonstrable benefit to the Township and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey, that:

Section 1.

Chapter 61, *Personnel*, Article II, *Employment*, is hereby amended by adding a new section entitled “**G. Other Compensation**”, to read as follows:

§ 61-13. Item **G. Other Compensation – Stipend**

1) Stipend Authorized.

The Township shall provide an annual stipend in the amount of Five Hundred Dollars (\$500.00) to eligible employees who maintain active membership, licensure, or certification in one (1) or more of the following areas, provided such certification is current and in good standing:

- Community Emergency Response Team (CERT) Certification
- Firefighter I Certification
- Registered Emergency Medical Technician (EMT) Certification

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- Domestic Violence Specialist (DVS) Certificate; Violence Against Women Certificate (VAWC); or Intimate Partner Violence Advocate (IPVA) Certificate

2) Eligibility Requirements.

To be eligible for the stipend, an employee must meet *all* of the following criteria:

- Hold permanent status with the Township of North Brunswick under the New Jersey Civil Service Commission;
- Be a full-time, non-exempt employee, *regularly scheduled* to work more than thirty (30) hours per normal or routine workweek;
- Not be covered by the provisions of a collective bargaining agreement or individual employment contract that provides a similar stipend or compensation benefit; and
- Maintain the applicable certification or license in active and current status for the applicable calendar year.

3) **Administration.**

Verification and Approval.

Eligibility for the stipend and verification of required certifications or licenses shall be subject to review and approval by the Township's Human Resources Department and/or Administration Department. Documentation demonstrating active and current certification shall be provided by the employee in a form acceptable to the Township.

Timing of Payment.

The stipend shall be paid in January following the completion of a full calendar year during which the employee maintained active certification in one (1) or more of the approved categories and satisfied all eligibility requirements set forth herein.

Stipend Cap.

The stipend shall be capped at Five Hundred Dollars (\$500.00) per eligible employee per calendar year, regardless of whether the employee maintains eligibility in more than one approved certification category. No partial or prorated stipend payments shall be made in the event of retirement, separation from service, or failure to satisfy the eligibility requirements for a full calendar year.

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Payroll Processing.

Eligibility and payment of the stipend shall be subject to verification by the Township's Human Resources and/or Administration Department, and payment shall be made in accordance with Township payroll practices.

Stipend shall be paid in January following the employee completing a full calendar year of under one or more of the categories approved area and meeting eligibility requirements.

Section 2.

Nothing herein shall be construed to create a contractual right to compensation, nor to expand eligibility beyond the classifications expressly identified herein.

Section 3.

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 4.

This Ordinance shall take effect upon final passage and publication as provided by law.