



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 20-181

### A RESOLUTION APPOINTING MICHELLE HUTCHINSON TO SERVE IN THE POSITION OF ACTING MUNICIPAL CLERK

WHEREAS, the position of Municipal Clerk shall become vacant on August 18, 2020, due to the resignation of Matthew Conlon; 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 Michelle Hutchinson 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 Michelle Hutchinson is hereby appointed to serve as Acting Municipal Clerk, for a 60-day term effective August 18, 2020.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL		X	X			
MAZZOLA			X			
RYAN			X			
VALKOS			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: August 19, 2020

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Michelle Hutchinson, Acting Municipal Clerk