



BOROUGH OF HIGHLANDS  
 COUNTY OF MONMOUTH

## RESOLUTION 22-044

### A RESOLUTION APPOINTING NANCY TRAN TO SERVE IN THE POSITION OF ACTING MUNICIPAL CLERK

WHEREAS, the position of Municipal Clerk shall become vacant on January 7, 2022, due to the resignation of Michelle Hutchinson; and

WHEREAS, N.J.S.A. 40A:9-133 provides that “Within 90 days of the occurrence of a vacancy in the office of municipal clerk by reason of the departure of a registered municipal clerk, the governing body may appoint a person who does not hold a registered municipal clerk certificate to serve as acting municipal clerk for a period not to exceed one year and commencing on the date of the vacancy.”; and

WHEREAS, the Borough wishes to appoint Nancy Tran to serve as the Acting Municipal Clerk for 60 days.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands that Nancy Tran is hereby appointed to serve as Acting Municipal Clerk, for a 60-day term effective January 8, 2022.

Motion to Approve R-22-044:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK			X			
MELNYK			X			
OLSZEWSKI		X	X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk’s Office.

DATE OF VOTE: January 1, 2022

Michelle Hutchinson, Municipal Clerk  
 Borough of Highlands