

Township of New Hanover
County of Burlington
State of New Jersey

Resolution Number 2019-19

Establishing Annual Vacation and Sick Leaves for Hourly Paid Employees Working At Least Seventy (70) Hours per Each Bi-Weekly Pay Period

BE IT RESOLVED, by the Township Committee of the Township of New Hanover, County of Burlington, State of New Jersey, that effective as of January 1, 2019, the following Annual Vacation Leave and Sick Leave for the above referenced employees of the Township of New Hanover are hereby established:

VACATION LEAVE: The above referenced employees of the Township of New Hanover shall be granted **two and one-half hours** annual vacation for each bi-weekly pay period for the first two years of employment; **three and one-half hours** vacation for each bi-weekly pay-period after two consecutive years of employment; and **four and one-half hours** vacation for each bi-weekly pay-period after six consecutive years of employment. Employees shall have their annual vacation leave computed from their permanent hire date with New Hanover Township. Any employee re-hired after a break in employment with the Township shall be considered a new hire. Leave earned during a pay period cannot be used during that pay period, and leave shall only be earned if the employee has enough hours (70) of work during a pay period. Upon separation in good standing unused accrued annual vacation leave time will be paid up to equal the total amount of annual leave hours earned the previous calendar year. The maximum amount of annual vacation leave that may be carried over to the next calendar year shall be equal to the amount of annual vacation leave earned during the immediate preceding calendar year.

SICK LEAVE: The above referenced employees of the Township of New Hanover shall be granted **two hours and forty minutes** sick leave for each bi-weekly pay period of employment for the first two years of employment and **three hours** sick leave for each bi-weekly pay period of employment after two consecutive years of employment. Employees shall have their sick leave computed from their permanent hire date with New Hanover Township. Any employee re-hired after a break in employment with the Township shall be considered a new hire. Leave earned during a pay period cannot be used during the pay period and leave will only be earned if the employee has enough hours (70) of work during a pay period. Sick leave may be accumulated for use when sick. The Township will not pay for unused sick time.

COMPENSATORY TIME: All accumulated compensatory time is lost upon separation. The Township will not pay for unused accumulated compensatory time.

This exempts all employees serving under the umbrella of a contract.



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 1st day of January, 2019. IN WITNESS WHEREOF I have hereunto set my hand and affixed the seal of the Township of New Hanover the 1st day of January, 2019.


Township Deputy Clerk

Record of Vote

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