

RESOLUTION NO. 109-2016
HIRING BUILDING DEPARTMENT SECRETARY

Councilmember Leckstein introduced and offered the following resolution for its adoption; seconded by Councilmember Kelly:

WHEREAS, there exists a need for a Building Department Secretary in the Borough of Sea Bright; and

WHEREAS, it is in the best interest of the Borough to hire Michelle Ketcham to fill said secretarial position and to be paid a specified amount for the services to be performed; and

WHEREAS, Michelle Ketcham worked as an intern in the Borough of Sea Bright from August, 2014 through November, 2014 and was hired as a clerical assistant in January, 2015.

<u>BUILDING DEPARTMENT SECRETARY</u>	<u>RATE</u>
Michelle Ketcham	\$35,000.00/yr

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, of the Borough of Sea Bright, do hereby certify that funds are available in Building - Salaries & Wages for the purposes stated herein.



MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth that Michelle Ketcham be hired to fill the position of Building Department Secretary at the rate of \$35,000 per year; and

BE IT FURTHER RESOLVED that any and all employees hired by the Borough of Sea Bright receive an annual salary as specified in Ordinance No. 15-2015 - Fixing Salaries and Compensation of Officers and Employees of the Borough and that a certified copy of this resolution be forwarded to the following:

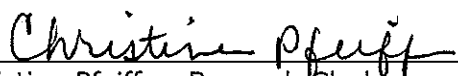
1. Building Department
2. Finance Manager
3. Michelle Ketcham

Roll Call:	Bills,	Keeler,	Kelly,	Lamia,	Leckstein,	Rooney
	Yes	Yes	Yes	Yes	Yes	Yes

July 5, 2016

CERTIFICATION

I, Christine Pfeiffer, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on July 5, 2016.



Christine Pfeiffer, Borough Clerk