

**SHARED SERVICES AGREEMENT BY AND BETWEEN THE
TOWNSHIP OF HADDON AND THE BOROUGH OF AUDUBON PARK FOR THE
DUTIES AND SERVICES OF ASSISTANT TO HUMAN RESOURCES AND POLICE
DEPARTMENT ADMINISTRATION**

THIS DOCUMENT constitutes a Shared Services Agreement (“Agreement”) pursuant to N.J.S.A. 40A:65-1 et seq., entered into by and between the Township of Haddon, a body politic and municipal corporation of the State of New Jersey, with offices located at 135 Haddon Avenue, Haddon Township New Jersey 08108 (“Township”), and the Borough of Audubon Park, a body politic and municipal corporation of the State of New Jersey, with offices located at 2 Road C, Audubon Park, New Jersey 08106 (“Borough”). The date of the execution of this Agreement is the 23 day of April, 2024.

WITNESSETH

1. The Township of Haddon (“Township”) is a municipal corporation of the State of New Jersey with offices located at 135 Haddon Avenue, Haddon Township, NJ 08108;
2. Borough of Audubon Park (“Borough”) is a municipal corporation of the State of New Jersey with offices located at 2 Road C, Audubon Park, NJ 08106;
3. Both municipalities currently and independently provide Municipal duties relative to Human Resources and Police;
4. The Borough has an employee capable of supplying such services for both itself and the Township at a significant reduction in cost to both municipalities;
5. Accordingly, the Township and the Borough have pursued a plan for providing shared services for the position of Assistant to Human Resources and Police Department Administration;

6. As such, the Township designates the Borough as the provider for Assistant to Human Resources and Police Department Administration duties and services for the Township;

7. N.J.S.A. 40A:65-1 specifically authorizes local government units, to enter into agreements for the provision of shared services.

NOW, THEREFORE, in consideration of the mutual promises, agreements and other considerations made by and between the parties, the Township and the Borough do hereby agree as follows:

AGREEMENT

1. DESCRIPTION OF THE PROJECT.

The Township and the Borough shall consolidate Assistant to Human Resources and Police Department duties of the two municipalities wherein, the Borough shall provide the Township with its Assistant to Human Resources and Police Department duty services for the Township.

2. SCOPE OF SERVICES

The Township shall designate the Borough as the provider for Assistant to Human Resources and Police Department services and duties for the Township. The Borough shall provide the duties of the offices of Municipal Assistant to Human Resources and Police Department duties to the Township in accordance with this Agreement. The Municipal Clerk duties will consist of those statutory core duties established in N.J.S.A. 40A:9-133. The Assistant to Human Resources and Police Department Administration services shall consist of those duties requested by the Human Resources Office and Police Chief of each town.

3. COMPENSATION

The Township shall pay for the services provided for in accordance with this Agreement as follows:

A. The Township shall pay the Borough a total \$25,500.00 annually to perform the duties of the Assistant to Human Resources and Assistant to Police Department Administration.

B. The Borough shall bill the Township quarterly for services rendered in the amount of \$6,375.00 for Assistant to Human Resources and Police Department Administration shall be billed for the actually amount of hours worked during each quarter;

C. The Township shall pay the Borough within 60 days of the date of invoice. In the event the Township fails to make payment within 120 days of being invoiced, the Borough shall have the right to terminate this Agreement and take appropriate legal action to recover said payment. In the event the Borough is successful in this regard, the Borough shall seek compensatory damages only and costs incurred by the Borough in connection with such legal action.

4. TERM

This Agreement shall be effective for the period commencing for **a period of 3 years** from January 1, 2024 through December 31, 2026.

Either party may, with or without cause, terminate this Agreement by notice to the other party. Such notice shall be provided in writing by the party wishing to terminate the Agreement to the other party at least 120 days prior to the designated termination date.

5. STAFFING

The Borough will provide a Assistant to Human Resources and Police Department Administration to perform those duties and services for the Township.

6. INDEMNIFICATION

The Township and the Borough shall indemnify and hold each other harmless and defend each other, their elected officials, employees, officers and agents, from and against all liability, claims, suits, losses, damages, costs and demands, on account of bodily injury, including death or property damage, arising out of or connected with the performance of services under this Agreement.

7. PROFESSIONAL LIABILITY COVERAGE

Professional liability coverage is through the Joint Insurance Fund for each municipality. Each municipality shall provide coverage for the services, which are specifically performed for the respective municipality.

8. DISPUTE RESOLUTION

In the event a dispute shall arise concerning the terms and conditions of this Agreement, the parties hereto agree to submit said dispute to an impartial arbitrator appointed by the American Arbitration Association in accordance with the American Arbitration Association Rules. Each party involved in the arbitration shall be responsible for its equally sharing in the cost of the proceeding, including the arbitrator. The parties agree that the decision rendered by the impartial arbitrator shall be binding.

9. NOTICES

All notices hereunder shall be in writing and sent certified mail, return receipt requested for the Township to the Township Clerk at the address indicated above, and for the Borough to the Borough Clerk at the address indicated above.

