

## **ORDINANCE 2022-21**

The following Ordinance was Introduced for first reading on August 1, 2022. It is now being further considered for public hearing and adoption on September 6, 2022, at 7:00 p.m. in the Dunellen Borough Municipal Building, 355 North Avenue, Dunellen, New Jersey. Copies of this ordinance have been posted on the Municipal Bulletin Board and have been available at the Office of the Borough Clerk for any interested members of the public.

### **ORDINANCE REPEALING AND AMENDING SECTIONS OF CHAPTER 50 OF THE BOROUGH CODE**

**WHEREAS**, the Dunellen Borough Council adopted Ordinance 02-13 (Chapter 50 of the Dunellen Municipal Code) establishing the Borough's Personnel Policies on October 7, 2002; and

**WHEREAS**, the Personnel Policies set forth in Chapter 50 were subsequently updated by adoption of Ordinances 2010-14, 2010-16, 2015-11, 2017-08, and 2017-09; and

**WHEREAS**, the Mayor and Council have since passed resolution 08-01-2022: #9 adopting a Personnel Policies and Procedures Handbook ("Handbook") to serve as a governing document for personnel matters involving employees, volunteers, appointed officials, and independent contractors of the Borough; and

**WHEREAS**, the Personnel Policies in Chapter 50 have been incorporated into the Handbook and updated, as necessary, to adhere to best employment practices and changes in the law; and

**WHEREAS**, the Mayor and Council have determined that it is in the best interests of the Borough to repeal those sections of Chapter 50 which contain personnel policies addressed in the Handbook.

**NOW THEREFORE BE IT ORDAINED**, by the Mayor and Council of the Borough of Dunellen, in the County of Middlesex, State of New Jersey, as follows:

1. Section 50-1, and Sections 50-3 through 50-21 of the Borough Code are hereby repealed.
2. Section 50-2 ("Personnel Office") will be recodified as Section 50-1.
3. A new Section 50-2 will be codified titled "Personnel Policies and Procedures Handbook," containing the following subsections:
  - a. The personnel policies of the Borough are set forth in a document entitled "Personnel Policies and Procedures Handbook."
  - b. The Handbook, and any amendments thereto, shall be adopted by resolution of the Borough Council and shall have the same force and effect as if they were set forth at length in this Chapter.
  - c. A copy of the Handbook shall be provided to each employee; copies of all amendments thereto shall be provided to each employee immediately after adoption of any such amendment.

d. Implementation, enforcement and interpretation of the Handbook shall be the responsibility of the Borough Administrator.

4. Effective Date

This Ordinance shall be effective upon passage and publication as required by law.

**Approved .....**

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**Mayor of the Borough of Dunellen**

***I certify* the foregoing to be a true and correct abstract of a resolution regularly passed at a meeting of the Common Council of the Borough of Dunellen, held**

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**Clerk of the Borough of Dunellen**

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**and in that respect a true and correct copy of its minutes.**

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**Clerk of the Borough of Dunellen**