

**MANSFIELD TOWNSHIP  
BURLINGTON COUNTY**

**RESOLUTION 2020-1-28**

**A RESOLUTION MEMORIALIZING THE APPOINTMENT OF ELAINE FORTIN AS AN ON-CALL, AS NEEDED, PART-TIME MANSFIELD TOWNSHIP ADMINISTRATIVE ASSISTANT TO THE TAX AND FINANCE OFFICES**

**WHEREAS**, the Mansfield Township was in need of an on-call, as needed, part-time Administrative Assistant to the Tax and Finance Offices at this time; and

**WHEREAS**, the Township Committee found that it was in the Township's best interests that there be an individual who can cover during vacation times, sick times and to assist during each Tax Quarter if needed; and

**WHEREAS, Elaine Fortin**, the Township's former Tax Collector, had expressed interest in said on-call, as needed, part-time position and meets all the qualifications needed for said departments; and

**WHEREAS**, the compensation for the position is Twenty Eight Dollars and Sixty Three cents (\$28.63) per hour; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on January 9, 2020 at the Municipal Complex at 7:00 PM that **Elaine Fortin** is hereby appointed as an on-call, as needed, part time Administrative Assistant to the Tax and Finance Offices at the rate of \$28.63 per hour, effective November 6, 2019. Said position is without health benefits, vacation, sick or holidays.

**MOTION:                      SECOND:**

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I, LINDA SEMUS, RMC**, Municipal Clerk of the Township of Mansfield, County of Burlington, State of New Jersey, do hereby certify the foregoing to be a true and accurate copy of the Resolution adopted by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, at their regular meeting held on January 9, 2020 at the Mansfield Township Municipal Complex, at 7:00 PM.

---

**LINDA SEMUS, RMC, Municipal Clerk**