

**Township of Shrewsbury  
Resolution #2022-30**

**APPOINT KATRINA THORNTON AS ACTING MUNICIPAL CLERK/REGISTRAR  
AS OF FEBRUARY 1, 2022**

**WHEREAS**, the Township's current Municipal Clerk, Pamela D. Howard, is retiring effective February 1, 2022; and,

**WHEREAS**, the Acting Municipal Clerk/Registrar is a part-time position at twenty hours a week that includes being the Registrar, Secretary of the Rent Leveling Board and Administrator of the Township Website; and,

**WHEREAS**, the position of Municipal Clerk has been advertised and the Township Committee desires to appoint Katrina Thornton as Acting Municipal Clerk/Registrar after Ms. Howard's retirement;

**WHEREAS**, funds for this purpose will be available in the 2022 temporary budget and the 2022 municipal budget, when adopted, in the appropriation entitled Municipal Clerk S&W and the Chief Financial Officer has so certified in writing; and,

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey that Katrina Thornton is hereby appointed as Deputy Municipal Clerk effective January 1, 2022, Acting Municipal Clerk effective February 1, 2022 at an annual salary of \$17,000.00 with an increase in six months to \$18, 500.00, and then at the end of one year an increase to \$20,000 whether certified or not with the understanding that once certified her salary will be revisited and that she needs to be certified in (1) year with the possibility of (2) two- one (1) year extensions.

**BE IT FURTHER RESOLVED**, that Ms. Thornton shall also receive \$1,020.00 annually as the Administrator of the Township of Shrewsbury's website.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak		<b>X</b>	<b>X</b>			
Lettice	<b>X</b>		<b>X</b>			
Jennings			<b>X</b>			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on January 1, 2022.

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Pamela Howard, RMC , CMR  
Municipal Clerk

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Mayor