

# RESOLUTION KENILWORTH, NJ

**WHEREAS**, a vacancy exists in the position of Part-Time Health Department Secretary; and

**WHEREAS**, it is the recommendation of Board of Health of the Borough of Kenilworth that **Joanna Gunning** be appointed Part-Time Health Department Secretary; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Kenilworth, County of Union, State of New Jersey, as follows:

1. Effective October 6, 2025 **Joanna Gunning** be appointed **Part-Time Health Department Secretary** at a rate of \$20.00 per hour, scheduled to work twenty (20) hours per week, 8:30 am to 12:30 pm Monday through Friday.
2. In addition to the employment as Health Department Secretary and all the responsibilities that it entails, upon gaining the credential of Certified Municipal Registrar (CMR).
3. This offer of employment is contingent upon successful completion of medical release, criminal and background checks. This position is also subject to a six (6) month probationary period which will begin on the first date of employment.

**BE IT FURTHER RESOLVED**, that the Borough of Kenilworth's Chief Financial Officer has certified that sufficient uncommitted funds are available in the 2025 Borough of Kenilworth Budget for the purposes set forth herein.

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Councilman Patrick Boyle			x			
Councilman Joseph Finistrella			x			
Councilwoman Toni Giordano Picerno						x
Councilman William Mauro			x			
Councilman Douglas Piper	x		x			
Councilman Savino Scorese		x	x			
Mayor Linda Karlovitch						
<b>ON CONSENT AGENDA</b>	Yes _	No _x				

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Kenilworth at a Meeting held on October 1, 2025.

  
Laura Reinertsen, Borough Clerk

