

**RESOLUTION 2025-247**

**RESOLUTION OF THE TOWNSHIP OF LITTLE EGG HARBOR, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF BARNEGAT FOR PAYROLL CLERK SERVICES**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (the “Act”), authorizes local units of this State to enter into agreements with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

**WHEREAS**, LEH is in need of the services of a payroll clerk as a result of the resignation of Anna Nelson, Payroll Clerk, effective November 5, 2025; and

**WHEREAS**, the Interim Administrator is authorized to negotiate with Barnegat as to any possible payroll clerk services Barnegat may be able to provide.

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

1. That the governing body does hereby authorize the Interim Administrator to negotiate a Shared Services Agreement with the Township of Barnegat, in a form acceptable to the Little Egg Harbor Township Attorney, for the purpose of setting the terms and conditions for payroll clerk services.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to said Shared Services Agreement, and any other documents necessary to effectuate the terms of this resolution, upon approval of any agreement and affiliated documents by the Little Egg Harbor Township Attorney.

**r|m|s|h|c**

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3. That any shared services agreement shall only become effective upon the passage of Resolutions by both Barnegat Township and Little Egg Harbor Township and the full execution by both parties.

4. That a copy of any agreement referenced herein shall be kept on file and made available for public inspection at the Township Clerk's Office during normal business hours.

5. That a certified copy of this resolution, together with a copy of the agreement, shall be forwarded to the Little Egg Harbor Township Clerk/Interim Township Administrator.

**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 9th day of October, 2025.**

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

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