

# Borough of Franklin, County of Sussex

## Resolution #2024-110

### RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF FRANKLIN HIRING SANDI COWAN AS DEPUTY MUNICIPAL CLERK AND DEPUTY REGISTRAR FOR THE BOROUGH OF FRANKLIN

**WHEREAS**, the Town Council and Mayor anticipate a vacancy in the position of Deputy Municipal Clerk and Deputy Registrar; and

**WHEREAS**, Sandi Cowan has been serving as part time Finance Clerk for the Borough of Franklin as of February 1, 2023; and

**WHEREAS**, Sandi Cowan is scheduled to take the Municipal Registrar examination on October 25, 2024; and

**WHEREAS**, upon Sandi Cowan successfully passing the Municipal Registrar examination, the Municipal Registrar wishes to appoint her as Deputy Registrar.

**WHEREAS**, the Personnel Committee recommends hiring Sandi Cowan as Deputy Municipal Clerk, Deputy Registrar in addition to her payroll duties at the rate of \$43,000 per year effective November 1, 2024 with a six month performance and salary review on or about May 1, 2025; and

**WHEREAS**, the combination of positions and duties will increase Sandi Cowan's hours to 35 hours per week as a full-time employee eligible with benefits as described in the Employee Handbook and other non-wage compensation; and

**NOW THEREFORE IT BE RESOLVED** by the Mayor and Council of the Borough of Franklin authorizes Sandi Cowan to be hired as Deputy Municipal Clerk, Deputy Registrar in addition to her payroll duties for the Borough of Franklin at the annual salary of \$43,000, effective November 1, 2024.

**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 October 22, 2024.

  
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 Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES	X			
CONCETTO FORMICA	X			
RACHEL HEATH	X			
JOSEPH LIMON	X			
STEPHEN SKELLENGER	X			
GILBERT SNYDER	X			
MAYOR SOWDEN (Tie Only)				