

ORDINANCE NO. 2026-09

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF AUDUBON, COUNTY OF CAMDEN AND STATE OF NEW JERSEY AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE IV, DEPARTMENTS, DIVISION 2, VOLUNTEER FIRE DEPARTMENT GENERALLY, SECTIONS 2-133 THROUGH 2-144, IN THE CODE OF THE BOROUGH OF AUDUBON

WHEREAS, the Board of Commissioners of the Borough of Audubon find it necessary to amend the Code of the Borough of Audubon regarding signs throughout the Borough of Audubon; and

WHEREAS, municipalities are permitted to designate parking restrictions on roads and right of ways throughout the municipality; and

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Borough of Audubon, County of Camden, and State of New Jersey, as follows:

SECTION 1:

Article IV of Chapter 2 of the Borough of Audubon Code is hereby amended to read as follows:

Sec. 2-133. – Established

This Section ratifies the creation of the Fire Department of the Borough of Audubon which is to be intended to be staffed and serviced by "Audubon Volunteer Fire Department," which has and shall provide to the citizens of the Borough of Audubon an efficient and timely emergency response to fire and other hazardous situations with the purpose of preservation of life, property and the environment. Audubon Volunteer Fire Department is herein referred to as the "Fire Department."

Sec. 2-134- Location

The Fire Department shall be located and operate out of property owned by the Fire Department, namely 221 West Merchant Street, Audubon, New Jersey.

Sec. 2-135 Qualifications

No person shall hereafter become a member of the Fire Department or any unit thereof unless he is above the age of 18, a citizen of the United States, nor unless deemed physically fit to perform the duties of a firefighter as evidenced by a certificate to that effect completed by a licensed physician of the State of New Jersey, after physical examination made to determine such fitness. The further requirements for membership and for office in the Fire Department shall be those set forth in the amended charter, constitution, bylaws, rules and regulations of the Audubon Volunteer Fire Department.

Sec. 2-136- Application

Any person seeking to join the Fire Department shall make application to the Audubon Volunteer Fire Department to join the Borough Fire Department. Applications of qualified candidates, along with all due diligence (i.e. background checks, screening) shall be presented to the Borough Clerk, to join the Borough Fire Department. The Borough shall conduct a thorough screening of applicants if no such information is provided when the application is present to the Borough Clerk. Final acceptance shall be by resolution of the Board of Commissioners following receipt of a recommendation by the Fire Chief, which includes certification that the applicant meets all membership requirements. Approval of said applicant's membership by the Board of Commissioners shall be required and thereafter his/her name shall be entered on a roll of firefighters maintained by the Borough Clerk.

Sec. 2-137 – Fire Chief and Assistant Chiefs

1. Fire Chief

- (a) There shall be one Fire Chief in the Fire Department. The Fire Chief shall be appointed by the Director of Public Safety, from among those qualified within the Fire Department and presented to the Director of Public Safety for consideration by the Audubon Volunteer Fire Department, generally a high-ranking firefighter uniformed officer in the Fire Department. No such appointment shall be official unless and until approved by a vote of the Borough Board of Commissioners.
- (b) The Fire Chief shall be directly responsible to and report to the Director of Public Safety.
- (c) The Fire Chief is responsible for the day-to-day operations of the Fire Department and shall exercise general authority and control over all Fire Department personnel, apparatus, equipment and the fire station located at 221 West Merchant Street, Audubon, New Jersey. The Fire Chief shall be in command of all fire fighters, fires and other related emergencies, including going to and returning from the same. In the absence of the Fire Chief at a fire or emergency, the next highest Fire Department uniformed firefighter in accordance with the Fire Department's chain of command shall be in command at such fire or emergency. The Fire Chief shall order the Fire Department out

for drill or inspection at such reasonable time and place as he/she may designate and whenever he/she may deem it to be necessary for the efficiency of the department.

- (d) In the event the Fire Chief is unable to perform his/her duties and obligations for any reason, then in such event the Director of Public Safety may designate an Acting Fire Chief. The Acting Fire Chief must be appointed from that group of individuals who hold the next ranked uniform officer title. The Acting Fire Chief may serve in such title during that period of time that the Fire Chief is unable to perform his/her duties and obligations or until a new permanent Fire Chief is appointed.

2. Assistant Chiefs

- (a) After appointment, the Fire Chief shall appoint two (2) Assistant Chiefs subject to approval by the Borough Board of Commissioners. Within forty-five (45) days of appointment, the members shall appoint other officers deemed required for the efficient management of the Fire Department subject to final approval by the Director of Public Safety. No appointment made by the chief or members shall be deemed effective until approval by resolution of the commissioners.

3. Terms.

- (a) The initial terms of all officers shall expire two (2) years from December 31 next following their appointment.
- (b) Each and every officer of the Fire Department may be removed by majority vote of the Borough Board of Commissioners, for good cause, after being given appropriate notice and opportunity for a public hearing consistent with the laws of the State and the Borough.

Sec. 2-138- Equipment.

The equipment of the Fire Department shall be acquired and need determined by the Borough Board of Commissioners, in their opinion, to be proper for the protection of the health, safety and welfare of the Borough. Any need for equipment shall be presented by the Borough Board of Commissioners by the Fire Chief. Any and all equipment of the Fire Department shall be the property of the Borough of Audubon.

Sec. 2-139. Fire Marshal.

- 1. The Borough Fire Marshal shall be in charge of the Bureau of Fire Prevention in the Fire Department. They shall be appointed by the Borough Board of Commissioners on the basis of his/her qualifications and experience. He/she shall serve for a term of one (1) year unless sooner removed.
- 2. Duties; annual report.
 - (a) The Fire Marshall may select members of the Fire Department as inspectors as shall from time to time be necessary. Any such inspectors shall be approved

by the Board of Commissioners.

