

Resolution No. 2021-74

**RESOLUTION OF THE GOVERNING BODY
OF THE BOROUGH OF FRANKLIN MODIFYING
THE EMPLOYEE HANDBOOK**

WHEREAS, the Borough of Franklin maintains an Employee Handbook;

WHEREAS, the most recent Employee Handbook was revised and adopted on July 16, 2019;

WHEREAS, the Council wants to amend the Health Insurance requirements and the Borough Funding for Professional Development;

NOW THEREFORE IT BE RESOLVED by the Mayor and Council of the Borough of Franklin that the Employee Handbook is hereby modified to add the following policies:

Health Insurance Waiver

In the circumstances where an employee is eligible to receive health insurance benefits from the Borough and the employee receives medical insurance coverage from a spouse or other family members, the employee may waive coverage from the Borough. Provided that the employee shows annual proof of coverage and the employee completes the employee coverage waiver form, the employee shall receive compensation of 25 percent of the amount saved by the Borough but in no case more than \$5,000. The Stipend shall be paid bi-annually. An employee must be currently employed on the payment date to be eligible for the stipend. If an employee is separated from employment with the Borough prior to a stipend payment date, the stipend will not be prorated and the employee will not be eligible for the payment.

Borough Funding for Professional Development

Employees may request the opportunity to take classes for professional development or to obtain certificates useful in municipal government. The applications will be reviewed and approved by the Administrator with consultation from either the personnel committee or the Borough Council. In the event that the Borough pays for professional development costs or classes working towards a certification and the employee leaves borough employment to go work for another municipality or government entity, the employee shall pay reimburse the borough for 25% of the costs incurred in the last two years and 50% of cost incurred in the last year.

Reimbursement for Prescription Eyewear

For employees not covered by collective bargaining agreements, the Borough shall provide a reimbursement for eyeglasses/contact lenses of up to Two Hundred Dollars (\$200.00) per year to be used by the Employee upon submission of receipt verifying

purchase. This benefit can only be used once per year and receipts must be in the current year being reimbursed.

NOW THEREFORE IT BE FURTHER RESOLVED that this Resolution will be inserted in the Employee Handbook as addendum #2, respectively, for future use.

CERTIFICATION

I, Darlene J. Tremont, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a meeting of said Governing Body held on August 4, 2021 at 7:00PM.


Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA	X			
JOSEPH LIMON	X			
JOHN POSTAS	X			
STEPHEN SKELLENGER	X			
GILBERT SNYDER				X
STEPHAN ZYDON JR.	X			
MAYOR SOWDEN (Tie Only)				