



Borough of Manville
Resolution #2024-164

Authorization to Hire Part-Time Assistant to Finance Department/Administration – J. Frosten

WHEREAS, there is a need to address regular swells in work volume in the Finance Department/Administration, as well as provide qualified office coverage for planned staff absences; and

WHEREAS, the Borough Council’s Policy, Planning, and Personnel Committee and the Borough Administrator agree that the hiring of a qualified, part-time assistant to the Finance Department/Administration is necessary to complete the required collection, processing, and account registration tasks in Finance and Administration Departments;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey that the Borough Administrator is authorized to hire Jennifer Frosten as a part-time assistant to the Finance Department and Administration for \$28.00/hour, up to 30 hours per week maximum, starting on or after September 16, 2024.

NOW, BE IT FURTHER RESOLVED THAT this part-time position is not eligible for health benefits or paid time off not covered under NJSL.

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 September 13, 2024.

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				

ATTEST:

William Bray, RMC, CMR
Borough Clerk