

Township of West Milford

Passaic County, New Jersey

~ Resolution 2025 – 209 ~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING WHITE-COLLAR MANAGERIAL PERSONNEL TO UTILIZE FLEX TIME WITHIN THE SAME PAY PERIOD

WHEREAS, providing greater flexibility in work schedules would enhance working conditions and potentially increase productivity; and

WHEREAS, flexible scheduling has become a widely sought-after work condition among job candidates; and

WHEREAS, white-collar managerial personnel can effectively oversee work responsibilities without being physically present in their offices; and

WHEREAS, white-collar managerial personnel consists of appointed officials whose positions were created by State Statute or the Municipal Code and are not part of a collective bargaining unit; and

WHEREAS, white-collar managerial personnel would continue to fulfill the same minimum hourly requirements per pay period; and

WHEREAS, white-collar managerial personnel should have the ability to utilize flex time within each pay period; and

WHEREAS, the Township would benefit from allowing white-collar managerial personnel to take advantage of flex time; and

WHEREAS, regular municipal business hours shall remain unchanged; and

WHEREAS, white-collar managerial personnel must ensure that their respective departments are staffed to serve the public during standard municipal hours of operation; and

WHEREAS, the impacted personnel shall notify the Township Administrator of their intention to use flex time as soon as practical; and

WHEREAS, white-collar managerial personnel shall have the option to adjust their schedules for an extended duration or on an ongoing basis; and

WHEREAS, the Mayor and/or Township Administrator may revoke or modify the use of flex time if determined to be in the Township's best interest.

NOW, THEREFORE, BE RESOLVED that the Township's white-collar managerial personnel shall be authorized to utilize flex time in accordance with the provisions outlined in this resolution.

Adopted: May 7, 2025

Adopted this 7th day of May, 2025
and certified as a true copy of an original

William Senande, Township Clerk