- (b) He/she shall conduct such investigations as may be necessary or expedient for the purpose of eliminating, avoiding and abating fire hazards.
 - (c) He/she shall perform such duties and exercise such powers as are vested in him by the code of the Borough and by the Fire Prevention Code duly adopted by the Borough.
 - (d) A report of the Bureau of Fire Prevention shall be made annually and presented to the Borough Board of Commissioners. It shall contain all proceedings under this code, with such statistics as the Fire Marshal may wish to include therein. The Fire Marshal shall also recommend amendments to the code when appropriate.
3. Salary. The Fire Marshal shall receive such salary or fees as may be determined by the Board of Commissioners pursuant to the provisions of duly adopted salary ordinances or other sections of this code.

Sec. 2-140. Firefighters' Duties.

It shall be the duty of the firefighters to operate all equipment, defend and endeavor to save life and property from fire in the Borough, and defend elsewhere when an occasion should arise and to properly clean and repair all equipment to the best of their ability.

Sec. 2-141. Chain of Command.

In the case of a fire alarm, other emergency call or scheduled drills, in the absence or disability of the Fire Chief, the longest tenured Assistant Chief, followed by the other Assistant Chief then so on to the next ranking officer then shall assume command and have the responsibilities of the Fire Chief at that time.

Sec. 2-142. Required Reports.

The Fire Chief shall prepare and submit a report to the Borough Board of Commissioners, for its regularly scheduled Caucus meeting each month, a report. This shall include fire alarms, fire drills, the value of property involved, the amount of loss and also the name, rank and address of any officer or firefighter injured in the line of duty, including the date, time and place of his/her condition. Such information regarding firefighters' injuries and their condition are not to be shared in any public portion of the meeting but rather in a written report and/or in a closed session. In reports of mutual aid calls, the value of buildings and loss are not required.

Sec. 2-143. Junior Firefighter's Auxiliary.

1. Pursuant to N.J.S.A. 40A:14-95, there is hereby established an auxiliary to the

- Fire Department, to be known as the "Junior Firefighter's Auxiliary."
2. No person shall be eligible for membership in the Junior Firefighter's Auxiliary who is less than fourteen (14) or more than eighteen (18) years of age. Applicants for membership shall be required to obtain permission to join the Junior Firefighter's Auxiliary from their parents or guardians. Such permission shall be in writing and acknowledged or proved by a Notary Public.
 3. The maximum limit of members of the Junior Firefighter's Auxiliary shall be twenty (20) for the Fire Department at any given period.
 4. All applicants to the Junior Firefighter's Auxiliary must present a duly executed application form, and said applicant shall not be approved until after acceptance by the Fire Department and subsequently by the Borough Board of Commissioners. After the applicant has been approved for membership in the Junior Firefighter's Auxiliary, he/she shall be placed upon a six-month probationary period, during which time he/she shall be observed by appropriate members of the Fire Department for his/her interest, activity and behavior. Before being given permanent status in said auxiliary, the Fire Department shall review the report of the probationary period.
 5. All applicants must have properly certified medical examinations, including chest X-rays, prior to their acceptance into the probationary period.
 6. The rules and regulations for the training of the auxiliary shall be as set forth in the state safety basic training manual. The training subjects to be covered are as follows:
 - (a) Oil burners and electrical services.
 - (b) Resuscitators and inhalators.
 - (c) Portable hand tools.
 - (d) Basic first aid.
 - (e) Scott and M.S.A. air packs.
 - (f) Application of fire streams.
 - (g) Driver's education for those at least seventeen (17) years of age.
 - (h) Proper nozzles.
 - (i) Hose laying and advancing.
 - (j) Portable hand extinguishers.
 - (k) Ventilators and ladders.
 - (l) Fire-pump operations.
 7. Junior Firefighter's Auxiliary members fourteen (14) and fifteen (15) years old will be educated, drilled, and observed for appropriate firefighter knowledge, but are NOT permitted to ride on fire apparatus responding to emergencies or operate at emergency scenes. Junior Firefighter's Auxiliary members sixteen (16) and seventeen (17) years old will be educated, drilled, and observed for appropriate firefighter knowledge and upon demonstration of proficiency in skills will be permitted to respond and operate at emergency scenes under supervision.
 8. No junior firefighter shall be required to perform duties which would expose him/her to the same degree of hazard as a regular member of the volunteer fire department.

SECTION 2:

All Ordinances contrary to the provisions of this Ordinance are hereby repealed to the extent that they are inconsistent herewith.

SECTION 3:

This Ordinance shall take effect upon passage and publication according to law.

THE BOROUGH OF AUDUBON

BY: _____

ROBERT JAKUBOWSKI, MAYOR

ATTEST:

DANIELLE INGVES, BOROUGH CLERK

The foregoing ordinance was introduced by the Board of Commissioners at a meeting held on July 21, 2026. This Ordinance will be considered for adoption on final reading and public hearing to be held on Tuesday, August 18, 2026 at 7:00 p.m.

The purpose of this Ordinance is an amendment to Chapter 2, Administration, Article IV, Departments, Division 2, Volunteer Fire Department Generally, Sections 2-133 Through 2-144, in the code of the Borough of Audubon. A copy of this Ordinance is available at no charge to the general public between the hours of 8:30 AM to 4:00 PM, Monday through Friday (Legal Holidays excluded), at the Office of the Borough Clerk, Audubon Municipal Building, 606 Nicholson Road, Audubon, New Jersey.

The foregoing Ordinance was adopted on final reading and public hearing at a meeting held by the Board of Commissioners on August 18 2026.

Danielle Ingves, Borough Clerk