

**TOWNSHIP OF STILLWATER  
COUNTY OF SUSSEX  
STATE OF NEW JERSEY  
RESOLUTON NO. 2024- 84**

**RESOLUTION HIRING OF A PART-TIME RECEPTIONIST FOR THE TOWNSHIP  
OF STILLWATER**

**WHEREAS**, the Township of Stillwater (“Township”) is in need of a part-time Receptionist to work in the Township Municipal Building for the various offices of the Township; and,

**WHEREAS**, the Township conducted an extensive search and interviewed several finalists for the position and now wishes to make the appointment of an individual to the position of part-time Receptionist for the Township of Stillwater; and,

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey that the Township Committee hereby appoints Julie Ann Leatham to the position of part-time Receptionist, effective Monday, July 8, 2024, subject to a probationary period in accordance with Civil Service rules and regulations.

**NOW, THEREFORE, BE IT RESOLVED**, that said individual shall work twenty (20) hours per week, Monday through Thursday from 10AM to 3 PM at the hourly rate of \$18.00 per hour less all applicable deductions. Said individual shall not be eligible for health benefits, but shall be eligible for paid sick and vacation leave on a pro-rata basis, based on a five (5) hour day, in accordance with Civil Service rules and regulations.

**CERTIFICATION**

I, Valerie Ingles, RMC/CMC, Township Clerk of the township of Stillwater, hereby certify that this is a true copy of a Resolution approved by the Township Committee of the Township of Stillwater, in the County of Sussex, State of New Jersey at a regular meeting held on the 18 day of June, 2024.

\_\_\_\_\_  
Valerie Ingles, RMC/CMC  
Township Clerk, Township of Stillwater