Mr. Nolan offered the following Resolution and moved on its adoption:

R-10-56 RESOLUTION ADOPTING REVISED EMPLOYMENT POLICIES

WHEREAS, the Borough of Highlands continuously strives to improve the working conditions for its employees; and

WHEREAS, the Borough continuously strives to improve the level and quality of service provided to the public; and

WHEREAS, in order to accomplish these goals the Borough from time to time adopts and revises employment policies; and

WHEREAS, it has been determined by the Mayor and Council that revisions are needed with respect to a number of the policies contained in the Borough Employee Handbook and the Supervisor's Manual; and

WHEREAS, the revised policies have been reviewed by the Mayor and Council; now therefore

IT IS HEREBY RESOLVED this 17th day of March, 2010 that the Mayor and Borough Council of the Borough of Highlands hereby adopt the attached revised Employment Policies addressing:

- (1) The Americans with Disabilities Act;
- (2) Anti-Harassment;
- (3) Family and Medical Leave Act;
- (4) E-Mail, Voice Mail and Internet Usage; and

(5) Employment Procedures; and be it further

RESOLVED, that the Borough Administrator is directed to take all necessary steps to distribute the revised policies to all Borough employees and enforce the revised policies in an appropriate manner.

Seconded by Mr. Francy and adopted on the following roll call vote:

ROLL CALL:

AYES: Mr. Nolan, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Little

NAYES: None ABSENT: None ABSTAIN: None

DATE: March 17, 2010

CAROLYN CUMMINS, DEPUTY CLERK

I hereby certify this to be a true copy of the Resolution adopted by the Mayor and Council of the Borough of Highlands on March 17, 2010.

BOROUGH CLERK/DEPUTY CLERK