

RESOLUTION #152-2021

AUTHORIZING AMENDING EMPLOYEE HANDBOOK/POLICIES & PROCEDURES TO REVISE EXISTING POLICIES AND TO ADD ONE NEW POLICY

WHEREAS, The City of Margate has Policies and Procedures that are issued on Power DMS (Document Management System); and

WHEREAS, The Board of Commissioners has determined that there is a need to amend and revise a number of policies in accordance with the Atlantic County Municipal Joint Insurance Fund (ACMJIF) and the Municipal Excess Liability Joint Insurance Fund (MEL), 2020-2021 Plan of Risk Management; and

WHEREAS, the revised policies are as follows:

<u>Policy No.</u>	<u>Title</u>
105	Transitional Duty Policy
115	Political Activity Policy
116	Performance Evaluation Policy
117	Discipline and Termination Policy revises “Employee Discipline Policy No. 117” and eliminates “Disciplinary Action Procedure No. 508”
122	State Residency Requirement Policy – NEW
206	Policy for Use of City Vehicles (Non-Law Enforcement) revises “Use of Vehicles Policy No. 206” and eliminates “Driver’s License Policy No. 120”
208	Computer Use, Electronic Mail and Internet Policy revises and replaces “Communication Media Policy/Social Media Policy”
309	Domestic Violence Policy
402	Overtime Policy

WHEREAS, these personnel policies and procedures have been reviewed Labor Attorney Vanessa James, Esquire, and Business Administrator Richard Deaney;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Margate that the listed policies attached hereto are hereby adopted and will be issued to employees via Power DMS; and

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all City officials, appointees, employees, volunteers and independent contractors. In the event that 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 personnel policies and procedures are intended to provide guidelines covering public service by City employees and do not represent a contract. These policies and procedures may be amended and supplemented from time to time without notice and at the sole discretion of the Board of Commissioners.

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

ROLL CALL:

NAME	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Becker			X			
Amodeo	X		X			
Blumberg		X	X			

DATE: July 15, 2021

CERTIFICATION

I, Johanna Casey, Clerk of Margate City, Atlantic County, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Commissioners of the City of Margate City at a meeting of said Commission held on July 15, 2021 and said resolution was adopted by not less than a two-thirds vote of the members of the Commission.


Johanna Casey, RMC, City Clerk