

**The Commissioners of Fire District No 1  
In The Township of Hazlet, County of Monmouth**

Resolution # R2021-019

RESOLUTION ADOPTING PERSONNEL POLICY PAID TIME OFF/ SICK LEAVE

**WHEREAS;** by The Board of Fire Commissioners of the Township of Hazlet, believes it necessary to establish regulations and policies regarding the New Jersey Earned Sick Leave Act.

**BE IT FURTHER RESOLVED;** that employees unused paid time off/sick will accumulate year to year as per the NJ Earned Sick Leave Act not to exceed 40 hours

**BE IT FURTHER RESOLVED;** that accumulated pto/sick leave can be carried into the following year and The Board of Fire Commissioners will buy back unused pto/sick leave not to exceed 40 hours at end of the 1st quarter, March 31<sup>st</sup> of that year.

**BE IT FURTHER RESOLVED;** the buyback is at the employee's rate of pay for the previous year.

**BE IT FURTHER RESOLVED;** that the Qualified Purchasing Agent, Michelle Barney, appointed by The Board of Fire Commissioners has certified that funds are available or will be available in Account(s).

**NOW THEREFORE, be it RESOLVED** by the Commissioners of Fire District No. 1 in the Township of Hazlet, County of Monmouth, as follows:

(1) This resolution shall act as a formal adoption by the Commissioners of Personnel Policy for paid time off/sick leave

**Certification**

I, Abraham Lopez, Clerk of the Commissioners of Fire District No. 1 in the Township of Hazlet, County of Monmouth, hereby certify that the foregoing resolution was duly adopted by the Commissioners at a meeting held on December 15, 2021.

  
Abraham Lopez, Clerk

The foregoing resolution was introduced by Commissioner Sheldrick and it was seconded by Commissioner Lopez.

**RECORD OF VOTE**

Members	Parleman, L.	Sheldrick, D.	Lopez, A	Schroeck, J.J.	Schroeck, J. S.
Yes	✓	✓	✓	✓	✓
No					
Abstain					
Absent					

