

RESOLUTION

WHEREAS, the Township of West Orange (the “Township”) desires to revise and update its Employee Manual of Policies and Procedures (the “Employee Manual”) to insure that the Employee Manual reflects all current Township policies, practices and procedures and to further insure that the Township’s policies, practices and procedures are consistent and in accordance with all current laws; and

WHEREAS, the law firm Fox Rothschild, LLP (“Special Counsel”) has already been retained as Labor Counsel for the Township for the year 2016; and

WHEREAS, Counsel has agreed to perform a comprehensive review of the Township’s Employee Manual at the hourly rate set forth in its Agreement for Legal Services with the Township, with a cap on total fees in performing its review of the Employee Manual at \$2,000; and

WHEREAS, the Law Department recommends authorizing Counsel to perform the comprehensive review of the Employee Manual.

NOW, BE IT HEREBY RESOLVED, by the Township Council of the Township of West Orange that the Township is hereby authorized to instruct Special Counsel to commence a comprehensive review of the Township’s Employee Manual at an hourly rate of \$175 with a cap on total fees at \$2,000 related to this engagement; and it is further

RESOLVED that notice of this award shall be published and available in the Clerk's office in accordance with applicable law.

Karen J. Carnevale, R.M.C.
Municipal Clerk

Victor Cirilo
Council President

Adopted: May 3, 2016

I hereby certify funds are available from: _____
Account No.

JOHN O. GROSS, CFO