

**BOROUGH OF LONGPORT  
ATLANTIC COUNTY, NEW JERSEY  
RESOLUTION 2018-98  
A RESOLUTION APPROVING AMENDMENT OF  
LONGPORT PERSONNEL POLICY AND PROCEDURES MANUAL**

**WHEREAS**, the Borough of Longport adopted a Personnel Policies and Procedural Manual and Employee Handbook, hereinafter referred to as Manual and Handbook, on October 6, 2004; and

**WHEREAS**, said Manual and Handbook was revised on April 2018 which incorporated certain recommendations made by the Municipal Joint Insurance Fund and the Municipal Solicitor; and

**WHEREAS**, the Joint Insurance Fund has recommended additional changes to be made which were reviewed by the Governing Body and the additional changes are as follows:

1. Anti-Discrimination Policy
2. American's with Disabilities Act Policy/New Jersey Pregnant Worker's Fairness Act
3. Driver's License Policy
4. Communication Media Policy/Social Media Policy
5. Use of Internet
6. Sick Leave Policy
7. Overtime Compensation Policy
8. Employment Procedure
9. Background Checks and Procedures for Candidates, Employees and Volunteers
10. Open Public Meetings Act Procedure Concerning Personnel Matters

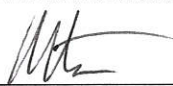
**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Longport that said Manual and Handbook is hereby modified per the recommendations made by the Municipal Joint Insurance Fund and the Municipal Solicitor; and

**BE IT FURTHER RESOLVED** that these modifications shall be effective immediately.

RECORD OF GOVERNING BODY VOTE ON FINAL PASSAGE						
COMMISSION	AYE	NAY	N.V	A.B.	MOT.	SEC.
RUSSO	X					
LEEDS	X				X	
LAWLER	X					X
X-Indicates Vote    NV-Not Voting    AB-Absent    MOT-Motion    SEC-Second						

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

DATE OF ADOPTION: 09-19-2018

  
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 /s/ Matthew Conlon, Acting Municipal Clerk

I, Matthew Conlon, Acting Municipal Clerk of the Borough of Longport, by my signature above do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Board of Commissioners of the Borough of Longport at a Meeting of said Board of Commissioners held on September 19, 2018 and that said Resolution was adopted by not less than a two-thirds vote of the members of the Longport Board of Commissioners.