10. AUTHORIZATION

Each party to this Agreement represents and warrants to the other that all municipal action necessary for the Township and the Borough to enter into and perform all obligations required by this Agreement has been validly taken and that the undersigned are authorized to execute this Agreement.

11. MISCELLANEOUS

The following provisions shall apply to this Agreement:

A. Construction of this Agreement

The parties acknowledge that this Agreement was prepared under New Jersey Law and shall therefore be interpreted under the laws of that State.

B. Amendments

This Agreement may not be amended, altered or modified in any manner except in writing signed by the parties hereto.

C. Headings

This section and any other headings contained in this Agreement are for references only and shall not affect the meaning and interpretation of this Agreement.

D. Invalid Clause

The invalidity of any clause contained herein shall not render any other provision invalid and the balance of this Agreement shall be binding upon all parties hereto.

E. Entire Agreement

This Agreement shall consist of the entire Agreement of the parties and it is acknowledged that there is no side or oral Agreements relating to this undertaking as set forth.

F. Assignability

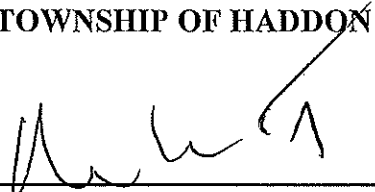
This Agreement and all rights, duties and obligations contained herein may not be assigned without either party's prior written permission.

G. Waiver

It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

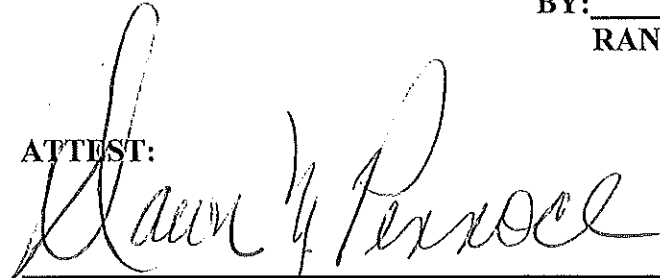
IN WITNESS WHEREOF, the appropriate elected officials of the Township of Haddon and the Borough of Audubon Park have placed their signatures and appropriate seals on this 23 day of April, 2024.

THE TOWNSHIP OF HADDON

BY: 

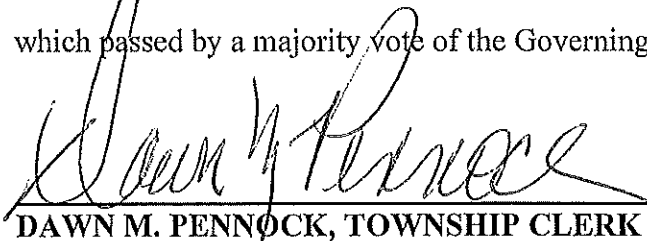
RANDALL W. TEAGUE, MAYOR

ATTEST:

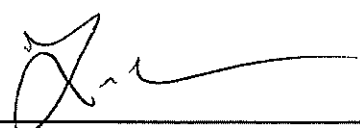


DAWN M. PENNOCK, TOWNSHIP CLERK

I, **DAWN M. PENNOCK**, Township Clerk for the Township of Haddon, do hereby certify the foregoing to be a true and correct copy of the Shared Services Agreement adopted by Resolution of the Township of Haddon, at a meeting of said Township of Haddon on the 23 day of April, 2024 and that said Shared Services Agreement was adopted by Resolution which passed by a majority vote of the Governing Body of the Township of Haddon.

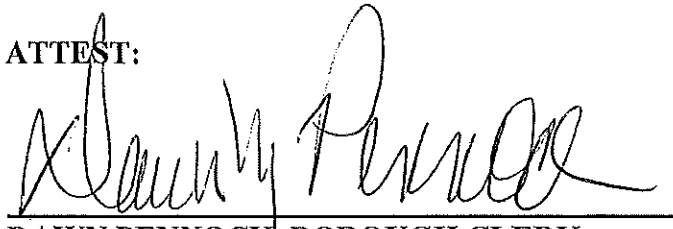

DAWN M. PENNOCK, TOWNSHIP CLERK

BOROUGH OF AUDUBON PARK

BY: 

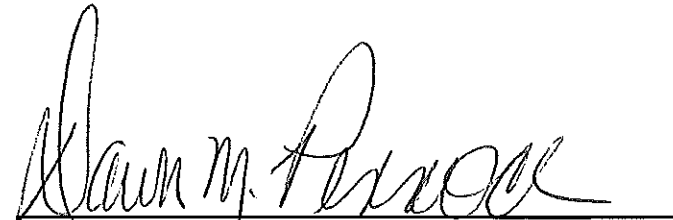
LAWRENCE PENNOCK, MAYOR

ATTEST:



DAWN PENNOCK, BOROUGH CLERK

I, **DAWN PENNOCK**, Borough Clerk of the Borough of Audubon Park, do hereby certify the foregoing to be a true and correct copy of the Shared Services Agreement adopted by Resolution of the Borough of Audubon Park, at a meeting of said Borough of Audubon Park on the 15th day of April, 2024, and that said Shared Services Agreement was adopted by Resolution which passed by a majority vote of the Governing Body of the Borough of Audubon Park.



DAWN PENNOCK, BOROUGH CLERK