

**DIVISION OF LOCAL GOVERNMENT SERVICES**  
**SHARED SERVICES AGREEMENT**  
**COVER SHEET**

PROVIDER: Robbinsville Township COUNTY: Mercer

RECIPIENT: Robbinsville Township Board of Education COUNTY: Mercer

**BRIEF DESCRIPTION OF SERVICE:**

School Resources Officer

EFFECTIVE DATE: 9/1/16

EXPIRATION DATE: 6/30/17

ESTIMATED COST SAVINGS  
TO BE ACHIEVED OVER THE TERM OF THE AGREEMENT \$45,000 + the cost of health benefits (\$20K?)

Please submit this cover sheet with shared service agreement either via email to [EGG@dca.state.nj.us](mailto:EGG@dca.state.nj.us) or hard copies may be mailed to the Division of Local Government Services at PO Box 803, Trenton, NJ 08625-0803. Mailed correspondence should be sent to the attention of Shared Services.

**A RESOLUTION AUTHORIZING AND APPROVING A SHARED SERVICES  
AGREEMENT FOR SCHOOL RESOURCE OFFICER SERVICES BETWEEN THE  
ROBBINSVILLE PUBLIC SCHOOL DISTRICT AND  
THE TOWNSHIP OF ROBBINSVILLE**

**WHEREAS**, the Robbinsville Public School District desires to contract with the Township of Robbinsville for the provision of school resource officer services to the Robbinsville Public School District for the period of September 1, 2016 to June 30, 2017; and

**WHEREAS**, the Township of Robbinsville has agreed to provide services to the Robbinsville Public School District at a rate of \$45,000.00 annually; and

**WHEREAS**, such agreements are authorized pursuant to the Uniform Shared Services Consolidation Act, N.J.S.A. 40A:65-1 et. seq.; and

**WHEREAS**, this agreement is in the best interest of the Township of Robbinsville.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Robbinsville, in the County of Mercer and State of New Jersey, that the Shared Services Agreement between the Robbinsville Public School District and the Township of Robbinsville for the provision of services is authorized and accepted and the proper officials of the Township of Robbinsville are authorized to execute said agreement.

**BE IT FURTHER RESOLVED** that the agreement shall take effect upon the execution of agreement by the parties in accordance with N.J.S.A. 40A:65-5(c), et seq.

**BE IT FURTHER RESOLVED** that a copy of this resolution and agreement shall be forwarded to the Director of the Division of Local Government Services as per NJSA 40A:65-4 (3)b.

I certify this to be a true copy of a resolution adopted by the Township Council of the Township of Robbinsville at a meeting held on August 25, 2015.



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Michele Seigfried, Municipal Clerk

SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF ROBBINSVILLE  
AND THE ROBBINSVILLE PUBLIC SCHOOL DISTRICT

THIS SHARED SERVICE AGREEMENT is effective September 1, 2016 until June 30, 2017, between the TOWNSHIP OF ROBBINSVILLE, a municipal corporation of the State of New Jersey, 1 Washington Blvd., Robbinsville, NJ, hereinafter referred to as “the Township” and the ROBBINSVILLE PUBLIC SCHOOL DISTRICT, hereinafter referred to as “the School District” 155 Robbinsville-Edinburg Road, Robbinsville NJ 08691.

*Witnesseth that:*

**Whereas**, the School District desires to contract with the Township for the provision of a School Resource Officer; and

**Whereas**, the Township is agreeable to providing a School Resource Officer to the School District for a fee and certain specified conditions; and

**Whereas**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. permits local units of this State to enter into a contract with any other local unit for the joint provisions within their combined jurisdictions of any service which any party to the agreement is empowered to render within its jurisdiction; and

**Whereas**, the Township and the School District have authorized and approved of this Agreement by resolution duly adopted pursuant to *N.J.S.A. 40A:65-5* of the *Uniform Shared Services Consolidation Act*.

**Now, Therefore**, in consideration of the mutual agreements and covenants contained herein, the parties hereto agree as follows:

1. **Term/Termination.** This agreement shall take effect September 1, 2016 and expire June 30, 2017. Either party shall have the right to immediately terminate this Agreement upon breach by the other party.
2. **Scope of Service:** Township agrees to provide the school district with the services of a police officer during that part of the term herein that is commensurate with the school year (September to June). Said police officer shall act as the (SRO) School Resource Officer (SRO) and perform such duties and have those obligations consistent with the SRO position as established by the Chief of Police of Robbinsville Township. Although assigned to the school on a full-time basis, the SRO so assigned remains an employee of the municipality and its police department. That officer shall remain subject to all rules and regulations of the police department and shall not be considered an employee of the school district. This position will be in accordance with any applicable requirements set forth by the Township of Robbinsville Police Department and/or the PBA contract, and/or any amendments or successor contracts thereto, in accordance with the Township’s laws and policies.
3. **Fees.** The Township shall charge the School District an amount equal to \$45,000.00, which is approximately half of the annual salary for the Police Officer. The School

District shall not be responsible to pay for any of the benefits the Police Officer is entitled to receive under the PBA Contract or any other Township law or policy.

4. **Billing and Payments.** The Township will bill the School District for said amount of \$45,000.00. Payment shall be due from the School District within 30 days of the date of the billing.
5. **Status of Employee.** The SRO shall remain an employee of the Township Division of Police throughout the term of this Agreement.
6. **Liability.** The School District agrees to hold the Township, its officers, employees and agents harmless from any and all claims of whatever nature or type arising from the provision of services under this Agreement. The School District shall name the Township as an additional insured on its liability insurance. A Certificate of Insurance naming the Township as an additional insured shall be provided to the Township Business Administrator within thirty (30) days of the execution of this agreement by all parties.
7. **Modification.** This Agreement may not be changed orally, and may be modified or amended only by a written agreement signed by both Parties.
8. **Renewal.** Each party shall notify the other in writing sixty (60) days before expiration of this agreement if it desires to continue services and negotiate a new contract for the succeeding year.

**IN WITNESS WHEREOF**, parties of the Agreement have caused it to be signed by their proper officers and their corporate seals to be affixed as of the day and year set forth above.

ATTEST: (Affix Seal)

TOWNSHIP OF ROBBINSVILLE

\_\_\_\_\_  
MICHELE SEIGFRIED,  
Township Clerk

\_\_\_\_\_  
DAVID FRIED  
Mayor

ATTEST: (Affix Seal)

THE ROBBINSVILLE PUBLIC  
SCHOOL DISTRICT

\_\_\_\_\_  
Business Administrator/  
Board Secretary  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
President  
Print Name: \_\_\_\_\_