

## RESOLUTION 2019 – 110

### RESOLUTION OF THE TOWNSHIP OF BARNEGAT COUNTY OF OCEAN, STATE OF NEW JERSEY ESTABLISHING SICK LEAVE ACT POLICY AND TERMS

**WHEREAS**, the State of New Jersey has passed a new, New Jersey Earned Sick Leave Law according to N.J.S.A. 34:11-56a et seq. (Wage and Hour Law), which permits most employees the right to accrue up to 40 hours of earned sick leave per year; and

**WHEREAS**, employees have received written notification and the Township has posted the required notice of the new law; and

**WHEREAS**, as part of the new law, the Township is required to establish a benefit year for applicable employees, in addition to other related policies; and

**WHEREAS**, the attached addendum consists of the related policies associated with the NJ Sick Leave Law; and

**NOW, THEREFORE, BE IT RESOLVED**, on this 5th day of March , 2019 by the Township Committee of the Township of Barnegat, County of Ocean, State of New Jersey that the attached New Jersey Sick Leave Act benefit year and policies as per attached is approved.

### CERTIFICATION

I, Michele Rivers, Municipal Clerk, Township of Barnegat, County of Ocean, State of New Jersey, hereby certifies that the foregoing Resolution was duly adopted by the Township Committee at their regular meeting held in the Municipal Complex at 900 West Bay Avenue, Barnegat, on the 5th day of March, 2019.

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Michele Rivers, RMC  
Municipal Clerk

## **NEW JERSEY SICK LEAVE ACT POLICY OF BARNEGAT TOWNSHIP**

In accordance with N.J.S.A. 34:11-56a et seq. Wage and Hour Law

Effective Date of Accrual: October 29, 2018 or the date existing collective bargaining agreement expires.

Benefit Year: calendar year January 1 – December 31 annually.

### Acceptable Reasons to Use Earned Sick Leave:

- You need diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or you need preventive medical care.
- You need to care for a family member during diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or your family member needs preventive medical care.
- You or your family member have been the victim of domestic violence or sexual violence and need time for treatment, counseling, or to prepare for legal proceedings.
- You need to attend school-related conferences, meetings, or events, regarding your child's education; or to attend a school related meeting regarding your child's health.
- Your employer's business closes due to a public health emergency or you need to care for a child whose school or child care provider closed due to a public health emergency.

Rate of Accrual: You accrue earned sick leave at the rate of 1 hour for every 30 hours actually worked, up to a maximum of 40 hours per benefit year. The Township will not apply advanced earned sick leave.

Date Earned Sick Leave is Available for Use: February 26, 2019 or 120 days after first day of employment, whichever is later.

Blackout dates: Blackout dates for use of earned sick leave to be determined as per Departmental Policies and Procedures.

Payment of Earned Sick Leave: the Township will pay the employee for sick leave used at the same rate the employee normally earns.

Advance Notice: if the need is foreseeable, the Township will require three (3) working days advance notice of an employee's intention to use earned sick leave.

Documentation: The Township will require employees to provide reasonable documentation if an employee uses more than 3 consecutive workdays as earned sick leave. The Township does not require the employee to specify the reason for sick leave.

Unused Earned Sick Leave: The Township chooses to not pay an employee for unused earned sick leave at the end of the benefit year.