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WORKSHOP MEETING  
APRIL 1, 2014  
7:00 P.M.  
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The Workshop Meeting of the Borough of Butler Mayor and Council was opened by Mayor Alviene who indicated that the meeting was being held in compliance with the Open Public Meetings Act having been duly advertised and posted in Borough Hall.

**ROLL CALL**

PRESENT: Mayor Alviene, Councilman Fox, Councilman McNear, Councilman Meier, Councilman Regis, Councilman Verdonik and Council President Vath

ALSO PRESENT: J. Lampmann, Borough Administrator, R. Oostdyk, Borough Attorney and M. O'Keefe, Borough Clerk

**RESOLUTION(S):**

**R 2014-44 Resolution Updating Personnel Policies and Procedures**

Mr. Lampmann explained that the updates are required by our insurer to remain in compliance with the law and to maintain our reduced deductible.

Moved: Vath

Second: Fox

Voted Aye: Fox, McNear, Meier, Regis, Verdonik and Vath

Voted Nay: None

R 2014-44 approved.

**R 2014-45 Resolution of Participation with the State of New Jersey Safe and Secure Communities Program Administered by the Division of Criminal Justice, Department of Law and Public Safety**

Moved: Vath

Second: Fox

Voted Aye: Fox, McNear, Meier, Regis, Verdonik and Vath

Voted Nay: None

R 2014-45 approved.

**PROCLAMATION**

**Designating April as Autism Awareness Month in the Borough of Butler**

Proclamation is prepared; Mayor Alviene signed proclamation that will be forwarded to the Autism Ambassador.

**OPEN PUBLIC DISCUSSION**

Mayor Alviene opened the meeting to the public at this time.

**Susan Davenport, 8 Western Avenue** Ms. Davenport is present this evening to notify the Mayor and Council of an issue she has been having regarding customers and staff of the Bank of America on Route 23 parking on Western Avenue creating a hazard for residents trying to exit their driveways. She noted that Mr. Lampmann has spoken with the branch manager and they have assured him that they will park in a more careful manner in the future. Additionally, Bank of America needs to address this issue in a more permanent manner; they will provide the Borough with a concept after meeting with the Zoning Officer. She would like to thank Mr. Lampmann for his assistance in this matter.

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Seeing no one else come forward to speak a motion was made to close the public portion of the meeting.

Moved: Fox  
All in favor.

Second: Regis

Mr. Oostdyk wanted to inform the Mayor and Council that he had received a letter from James LaSala, the Attorney representing Mr. Maher that he has decided not to pursue the issue of vacating the Saint Anthony's Avenue easement. Mr. Oostdyk will confirm and acknowledge that no action will be taken.

Motion to adjourn the meeting:

Moved: Fox

Second: McNear

All in favor.

ADJOURNMENT: 7:15 p.m.

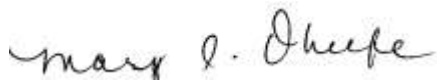
Adopted: April 15, 2014



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Robert W. Alviene, Mayor

Attest:



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Mary A. O'Keefe, RMC  
Municipal Clerk

Dated: April 15, 2014

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**Borough of Butler Resolution R2014-44  
Resolution Adopting Updated Personnel Policies and Procedures**

**WHEREAS**, it is the policy of Borough of Butler to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Civil Service Act, the New Jersey Attorney General's guidelines with respect to Police Department personnel matters, the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

**WHEREAS**, the Mayor and Council has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

**NOW, THEREBY, BE IT RESOLVED** by the Mayor and Council that the Personnel Policies and Procedures Manual attached hereto is hereby adopted.

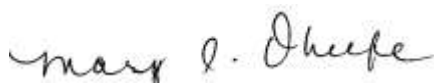
**BE IT FURTHER RESOLVED** that these personnel policies and procedures shall apply to all Borough officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal 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 this manual is intended to provide guidelines covering public service by Borough employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Borough of Butler Mayor and Council.

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

**BE IT FURTHER RESOLVED** that the Borough Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Chief Municipal Finance Officer and the Borough Attorney shall assist the Borough Administrator in the implementation of the policies and procedures in this manual.

Adopted this   1st   day of  
April, 2014.



Mary A. O'Keefe, Borough Clerk



Robert W. Alviene, Mayor

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**BOROUGH OF BUTLER  
RESOLUTION R 2014-45**

**STATE OF NEW JERSEY  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF CRIMINAL JUSTICE**

**SAFE AND SECURE COMMUNITIES PROGRAM**

**RESOLUTION OF PARTICIPATION**

**A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY SAFE  
AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL  
JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY**

WHEREAS, the Borough of Butler wishes to apply for funding for a project under the Safe and Secure Communities Program (P-5719-14); and

WHEREAS, the Mayor and Council has reviewed the accompanying application and has approved said request; and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Borough of Butler for the purpose described in the application;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that

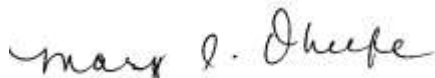
- 1) As a matter of public policy, the Borough of Butler wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
- 2) The Attorney General of New Jersey will receive funds on behalf of the applicant.
- 3) The Division of Criminal Justice shall be responsible for the receipt and review of the application for said funds.
- 4) The Division of Criminal Justice shall initiate allocations to each applicant as authorized by law.

Adopted: April 1, 2014



Robert W. Alviene, Mayor

Attest:



Mary A. O'Keefe, RMC  
Municipal Clerk

Dated: April 1, 2014