

**TOWNSHIP OF NEW HANOVER, NEW JERSEY**

**RESOLUTION NO. 2020-45**

**A RESOLUTION AUTHORIZING A SHARED SERVICE AGREEMENT  
WITH THE BOROUGH OF PEMBERTON FOR PART-TIME  
MUNICIPAL CLERK SERVICES**

**WHEREAS,** the Township of New Hanover has requested to enter into a shared service agreement with the Borough of Pemberton for assistance in its Clerk's office by means of telephonic and email communication during business hours Monday-Thursday 7:30AM - 4:30PM with Borough Clerk Donna J. Mull, RMC, who has a reputation for her skill and knowledge of the duties of a municipal clerk; and

**WHEREAS,** the "Uniform Shared Services and Consolidation Act," N.J.S.A. 40:65-1 et seq., encourages the sharing of municipal services which are effectuated by resolution; and

**WHEREAS,** the Borough wishes to enter into the attached shared services agreement to assist the Township of New Hanover.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township committee that the Mayor and Township Deputy Clerk are hereby authorized to enter into the attached shared service agreement with the Borough of Pemberton for part-time municipal clerk services, and the Township Deputy Clerk shall send a copy of this resolution and the executed agreement to the Department of Community Services, Division of Local Government Services.

SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF PEMBERTON  
AND THE TOWNSHIP OF NEW HANOVER FOR PART-TIME MUNICIPAL CLERK  
SERVICES

**WHEREAS**, the Township of New Hanover is in need of a registered municipal clerk to provide telephonic and email communication during regular business hours concerning the duties of the municipal clerk; and

**WHEREAS**, Donna J. Mull, RMC, possesses the necessary skills, knowledge and expertise to serve as the Clerk of the Borough of Pemberton, and she is able to provide, when necessary by means of telephonic and email communication, Monday through Thursday, assistance in the operation of the office of the New Hanover Township Clerk,; and

**WHEREAS**, the "Uniform Shared Services Consolidation Act," N.J.S.A. 40A:65-1 et seq., encourages municipalities to enter into agreements for the provision of any service which a public entity can provide within its own jurisdiction for the benefit of another public entity such as services to be provided by a municipal clerk; and


**WHEREAS**, the Borough of Pemberton wishes to provide assistance to the Township of New Hanover by means of this shared services agreement for assistance with the operation of the Township of New Hanover Clerk's office by telephonic and email communication; and

**WHEREAS**, in recognition of the need of the Township of New Hanover to have the benefit of telephonic and email communication with the Borough of Pemberton's Borough Clerk Donna J. Mull, the parties agree as follows:

1. **PURPOSE.** The purpose of this agreement is to enable the staff in the Township of New Hanover Clerk's office to communicate both telephonically and by email, when necessary, with Borough Clerk Donna J. Mull, Monday through Thursday, during normal working hours, for advice and guidance on non-routine matters involving the clerk's office.
2. **TERM.** The term of this agreement shall be for the 2020 calendar year commencing
3. **SERVICES.** Donna J. Mull shall provide through telephonic and email communications advice and guidance to the staff in the office of the Township of New Hanover Clerk when requested on non-routine matters.
4. **COST.** The Township of New Hanover shall pay the Borough of Pemberton the sum of \$500.00 per month during the term of this agreement.
5. **INDEMNIFICATION.** The Township of New Hanover shall defend and indemnify the Borough of Pemberton and Donna J. Mull, RMC, from all costs and damages in the event either is named as a party in any litigation pertaining to services rendered by Donna J. Mull, RMC to the Township of New Hanover.

IN WITNESS WHEREOF, on \_\_\_\_\_, 2020, the Parties have caused this agreement to be signed by their respective officers duly authorized, and to be duly attested, and to have their respective corporate seals affixed hereto, and have caused this agreement to be dated as of the day and year first written above.

ATTEST:



*Donna J. Mull*  
 Donna J. Mull, Borough Clerk

BOROUGH OF PEMBERTON

*Harold C. Griffin*  
 Harold Griffin, Borough Mayor

ATTEST:

*Adel Gianaris*

TOWNSHIP OF NEW HANOVER

*[Signature]*  
 Mayor

IT IS HEREBY CERTIFIED that this is a true copy of a resolution adopted by the Township Committee of the Township of New Hanover, County of Burlington, State of New Jersey, on the 12<sup>th</sup> day of May, 2020. IN WITNESS WHEREOF I have hereunto set my hand and affixed the seal of the Township of New Hanover the 12<sup>th</sup> day of May, 2020

*Adel Gianaris*

Adel Gianaris  
 Township Deputy Clerk

Record of Vote

		Moved	Second	Yes	No	Abstained	Absent
Koshak	✓		✓				
Murphy			✓				
Roohr			✓				
Pawlyzyn		✓	✓				
Peterla			✓				