



Borough of Manville
Resolution #2024-88

Authorizing the Hiring of Administrative Assistant to the Department of Public Works and Building/Construction – K. Bentz

WHEREAS, the need exists within the Borough of Manville for a full-time appointment as Administrative Assistant to support the operations of the Department of Public Works and Building/Construction and other areas as needed; and

WHEREAS, after interviewing and screening, the Mayor, Policy, Planning, and Personnel Committee of the Council, and Borough Administrator have recommended that Mrs. Krysten Bentz be appointed to the position of Administrative Assistant as described; and


WHEREAS, the Mayor and Council agree that said appointment is in the best interest of the Borough of Manville,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, as follows:

- (1) Krysten Bentz is hereby appointed to the position of Administrative Assistant with an initial annual salary of \$62,500; (*waiving medical benefits*) effective immediately upon passage of this Resolution and Mrs. Krysten Bentz's assumption of her duties. Any subsequent changes in compensation due to additional duties and responsibilities will be subject to further resolutions of the Mayor & Council.
- (2) The terms and conditions of Mrs. Krysten Bentz's employment have been reviewed and approved by the Dept. Consumer Affairs, Div. of Local Government Services under its Transitional Aid program, and shall further be in accord with State law and as set forth in Ordinance #2015-1161 and the Memorandum of Employment attached to and a made a part of this Resolution.
- (3) This Resolution shall be construed in accordance with the Ordinances of the Borough of Manville, the Laws of the State of New Jersey, and the Laws of the United States.
- (4) This Resolution shall take effect immediately upon enactment of same.

ATTEST:

William Bray, RMC, CMR
Borough Clerk



Richard M. Onderko
Mayor

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Borough Council of the Borough of Manville, County of Somerset, State of New Jersey at a Regular Meeting held at 325 N. Main St., Manville, NJ 08835 on May 6, 2024.

ATTEST:

William Bray, RMC, CMR
Borough Clerk

Introduced	Seconded	Council Members	Yes	No	Abstain	Absent
		Councilman Agans				X
		Councilwoman Camacho				X
X		Councilman DeVito	X			
		Councilwoman Madak	X			
		Councilwoman Puia	X			
	X	Councilman Skirkanish	X			
		Mayor Onderko				