

**STILLWATER TOWNSHIP
SUSSEX COUNTY, NEW JERSEY**

RESOLUTION 2026-018

**“RESOLUTION AUTHORIZING COMPLIANCE WITH THE UNITED STATES
EQUAL EMPLOYMENT OPPORTUNITY COMMISSION’S “ENFORCEMENT
GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION
RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL
RIGHTS ACT OF 1964”**

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 2064,” *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the Township Committee have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the Certification of the Township Committee attached hereto.

NOW, THEREFORE BE IT RESOLVED, That Stillwater Township, c.183, by certifying that the local unit’s hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required Certification to show evidence of said compliance.

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held January 6, 2026 at the Stillwater Township Municipal Building, Stillwater, Sussex County, New Jersey.

Valerie Ingles, RMC, CMR
Township Clerk

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE
WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY
COUNTY OF SUSSEX

We, members of the governing body of the Township of Stillwater being duly sworn according to law,
upon our oath depose and say:

1. We are duly elected members of the Township Committee of the Township of Stillwater in the
county of Sussex;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States
Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of
Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of
1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an
individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement
guidance.

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

Sworn to and subscribed before me this

_____ day of _____

Notary Public of New Jersey

Clerk

The Municipal Clerk (or Clerk of the Board of County Commissioners as the case may be) shall set forth
the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved
budget to the Division of Local Government Services. The executed certificate and the adopted resolution
must be kept on file and available for inspection.