



Borough of Manville
Resolution #2024-200

WHEREAS, the Borough of Manville established policies and procedures to govern various rolls, responsibilities, and benefits for employees; and the processes and procedures utilized by management to manage and evaluate Borough staff; and

WHEREAS, the Borough of Manville Policy, Planning and Personnel Committee periodically reviews and revises the Employee Handbook in consultation with its labor attorney to include the most current policies and procedures; and

WHEREAS, the Policy, Planning and Personnel Committee has recommended update to the Employee Handbook; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset, and State of New Jersey, approves the recommendation of the Policy, Planning and Personnel Committee and adopts the revised Employee Handbook, updated and effective as of December, 2022; and

BE IT FURTHER RESOLVED that the newly adopted Employee Handbook shall replace any previous Employee Handbook and or Policies and Procedures Manuals, and each employee shall be provided a copy of the Employee Handbook and acknowledge receipt of same and such proofs shall be made part of their individual employee file.

ATTEST:

William Bray, RMC, CMR
Borough Clerk

Richard M. Onderko

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 November 12, 2024.

ATTEST:

William Bray, RMC, CMR
Borough Clerk

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