



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 23-233

**AUTHORIZING APPOINTMENT OF ALICIA JONES AS
TECHNICAL ASSISTANT TO THE CONSTRUCTION OFFICIAL**

WHEREAS, it is necessary to appoint a Technical Assistant to the Construction Official for the Borough’s Building Department; and

WHEREAS, the Technical Assistant position will be a full-time position, 8:00am -4:00pm Monday through Friday and the Technical Assistant will report directly to the Borough’s Construction Official; and

WHEREAS, the salary for the Technical Assistant position will be \$65,000.00 per year and shall begin on or about December 18, 2023 and the position includes health benefits; and

WHEREAS, the Technical Assistant position is contingent upon successfully passing a background check.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands that Alicia Jones be and is hereby appointed to serve as the Borough’s Technical Assistant to the Construction Official, as a full-time employee with benefits, for an annual salary in the amount of \$65,000.00.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer, the Borough Administrator and the appointee.

Motion to Approve R 23-233:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk’s Office.

DATE OF VOTE: December 6, 2023

Nancy Tran, Municipal Clerk
Borough of Highlands