

RESOLUTION 2026-05-02

Resolution Amending Eatontown Sewerage Authority's Personnel, Policies, and Procedures Manual

WHEREAS, on November 10, 2025, the Eatontown Sewerage Authority (the "Authority") adopted Resolution 2025-11-02 for purposes of adopting an updated Personnel, Policies, and Procedures Manual in accordance with the requirements of the New Jersey Municipal Excess Liability Joint Insurance Fund (the "MEL"); and

WHEREAS, the Authority has recently received notice from the MEL that, due to changes in the law and the MEL's recommendations concerning employer best practices for its members, additional revisions to the Authority's policies and procedures are necessary; and

WHEREAS, the MEL has promulgated a revised policy concerning the New Jersey Family Leave Act for adoption by its member entities; and

WHEREAS, the MEL has promulgated a revised policy concerning the federal Family and Medical Leave Act; and

WHEREAS, the MEL has promulgated a new policy concerning the use of artificial intelligence for adoption by its member entities; and

WHEREAS, the Authority has also developed a new policy concerning Authority employees' ability to create recordings of other Authority employees or members of the public while acting within the scope of their employment with the Authority; and

WHEREAS, the Board of Commissioners of the Eatontown Sewerage Authority has reviewed the above-referenced new/revised policies; and

WHEREAS, the Board of Commissioners of the Eatontown Sewerage Authority is desirous of revising its existing Personnel, Policies, and Procedures Manual to include these new/revised policies and procedures promulgated by the MEL and/or developed by the Authority.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Eatontown Sewerage Authority, Borough of Eatontown, County of Monmouth, State of New Jersey, that the Authority's existing Personnel, Policies, and Procedures Manual be amended to include the above-referenced New Jersey Family Leave Act, federal Family and Medical Leave Act, artificial intelligence, and employee recording policies attached hereto.

BE IT FURTHER RESOLVED that the New Jersey Family Leave Act, federal Family and Medical Leave Act, artificial intelligence, and employee recording policies attached hereto shall replace and/or supersede any policies included in the Personnel, Policies, and Procedures Manual adopted on November 10, 2025 covering the same subject matter.

BE IT FURTHER RESOLVED that any policy included in the Personnel, Policies, and Procedures Manual adopted on November 10, 2025 and not amended pursuant to this resolution shall remain in full force and effect as presently written.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

RECORDED VOTE

ROLL CALL	Moved	Seconded	Affirmative	Negative	Abstain	Absent
Ken East	X		X			
Greg Seitz		X	X			
John Sciarappa			X			
William Diedrichsen			X			
Juan Vazquez			X			

The foregoing is a true copy of a resolution adopted by the governing body of the Eatontown Sewerage Authority on May 12, 2026.

Robert A. Villée

ROBERT A. VILLEE, Executive Director

DATE: May 12, 2026