

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

PROVIDER: Hopewell Township COUNTY: Mercer

RECIPIENT: Hopewell Borough COUNTY: Mercer

BRIEF DESCRIPTION OF SERVICE:

Police protection services

EFFECTIVE DATE: January 1, 2015

EXPIRATION DATE: December 31, 2020

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.

**CONTRACT FOR POLICE SERVICES  
BOROUGH OF HOPEWELL  
January 1, 2015 through December 31, 2020**

**WHEREAS**, the Borough of Hopewell, a municipal corporation of the State of New Jersey, desires to contract with the Township of Hopewell, a municipal corporation of the State of New Jersey, for the furnishing of police protection within its municipality pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65A-1 *et seq.*: and

**WHEREAS**, the parties have discussed the terms and conditions of the Township of Hopewell providing complete police protection to the Borough of Hopewell.

**NOW, THEREFORE**, in consideration of the foregoing premises, the undersigned parties hereby agree as follows:

1. The Township of Hopewell agrees to provide, through its police department, police services to the Borough of Hopewell for the term 1/1/2015 through 12/31/2020.
2. The Township of Hopewell agrees to maintain the school crossing guard posts and times as set forth on the attached schedule. Any additional crossing guard posts or times that are necessary in the Borough of Hopewell shall be paid for as an additional cost by the borough of Hopewell at an amount negotiated between the Borough and Township.
3. Hopewell Borough shall pay Hopewell Township according to the following schedule for all police services including radio communications dispatching service and maintenance of the school crossing guard posts and such services as described in the Schedule A, attached.

The formula for costs allocation uses actual expenses from the prior year and applies a percentage of valuation formula. This formula utilizes the average equalized valuations of both Hopewell Township and Hopewell Borough as certified by the County of Mercer. The annual cost for services shall be calculated January 1 of each calendar year. Any increases/decreases to the prior agreement based on actuals will be included with the next years billing.

4. Payments shall be made in four quarterly installments due on February 1, April 1, July 1 and October 1.
5. The Borough of Hopewell agrees that if it makes any requests to the Township of Hopewell for special events, other than for the annual Memorial Day parade and the Harvest Fair, it will pay the Township in accordance with the Township's special duty fee schedule. Services for such special events beyond the scope of this agreement will be fulfilled with Special Duty Officers and the Borough of Hopewell, or a non-governmental entity hiring the special duty officers, will be charged accordingly, provided there is available staff. If sufficient Township officers are not available, the Hopewell Township police department will request assistance from the Mercer County Sheriff's Department or another police department.


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6. It is understood that legislative action including but not limited to collective bargaining agreements, pension contributions or health insurance benefits may alter this agreement, in whole or in part, during the term of this agreement. In the event of such change, the parties agree to amend this agreement to conform to statutory amendments within 60 days of any effective date of the legislation.
7. It is understood by both parties that the staffing levels of the police and dispatch staff is presumed to remain at levels necessary to provide the agreed upon services.
8. The Borough of Hopewell and the Township of Hopewell may amend this agreement by resolution, at any time, to formalize any negotiation for a mutually agreed upon additional but unanticipated expense related to this agreement but not defined in it.
9. The Borough of Hopewell and the Township of Hopewell agree that this agreement shall be effective 12:01 A.M. prevailing time, on January 1, 2015 or on such date thereafter when all necessary resolutions are adopted by both municipalities approving this agreement in full. This contract shall remain in effect until December 31, 2020 at 12:00 P.M. Midnight.
10. It is agreed and understood that the Borough will hold the Township harmless and defend the Township against any and all claims brought against the Township or any agent or employee thereof arising out of the Township's performing any activity on behalf of the Borough under this agreement. It is further agreed and understood that the Township will hold the Borough harmless and defend the Borough against any and all claims brought against the Borough or any agent or employee thereof arising out of the Township's performing any activity on behalf of the Borough under this agreement. Neither the Borough nor the Township will hold the other harmless or defend the other under the terms of this agreement for any claims resulting from the willful misconduct or gross negligence of their respective employees or agents or as otherwise provided by law.


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IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 11<sup>th</sup> day of May, 2015.

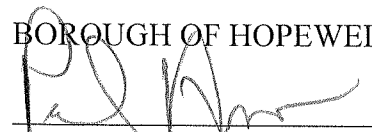
TOWNSHIP OF HOPEWELL

  
Harvey Lester, Mayor

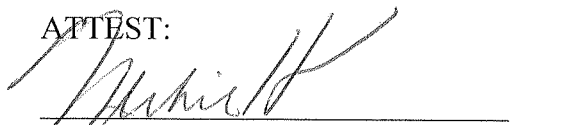
ATTEST:

  
Laurie Gompf  
Hopewell Township Clerk

BOROUGH OF HOPEWELL

  
Paul Anzano, Mayor

ATTEST:

  
Michele Hovan  
Hopewell Borough Administrator/Clerk

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**SCHEDULE A**

- Basis of Agreement:** The formula jointly accepted by the Township of Hopewell and the Borough of Hopewell is as demonstrated in Schedule "B". This formula uses actual expenses from the prior year and applies a % of valuation formula. This formula utilizes the average equalized valuations of both Hopewell Township and Hopewell Borough as certified by the County of Mercer. The annual cost for services shall be calculated January 1 of each calendar year. Any increases/decreases to the prior agreement based on actuals will be included with the next years billing.
- Crossing Guards:** Crossing Guards assigned to Hopewell Borough will be billed on a prior year actual bases with adjustments made in the next years billing.
- Unemployment costs for Hopewell Borough crossing guards shall be paid separately.

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**SCHEDULE B**

	<b>Cost</b>	<b>Basis</b>
Police Salary	3,036,340.51	2014 A
Police O/E	185,997.72	2014 A
Dispatch	634,580.70	2014 A
PFRS	617,339.00	2014 A
Medical	691,198.90	2014 A
Medical cont.	(125,409.61)	2014 A
FICA	240,758.95	2014 A
Life Insurance	11,724.90	2014 A
Vehicle Maint	32,438.47	2014 A
<u>Fuel</u>	<u>99,461.16</u>	<u>2014 A</u>
	<b>\$5,424,430.70</b>	<b>Total</b>

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		<b>Cost</b>	<b>Value</b>
Hopewell Township	92.6%	5,023,186.47	3,954,601,508.00
Hopewell Borough	7.4%	401,244.23	315,887,342.00
		5,424,430.70	4,270,488,850.00

<b>2015 Billing</b>	
Police Services	401,244.23
Crossing Guard	33,913.55
<b>Total</b>	<b>\$435,157.78</b>

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**HOPEWELL BOROUGH SCHOOL CROSSING GUARD POSTS**

- Post 1.                   Princeton Avenue and East Prospect Street  
From 8:15 AM to 8:45 AM  
From 3:30 PM to 4:00 PM  
One School Crossing Guard
- Post 2.                   East Broad Street and Princeton Avenue  
From 8:15 AM to 8:45 AM  
From 3:30 PM to 4:00 PM  
One School Crossing Guard
- Post 3.                   Broad Street and Greenwood Avenue  
From 8:15 Am to 8:45 AM  
From 3:30 PM to 4:00 PM  
One School Crossing Guard
- Post 4.                   West Broad Street and Eaton Place  
From 8:00 AM to 8:30 AM  
From 3:30 PM to 4:00 PM  
One School Crossing Guard