

**RESOLUTION**

**AUTHORIZING THE HIRING OF A SEASONAL CONFIDENTIAL ADMINISTRATIVE OFFICE CLERK TO THE ADMINISTRATOR FOR THE TOWNSHIP OF CLINTON**

**WHEREAS**, due to an opening for additional clerical support in the Administrator’s office, there exists a need for a new employee, and

**WHEREAS**, the position of a seasonal Confidential Administrative Office Clerk to the Administrator was advertised; and

**WHEREAS**, Noemi Galdamez has expressed interest to fill this position; and

**WHEREAS**, the Administrator has interviewed Ms. Galdamez and reviewed her qualifications to fill this position and has determined that she is the best candidate for the position and recommends her for employment; and

**NOW THEREFORE, BE IT RESOLVED**, Noemi Galdamez is hereby hired as a seasonal Confidential Administrative Office Clerk under the following terms and conditions:

1. Effective March 7, 2023, Ms. Galdamez is hereby hired to fill the non-exempt position of a seasonal Confidential Administrative Office Clerk to the Township Administrator for the Township of Clinton under the following terms and conditions:
2. Ms. Galdamez’s is hired at a salary stated in the hire offer letter.
3. This resolution shall take effect immediately.

ATTEST:

\_\_\_\_\_  
Carla Conner, Township Clerk

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Brian Mullay, Mayor

Adopted: March 22, 2023

## CERTIFICATION

I, Carla Conner, Municipal Clerk of the Township of Clinton, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 22<sup>nd</sup> day of March, 2023.

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*Conner Conner, Municipal Clerk*

## RESOLUTION

### AUTHORIZING THE HIRING AND APPOINTMENT OF LINDSAY HELLER, CONFIDENTIAL ADMINISTRATIVE ASSISTANT TO THE ADMINISTRATOR AND CLERK FOR THE TOWNSHIP OF CLINTON

**WHEREAS**, there exists a vacancy in the position of Administrative Assistant to the Administrator and Clerk; and

**WHEREAS**, Lindsay Heller has expressed interest to fill this position; and

**WHEREAS**, the Administrator has interviewed Ms. Heller and reviewed her qualifications to fill this position and has determined that she is the best candidate for the position and recommends her for employment; and

**WHEREAS**, a conditional offer of employment was extended to Ms. Heller, subject to the approval of this body; and

**WHEREAS** the Mayor and Council support the Administrator's recommendation and therefore wish to approve her employment with the Township:

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Clinton in Hunterdon County, New Jersey as follows:

1. Effective March 27, 2023, Lindsay Heller is hereby hired on a full-time basis and appointed to fill the non-exempt position of Confidential Administrative Assistant to the Township Administrator and Township Clerk for the Township of Clinton under the following terms and conditions:
  - a. Ms. Heller's start date shall be March 27, 2023.
  - b. Ms. Heller is hired at a salary stated in the hire offer with all benefits afforded full-time Township employees as outlined in the Township's Personnel Policies and Procedures.
2. This resolution shall take effect immediately.

ATTEST:

\_\_\_\_\_  
Carla Conner, Township Clerk

\_\_\_\_\_  
Brian Mullay, Mayor

Adopted: March 22, 2023

## CERTIFICATION

I, Carla Conner, Municipal Clerk of the Township of Clinton, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 22<sup>nd</sup> day of March, 2023.

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*Conner Conner, Municipal Clerk*

**RESOLUTION**

**Resolution Canceling Unspent Grant Balance**

**WHEREAS**, Grants appear on the Grant Balance Sheet of the Township of Clinton with balance remaining, either funded or unfunded, for projects that are deemed to have been completed, and;

**WHEREAS**, these grants are able and eligible to be cancelled as outlined in the schedule below.

**NOW, THEREFORE BE IT RESOLVED** that the grants receivable and appropriated grant listed below are hereby cancelled by a 2/3 vote of the full Governing Body

Grant Year	Description	Grants Receivable	Appropriated Grants
2022	Body Worn Camera	\$180.00	\$180.00
2022	Click it or Ticket.	\$41.75	\$41.75
2022	Drive Sober or Get Pulled Over	\$0.03	\$0.03

ATTEST:

\_\_\_\_\_  
Carla Conner, Township Clerk

\_\_\_\_\_  
Brian Mullay, Mayor

Adopted: March 22, 2023

**CERTIFICATION**

I, Carla Conner, Municipal Clerk of the Township of Clinton, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 22<sup>nd</sup> day of March, 2023.

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*Conner Conner, Municipal Clerk*