

Mayor Nolan offered the following Resolution and moved on its adoption:

R-13-172

**RESOLUTION MAKING APPOINTMENT OF A PROVISIONAL
PART-TIME CLERK II**

WHEREAS, there is an immediate need for a Secretary within the Building Department;
and

WHEREAS, said position was advertised and interviews were conducted by the Borough
Administrator; and

WHEREAS, it is the recommendation of Tim Hill, Borough Administrator that Nancy
O'Neil be appointed Part-time Clerk II for the Building Department

NOW, THEREFOR BE IT RESOLVED by the Governing Body of the Borough of
Highlands that Nancy O'Neil be appointed Part-time Clerk II.

BE IT FURTHER RESOLVED that said appointment be compensated at an hourly rate
of \$15.00 per hour not to exceed 24 hours per week. Office hours will be established by the
Borough Administrator in conjunction with the Building Department schedule.

Seconded by Ms. Ryan and adopted on the following roll call vote:

ROLL CALL:

AYES: Ms. Ryan, Mr. Redmond, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: None

ABSTAIN: None

DATE: August 21, 2013

Carolyn Cummins, Borough Clerk

I hereby certify this to be a true copy of Resolution R-13- 172 adopted by the Governing Body of
the Borough of Highlands on August 21, 2013.

Borough Clerk/Deputy Clerk