

**RESOLUTION NO. 2023-269**

**RESOLUTION OF THE TOWNSHIP OF LITTLE  
EGG HARBOR, COUNTY OF OCEAN, STATE OF  
NEW JERSEY, AUTHORIZING THE  
APPOINTMENT OF MELISSA PENK AS CLERK 1  
FOR THE CONSTRUCTION/ZONING  
DEPARTMENT**

**WHEREAS**, the Little Egg Harbor Construction/Zoning Department is in need of a Clerk 1; and

**WHEREAS**, Melissa Penk satisfies the job specifications for the title of Clerk 1 for the Construction/Zoning Department; and

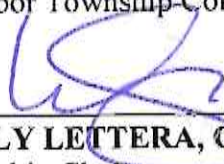
**WHEREAS**, the Township Committee wishes to appoint Melissa Penk as a Clerk 1 for the Construction/Zoning Department.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Township of Little Egg Harbor, County of Ocean, State of New Jersey:

1. That Melissa Penk is appointed to the position of Clerk 1 (Construction/Zoning Department), effective October 18, 2023.
2. That Melissa Penk shall be compensated at a rate of \$14.13 an hour as Clerk 1 (Construction/Zoning Department) in accordance with the Township Salary Ordinance.
3. That a certified copy of this Resolution shall be forwarded by the Municipal Clerk to the Township Administrator, Chief Financial Officer, Construction/Zoning Department and Melissa Penk.

**CERTIFICATION**

**I, KELLY LETTERA, CMC, RMC**, Municipal Clerk of the Township of Little Egg Harbor do hereby certify that the foregoing resolution was duly adopted by the Township of Little Egg Harbor Township Committee at a meeting held on the 12<sup>th</sup> day of **October, 2023**.

  
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**KELLY LETTERA, CMC, RMC**  
Township Clerk  
Little Egg Harbor Township