

Mayor Nolan offered the following Resolution and moved on its appointment:

R-12-55
RESOLUTION APPOINTING
TEMPORARY
PART-TIME CASHIER, TYPIST

WHEREAS, the Borough has a vacancy due to the resignation of Allison Worthington and the Borough is in need of a part-time cashier/typist in the Main Office at Borough Hall; and

WHEREAS, Donna Conrad has been performing the duties of P/T Cashier/Typist for the past three months; and

WHEREAS, it is the recommendation of the Borough Administrator that **Donna Conrad** be appointed for another three months.

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Council of the Borough of Highlands that **Donna Conrad** is hereby appointed temporarily as a part-time Cashier/Typist for the Borough of Highlands.

BE IT FURTHER RESOLVED that said appointment will be compensated at an hourly rate of \$15.00 per hour for four and one half (4 1/2) hours per day Monday through Friday effective March 1, 2012 to May 31, 2012.

Seconded by and adopted on the following roll call vote:

ROLL CALL:

AYES:

NAYES:

ABSENT:

ABSTAIN:

DATE: **March 7, 2012**

CAROLYN CUMMINS, BOROUGH CLERK

I hereby certify this to be a true copy of Resolution R-12-55 adopted by the Governing Body of the Borough of Highlands on March 7, 2012.

BOROUGH CLERK/DEPUTY CLERK