

# CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

## RESOLUTION 2023-58

### Resolution Adopting Revised Personnel Policies and Procedures Manual

**WHEREAS**, it is the policy of the Carneys Point Township Sewerage Authority (“CPTSA”) to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

**WHEREAS**, the members of the CPTSA have determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations; and

**WHEREAS**, in order to implement these policies and procedures, a revised Policies and Procedures Manual has been prepared.

**NOW, THEREBY, BE IT RESOLVED** by the CPTSA that the Revised Personnel Policies and Procedures Manual is hereby adopted.

**BE IT FURTHER RESOLVED** that these revised personnel policies and procedures shall apply to all CPTSA officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

**BE IT FURTHER RESOLVED** that these manuals are intended to provide guidelines covering public service by CPTSA employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the CPTSA.

**BE IT FURTHER RESOLVED** that to the maximum extent permitted by law, employment practices for the CPTSA shall operate under the legal doctrine known as “employment at will.”

**BE IT FURTHER RESOLVED** that the CPTSA secretary and all managerial/supervisory personnel are responsible for these employment practices. The

CPTSA Solicitor shall assist the secretary in the implementation of the policies and procedures in this manual.



Ken Brown, Authority Chairman

Date of Adoption: November 21, 2021

Committee	Moved	Seconded	Y	N	Abstain	Absent
Mr. Bomba		✓	✓			
Mr. Basile			✓			
Mr. Brown			✓			
Mr. Newton			✓			
Dr. Racite	✓		✓			