

Township of Shrewsbury
Resolution #2018-101

Resolution Establishing Procedure to Adopt Personnel Practices and Authorizing
Limitation of said Practices and Incorporating said Personnel Policy as part of a 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 hereby adopts, by incorporation, an updated Personnel Policy Handbook, which may be amended from time to time by separate Resolution with regard to changes in personnel policies and procedures, including rules concerning the hiring and termination of employees; terms and conditions of employment and regulations required to comply with the applicable Federal and State Employment Related Laws effective as of October 1, 2018; 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 9, 2018 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 23, 2018, and shall be available at the Clerk's Office of Shrewsbury Township for review.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		X	X			
Puhak			X			
Nolan	X		X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Regular Meeting held on October 23, 2018.

 Teri Giercyk, RMC
 Municipal Clerk

 Edward P. Nolan
 Mayor