

**MAURICE RIVER TOWNSHIP**  
**Special Meeting**

**Tuesday, August 7, 2018 – 6:00 pm**

This meeting has been advertised in accordance with the statutes of the State of New Jersey.

**Present:** Patricia Gross, Mayor  
J. Roy Oliver, Deputy Mayor  
Ken Whildin, Committeeman  
Denise L. Peterson, Municipal Clerk

**Call To Order**

The meeting was called to order by Mayor Gross at 6:00 pm and the pledge of allegiance followed..

Roll Call: Mrs. Gross, present  
Mr. Oliver, present  
Mr. Whildin, present

The purpose of this meeting is to discuss the resignation of the Land Use Board, Construction office secretary and authorization to start the hiring for replacement.

**Discussion:**

1. Resignation letter from the LUB, Construction Office secretary

Mr. Whildin, Chair for the construction office, explained that a letter of resignation was received from Veronica English dated July 23, 2018 with the intended last date of employment being August 9, 2018. Ms. English will be attending/volunteering at the Family Night Out event on August 9, 2018 in her capacity as Municipal Alliance Coordinator.

Mr. Whildin made a motion to accept the resignation; seconded by Mr. Oliver.

Roll Call: Ayes – Oliver, Whildin, Gross Nays – None

Mr. Whildin further explained that presently Ms. English would owe the township 3.8 hours due to absences under sick time, vacation and administration.

Mr. Whildin made a motion that the 3.8 hours be offset by the time that Ms. English is volunteering at the Family Night Out event; seconded by Mr. Oliver.

Roll Call: Ayes – Oliver, Whildin, Gross Nays - None

2. Authorize to begin the hiring process for a replacement clerk 1.

The Township Committee reviewed the previous advertisement placed for this position. It was determined to run the advertisement with modifications of hours being Monday through Thursday: 8:00 am to 3:00 am. (6.5 hours for 4 days = 26 hours weekly). Louann Karrer, Personnel will determine the advertisement date(s) and deadline for submission of the resumes/applications.

Mr. Whildin made a motion to advertise for the Clerk 1 position; seconded by Mr. Oliver.

Roll Call: Ayes – Oliver, Whildin, Gross Nays - None

It was further discussed that Donna Hickman will cover this position pursuant to Resolution No. 47-2018 which was adopted by the Township Committee on February 15, 2018. Ms. Hickman has requested flexibility in her schedule due to previous obligations and that this coverage be complete by October 1, 2018.

**Adjournment**

Mr. Oliver made a motion to adjourn; seconded by Mr. Whildin.

---

Denise L. Peterson, Municipal Clerk