

TOWNSHIP OF UPPER DEERFIELD

RESOLUTION 25-63

**AMENDING THE PERSONNEL POLICY AND PROCEDURES MANUAL OF THE
TOWNSHIP OF UPPER DEERFIELD**

WHEREAS, the Township of Upper Deerfield has a Personnel Policy and Procedure Manual which has heretofore been in place; and

WHEREAS, the Township Committee of the Township of Upper Deerfield is desirous of amending the following attached policies in the Personnel Policy and Procedure Manual of the Township of Upper Deerfield; and

Section Three: Leaves of Absence – Donated Leave Policy

WHEREAS, a copy of the Personnel Policy and Procedure Manual revisions through October 5, 2023 have been made available to the employees of the Township of Upper Deerfield and is on file for inspection with the Clerk of the Township of Upper Deerfield; and

WHEREAS, terms of the Personnel Policy and Procedure Manual together with changes thereto through October 5, 2023, are incorporated herein by reference as if fully set forth; and

WHEREAS, the Township Committee of the Township of Upper Deerfield is desirous of adopting the Personnel Policy and Procedure Manual together with all amendments to the same;

NOW THEREFORE BE IT ORDAINED by the Township Committee of the Township of Upper Deerfield that the Personnel Policy and Procedure Manual together with any changes thereto October 5, 2023, be and the same is hereby adopted as the Personnel Policy and Procedure Manual on behalf of the Township of Upper Deerfield; and

BE IT FURTHER ORDAINED by the Township Committee of the Township of Upper Deerfield that a copy of the Personnel Policy and Procedure Manual effective with changes to February 6, 2025, be on file with the Clerk of the Township of Upper Deerfield for inspection; and

BE IT FURTHER ORDAINED that a copy of the Personnel Policy and Procedure Manual adopted herein together with any changes thereto through February 6, 2025, be disseminated to all employees of the Township of Upper Deerfield and a copy be made available to any union requesting a copy of the same.

BE IT FURTHER ORDAINED by the Township Committee of the Township of Upper Deerfield that in all other respects the provisions of the Personnel Manual of the Township of Upper Deerfield shall remain as heretofore and unaltered by the provisions hereof;

Moved By: Thomsas Speranza

Seconded By: James P. Crilley

VOTING
James P. Crilley
John L. Daddario
Thomsas Speranza
Joseph Spoltore
William Whelan

<u>In Favor</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>
X			
X			
X			
X			
			X

CERTIFICATION

I hereby certify that the foregoing is a true copy of the Resolution adopted by the Township Committee of the Township of Upper Deerfield, in the County of Cumberland, at a meeting thereof held February 6, 2025.

Roy J. Spoltore, Township Clerk