

RESOLUTION

WHEREAS, the Township of West Orange (the “Township”) promulgates and adheres to Human Resources Policies and Procedures (“HRPP”) in connection with general administrative matters; and

WHEREAS, in its current form, Section 5:2-1 of the HRPP states: “It is the policy of the Township of West Orange to pay employees weekly in accordance with established payroll periods”; and

WHEREAS, in its current form, Section 5:2-2(a) states: “There are 52 paydays in a year. The payday is normally based on the last day of the prevailing year. For example, if December 31st falls on a Thursday, the payday throughout that calendar year will be Thursday”; and

WHEREAS, pursuant to N.J.S.A. 40A:5-19, the Township is permitted to provide for the bi-weekly payment of salaries, wages and compensation of officers and employees, both elective and appointive; and

WHEREAS, the Township desires to transition from weekly payment of salaries to bi-weekly payment of salaries for all employees, effective for all payroll periods subsequent to December 25, 2015; and

NOW, BE IT HEREBY RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST ORANGE, that the Township shall pay all employees on a bi-weekly basis, effective for all payroll periods subsequent to December 25, 2015; and be it further

RESOLVED, that Section 5:2-1 of the HRPP shall be amended to state: “It is the policy of the Township of West Orange to pay employees bi-weekly in accordance with established payroll periods”; and it is further

RESOLVED, that Section 5:2-2(a) of the HRPP shall be deleted in its entirety; and it is further

RESOLVED, that this Resolution shall be made available in the Clerk's Office for reasonable inspection in accordance with applicable law.

Karen J. Carnevale
Township Clerk

Jerry Guarino
Council President

Adopted: December 15, 2015