

Mayor Nolan offered the following Ordinance and moved on its adoption and authorized its publication according to law:

**ORDINANCE O-12-3**  
**ADDING 2-3.5 (NEW SECTION) TO THE**  
**REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHLANDS,**  
**COUNTY OF MONMOUTH, STATE OF NEW JERSEY**  
**ESTABLISHING EDUCATIONAL REQUIREMENTS FOR ELECTED OFFICIALS**

2-3.5 (New Section) Education Requirement for Elected Officials.

a. Introduction. The following is the educational requirement for elected officials for the Borough of Highlands.

b. Purpose. The purpose of this policy is to ensure that the elected officials of the Borough of Highlands fully understand their responsibilities and to conduct themselves in an ethical manner at all times.

c. Basic Requirements. All newly elected officials must attend basic courses on their responsibilities and obligations (budgeting, policy setting, local government contracting, etc.). At least one (1) course must be completed by April 1 after taking office.

Additionally, all elected officials are required to take an ethics course no later than April 1 after taking office. It is recommended that they take an ethics course every other year for the duration of their term.

Seconded by Ms. Kane and adopted on the following roll call vote:

**ROLL CALL:**

**AYES:** Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan

**NAYES:** Mr. O'Neil

**ABSENT:** None

**ABSAIN:** None

**DATE:** March 21, 2012

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Carolyn Cummins, Borough Clerk

Introduction: February 1, 2012

Publication: February 17, 2012 – Two River Times

P.H./Adoption: March 21, 2012

Publication: March 30, 2012

I hereby certify this to be a true copy of Ordinance O-12-3 adopted by the Governing Body of the Borough of Highlands at a meeting held on March 21, 2012.

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Borough Clerk/Deputy Clerk