

§ 6-1

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Chapter 6

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- § 6-1. Municipal court established; powers.
- § 6-2. Municipal judges; powers and duties.
- § 6-3. Municipal Court Administrator.
- § 6-4. Qualifications of judges; compensation.

[**HISTORY:** Adopted by the Mayor and Council of the Borough of Helmetta 4-9-1997 by Ord. No. 4-1997.¹ Amendments noted where applicable.]

GENERAL REFERENCES

Municipal Public Defender and Prosecutor. — See Ch. 1A.

§ 6-1. Municipal court established; powers.

There shall be a municipal court pursuant to the provisions of state statutes, as amended and supplemented, to be known as the "Municipal Court of the Borough of Helmetta, Middlesex County." The Municipal Court shall have a seal bearing the impress of the name of the Court. The Court shall be held in the Borough Municipal Building or such other place as the Council shall designate and shall exercise all functions, powers, duties and jurisdiction conferred upon municipal courts by the provisions of N.J.S.A. 2A: 8-1 et seq. as amended and supplemented,² or any other law.

¹ Editor's Note: This ordinance also repealed former Ch. 6, Court, Municipal, adopted 12-7-1948.

² Editor's Note: N.J.S.A. 2A:8-1 et seq. was repealed by P.L. 1993, ch. 293. See now N.J.S.A. 2B:12-1 et seq.

§ 6-2. Municipal judges; powers and duties.

- A. There shall be at least one Municipal Judge of the Municipal Court, who shall be appointed by the governing body. As the need appears, the governing body may appoint additional municipal judges with the approval of the County Assignment Judge and in accordance with law. Judges shall serve for a term of three years from the date of appointment and until a successor shall be appointed and qualified.
- B. If there is more than one Municipal Judge appointed to the Municipal Court, the governing body shall designate one of the judges as Presiding Judge of the Municipal Court. The Presiding Judge shall have supervisory authority over the administration and personnel of the Municipal Court, consistent with local ordinances, general law and the rules governing the courts of the State of New Jersey.

§ 6-3. Municipal Court Administrator.

There shall be an Administrator of the Municipal Court and such other deputies or personnel as deemed necessary who shall be appointed by the governing body and who shall perform such functions and duties as shall be prescribed for such persons by law, by the rules applicable to Municipal Courts and by the Judge or, if applicable, the Presiding Judge. The duties of the Court Administrator shall include, but not be limited to:

- A. Carrying out the rules, regulations, policies and procedures relating to the operation of the Court.
- B. Interviewing and speaking to prospective complainants; receiving complaints and dispensing information relating to court matters.
- C. Maintaining the financial records of the Court.
- D. Attending Court, taking minutes of the trials and entering them in the docket; arranging trial calendars;

signing court documents; preparing and issuing warrants and commitments.

- E. Taking and preparing bail bonds and making inquiry as to their sufficiency and equity; receiving and accounting for fines and costs.
- F. Interviewing persons on informal police court matters to determine if there is a basis for formal action and, if necessary, issue summonses requiring court appearances in this regard; maintaining and classifying records and files.

§ 6-4. Qualifications of judges; compensation.

- A. Every Judge, Temporary Judge and Acting Judge of a Municipal Court shall be a resident of this state and an attorney at law admitted to practice in this state for at least five years.
- B. The Judges of the Municipal Court shall be paid annual salaries set by the Salary Ordinance of the Borough.³

³ Editor's Note: The Salary Ordinance is on file in the Borough Clerk's office.