

TOWNSHIP OF SHREWSBURY

RESOLUTION #2021-94

RESOLUTION AMENDING PROCEDURE TO PERSONNEL PRACTICES AND AUTHORIZING LIMITATION OF SAID PRACTICES AND INCORPORATING SAID AMENDED PERSONNEL POLICY AS PART OF THE HANDBOOK INCORPORATED HEREIN

WHEREAS, it is the policy of the Township of Shrewsbury to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meetings Act; and

WHEREAS, the governing body of Shrewsbury Township has established titles for public employment by Shrewsbury Township as well as salary ranges in Shrewsbury Township employees, and there is a need to review and revise the Township’s Personnel Policies and Procedures to ensure that employees and prospective employees are treated in a manner consistent and compliant with the laws and regulations; and

WHEREAS, the governing body of Shrewsbury Township adopted by incorporation an updated Personnel Policy Handbook under Resolution 2018-101 on October 23, 2018, which is now being amended by separate Resolution with regard to changes to personnel policies and procedures, including rules concerning job descriptions now established under Section 3.5; and

WHEREAS, Personnel Policies and Procedures adopted shall be applicable to all officials, appointees, employees, prospective employees, volunteers and independent contractors of Shrewsbury Township; and

WHEREAS, the governing body shall be responsible to implement and enforce the Personnel Policies incorporated in said Personnel Policy Handbook. If there is a conflict between said Personnel Policies and Federal or State Law, the terms and conditions of said Federal or State law shall prevail. In all other cases, practices adopted in the Personnel Policy Handbook updated on October 23, 2018 and now amended October 19, 2021, and pursuant to this Resolution shall prevail.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Township Committee of the Township of Shrewsbury hereby adopts and accepts and incorporates herein the Personnel Policy Handbook updated on October 19, 2021, and shall be available at the Clerk’s Office of Shrewsbury Township for review.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
LETTICE						
JENNINGS						
PUHAK						

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on October 19, 2021.

Pamela D. Howard, RMC, CMR
Municipal Clerk

Glenwood Puhak
Mayor