

**RESOLUTION TO APPROVE THE REVISED EMPLOYEE HANDBOOK
FOR THE BOROUGH OF TINTON FALLS**

WHEREAS, the Employee Handbook of the Borough of Tinton Falls serves as a governing document for all employees, volunteers, appointed officials and independent contractors for the Borough of Tinton Falls; and

WHEREAS, the Borough Administrator, Director of Law and Personnel Director have reviewed and updated the Employee Handbook to ensure compliance with current JIF requirements and sound practices regarding the administration of the Borough; and

WHEREAS, certain revisions to the Employee Handbook are necessary in order to comply with the Joint Insurance Fund and Municipal Excess Liability Fund plan of risk management and regulations and to better address matters in the Tinton Falls workplace; and

WHEREAS, the Borough Council desires to approve the revised Employee Handbook;

NOW THEREFORE BE IT ADOPTED by the Borough Council of the Borough of Tinton Falls that:

1. The Borough of Tinton Falls hereby adopts the revised 2023 Employee Handbook.
2. The policies in the Employee Handbook shall be effective immediately upon the adoption of this Resolution.
3. Copies of the revised Employee Handbook will be produced and distributed to all current and future employees of the Borough of Tinton Falls.

John Manginelli, Council President

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

CERTIFICATION

I, Michelle Hutchinson, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held July 11, 2023.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 11th day of July, 2023.

Michelle Hutchinson
Borough Clerk