

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-7-9**

**RESOLUTION CONSENTING TO APPOINTMENT OF A MUNICIPAL
COURT ADMINISTRATOR**

WHEREAS, there is a need to hire a full-time Municipal Court Administrator for the municipal court of the Township of Bordentown which is run jointly with the Township of Chesterfield pursuant to a Shared Services Agreement between the municipalities dated October 9, 2018; and

WHEREAS, Bordentown advised Chesterfield that proper notice for qualified candidates was duly advertised as per New Jersey Court Rule 1:34-3, and that

all applicants for the position were presented and reviewed by the Superior Court of New Jersey, Burlington County Vicinage, Municipal Division Management; and

WHEREAS, Bordentown has represented to Chesterfield that the Township of Bordentown, along with the Municipal Court Judge and Superior Court of New Jersey, Burlington County Vicinage, Municipal Division Management, conducted and concluded a selection process for the hiring of a full-time Municipal Court Administrator; and

WHEREAS, Sarah Capritti, determined by those parties to be the most qualified candidate for the Municipal Court Administrator Position, having achieved certification in 2011 and served as a Court Administrator for other municipalities including as the Acting Municipal Court Administrator for Bordentown and Chesterfield Townships since April 2, 2021; and

WHEREAS, the Bordentown Township Committee adopted Resolution 2021-199 on July 19, 2021, appointing Sarah Capritti to the position of Municipal Court Administrator; and

WHEREAS, the October 9, 2018 Shared Services Agreement provides that: "Bordentown shall be responsible for the employment of the shared Court Administrator", but the Burlington Vicinage Municipal Division Manager also wants a Resolution from Chesterfield Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey, hereby consents to the appointment of Sarah Capritti to the position of Certified Municipal Court Administrator effective on or about August 16, 2021.

BE IT FURTHER RESOLVED that Chesterfield also consents to the compensation for the Certified Municipal Court Administrator, which Chesterfield has been informed will be set at an annual rate of \$75,000.00 with \$25 per call.

CHESTERFIELD TOWNSHIP COMMITTEE

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I, Caryn M. Hoyer, Clerk of the Township of Chesterfield in the County of Burlington and State of New Jersey do hereby certify the foregoing Resolution to be a true and accurate copy of the Resolution approved by the Township Committee at a duly advertised meeting held on July 22, 2021 at which a quorum was present.

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Caryn M. Hoyer, RMC  
Township Clerk