

**AN ORDINANCE OF THE TOWNSHIP OF NORTH BRUNSWICK
REPEALING AND REPLACING SECTIONS WITHIN CHAPTER 61 “PERSONNEL”
PART I, “ADMINISTRATIVE LEGISLATION”,
ARTICLE 1, “DEFINITIONS”
OF THE CODE OF THE TOWNSHIP OF NORTH BRUNSWICK**

BE IT ORDAINED by the Township Council of the Township of North Brunswick, County of Middlesex County and State of New Jersey, that the following Chapter and Article are hereby repealed, replaced, amended or substituted with language as revised herein, and shall be codified and consolidated into chapters of the Code of the Township of North Brunswick:

**Article I Definitions / Provisions regarding Labor Laws enforced under this Chapter.
§ 61-1 Definitions as used in this Chapter.**

Administrative Time – For irregular or occasional excess hours worked; as an alternative to overtime or compensatory time when an employee, that is not eligible to receive overtime, accumulates time, on an hour-for-hour basis, for hours worked over 40 hours in a workweek, to be used at a later date as time off. The term “work” shall mean “actually worked”; rather than time spent in a pay cycle when no work is performed due to utilization of employee benefit time (i.e. sick, vacation, personal, bereavement). Examples where administrative time may be accrued include; working at a public event, during inclement weather, or responding to an emergency event.

Compensatory Time – For irregular or occasional overtime work; as an alternative to additional compensation, when the employee is exempt from receiving overtime, such as a “manager” or “administrative” employee. They shall accumulate time, on an hour-for-hour basis, for time worked over 40 hours in a workweek, to be used at a later date as time off. The term “work” shall mean “actually worked”; rather than time spent in a pay cycle when no work is performed due to utilization of employee benefit time (i.e. sick, vacation, personal, bereavement).

Holiday – Shall mean a legal holiday or special holiday authorized by law or executive order. In general, if an employee is entitled to be paid when not reporting to work for a Holiday, the time shall be counted for reporting purposes only, as hours “worked” in a workweek. An employee shall be entitled to the hours, representing their normal workday, for time spent in a paid status for the Holiday.

Overtime – In accordance with the federal Fair Labor Standards Act, the Township shall pay overtime compensation to non-exempt employees when they “work” in excess of 40 hours per week, at an hourly rate of not less than one and one-half times their regular rate of pay. The term “work” shall mean “actually worked”; rather than time spent in a pay cycle when no work is performed due to utilization of employee benefit time (i.e. sick, vacation, personal, bereavement).

Work – As used herein shall mean work actually performed by the employee for the benefit of the Township; and **does not** include time spent in paid status utilizing employee benefit time when no work was performed (i.e. sick, vacation, personal, bereavement, compensation time, leave of absence or other accrued time). For a Holiday, an employee shall be entitled to the hours, representing their normal workday, for time spent in a paid status.

An employee shall be entitled to the hours, representing their normal workday, when notified their place of assignment is closed, due to inclement weather or major event and the employee was provided notice not to report to work.

BE IT FURTHER ORDAINED that this ordinance supersedes prior ordinances regarding employees not covered by a collective bargaining unit.

This Ordinance shall be known and may be cited as the “Ordinance repealing and replacing Chapter 61 “Personnel” of the Code of the Township of North Brunswick”.

Approved Yes No

Rejected Yes No

Francis “Mac” Womack, Mayor
Township of North Brunswick

Reconsidered by Council _____

Override Vote Yes No

Council President

Clerk, Township of North Brunswick

ROLL CALL

First Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MEHTA				
LOPEZ				
GUADAGNINO				
ANDREWS				
SOCIO				
DAVIS				
MAYOR WOMACK				

Second Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MEHTA				
LOPEZ				
GUADAGNINO				
ANDREWS				
SOCIO				
DAVIS				
MAYOR WOMACK				