

From: [W. Money](#)
To: [Clinton Township Clerk](#)
Subject: OPRA request - Outside Employment Financial and Administrative Records
Date: Monday, May 4, 2026 3:51:17 PM

Custodian of Records,

Pursuant to the New Jersey Open Public Records Act (OPRA), N.J.S.A. 47:1A-1 et seq., and the Common Law Right of Access, I respectfully request access to specific, identifiable government records concerning police outside employment, road job details, and traffic control services in Clinton Township.

I certify that:

I have not been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

I will not use the requested records for a commercial purpose.

I am not seeking these records in connection with any legal proceeding.

Note: This request is limited to records maintained by the Township's Finance Department, Clerk's Office, and Administration. I am not seeking records maintained solely within the Police Department.

1. Governing Ordinances and Administrative Procedures - Please provide:

Township ordinance(s), resolutions, or administrative code provisions governing police outside employment or road job details.

Any written procedures regarding how payments for outside employment are billed, collected, held, and disbursed.

2. Financial Accounts and Escrow Management - Please provide:

Records identifying all accounts used to receive or hold funds for outside employment (e.g., escrow or trust accounts), including account descriptions.

Annual summary reports, reconciliations, or financial statements reflecting outside employment funds for calendar years 2021 through 2025.

Records reflecting any administrative fees charged by the Township in connection with outside employment.

3. Invoicing and Payment Records (Summary Level Only)

To avoid undue burden, I am requesting existing reports or summaries only:

Annual or periodic reports showing total amounts invoiced and total amounts received for outside employment (2021–present).

Reports or spreadsheets reflecting payments received from contractors, utilities, or third parties for police services.

4. Contractor Billing and Permit Documentation - Please provide:

Standard agreements, applications, or permits used by the Township when contractors or utilities request police services.

Any documents describing how contractors are billed and required to remit payment.

5. Payment Handling Requirements - Please provide:

Any written directives, policies, or guidance indicating whether payments must be made to the Township (or a third-party administrator), as opposed to individual officers.

6. Audits or Reviews - Please provide:

Any audit reports, internal reviews, or findings related to outside employment or road job financial processes (2021–present)

7. Format and Response

I request that all records be provided in electronic format (PDF or Excel) where available.

If any portion of this request is denied, please provide the specific legal basis for denial and identify the custodian making that determination.

If access is denied under OPRA, please consider the request under the Common Law Right of Access and apply the required balancing test.

Please advise of any fees prior to fulfilling this request.

I prefer to receive all responsive records via email. Please confirm receipt of this request. If you are not the appropriate custodian, kindly forward this request and provide the correct contact information.

Yours Faithfully,

W. Money

Please deliver records electronically via email to the below UNIQUE address for all replies to this request:

xx@xxxxxxxx.xxxxxxxxxxxx

Is xxxxxxx@xxxxxxxxxxxxxxxxxxx the wrong address for OPRA requests to Clinton Township? If so, please contact us using this form:

https://opramachine.com/change_request/new?body=clinton_township

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://opramachine.com/help/officers>

View this OPRA request & responses online:

https://opramachine.com/request/outside_employment_financial_and

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.

"OPRAmachine's mission is to give people easy and affordable access to New Jersey public records.

For more information, contact us at: (732) 707-1628 or PO Box 3180, New Brunswick, NJ 08903."
