

ORDINANCE OF THE TOWNSHIP OF LAKEWOOD, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 10-15 ENTITLED "PERSONNEL POLICIES" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF LAKEWOOD, SPECIFICALLY SECTION 10-15.7 (LEAVE WITHOUT PAY).

BE IT ORDAINED by the Township Committee of the Township of Lakewood, County of Ocean, State of New Jersey, as follows:

SECTION 1. That Chapter 10 entitled "Personnel Policies" of the revised general ordinances of the Township of Lakewood, specifically Section 10-15.7 entitled "Leave without Pay" be and hereby is amended and supplemented as follows:

10-15.7 Leave without Pay. Leave without pay may be granted to full-time and part-time permanent employees and to full-time unclassified employees. ~~Normally,~~ It shall be granted only when the employee has used his accumulated sick and/or vacation leave in the case of illness, or his vacation leave if leave without pay is requested for reasons other than illness. ~~Written request for leave without pay shall be initiated by the employee, favorably endorsed by the Municipal Manager and approved by the appointing authority.~~ Requests for leave without pay shall be initiated in writing by the employee. The request shall go to the Municipal Manager who may or may not permit it. The Municipal Manager shall give his decision to the employee within ten (10) days of the employee requesting the leave without pay. Such leave, except for military leave without pay, shall not be approved for a period greater than six (6) months at any one time. ~~The Township Committee may extend such leave for an additional six (6) months or any portion thereof.~~ (1971 Code § 5-13.7)

SECTION 2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, subsection, paragraph, sentence or any part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance not directly involved in the controversy in which such judgment shall have been rendered.

SECTION 4. This Ordinance shall take effect immediately upon final passage and publication as required by law.

NOTICE

PUBLIC NOTICE is hereby given that the foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Lakewood, in the County of Ocean and State of New Jersey on the **12th day of September, 2019**, and was then read for the first time. The said Ordinance will be further considered for final passage by the Township Committee in the Town Hall at 5:30 p.m. on **October 3, 2019**. At such time and place or any time or place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Kathryn Hutchinson, RMC, CMC, CMR, RPPS
Township Clerk

CERTIFICATION

I, Kathryn Hutchinson, Township Clerk of the Township of Lakewood, do hereby certify the foregoing to be a true and exact copy of the ordinance which was adopted by the Township Committee of the Township of Lakewood at a meeting held on **October 3, 2019** at 5:30 P.M., at the Municipal Building, located at 231 Third Street, Lakewood, NJ 08701.

Kathryn Hutchinson, RMC, CMC, CMR, RPPS
Township Clerk