



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 20-199

RESOLUTION APPOINTING MICHELLE HUTCHINSON TO SERVE IN THE POSITION OF  
REGISTRAR

**WHEREAS**, the position of Registrar is vacant due to the resignation of Matthew Conlon and the Governing Body of the Borough of Highlands desires to appoint Michell Hutchinson to fill the position to be effective on September 2, 2020; and

**WHEREAS**, N.J.S.A. 26:8-13 provides that “if the local registrar is the municipal clerk, his term of office shall be concurrent with his term of office as clerk”; and

**WHEREAS**, by Resolution 20-181 Michelle Hutchinson was appointed as Acting Municipal Clerk effective August 18, 2020.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Governing Body of the Borough of Highlands, that Michelle Hutchinson is hereby appointed to serve as Registrar for a term of office concurrent with her term of office as Acting Municipal Clerk; and

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon its enactment.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN			X			
VALKOS		X	X			
BROULLON	X		X			

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This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: September 2, 2020



Michelle Hutchinson Acting Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
 COUNTY OF MONMOUTH

## RESOLUTION 20-200

RESOLUTION APPOINTING DONNA CONRAD TO SERVE IN THE POSITION OF  
 DEPUTY REGISTRAR

**WHEREAS**, the position of Deputy Registrar is vacant due to Michelle Hutchinson being appointed as the Registrar; and

**WHEREAS**, N.J.S.A. 26:8-17 provides that the Local Registrar, upon acceptance of the appointment, shall appoint a Deputy Registrar; and

**WHEREAS**, Michelle Hutchinson has determined to appoint Donna Conrad to fill the position of Deputy Registrar and the Governing Body of the Borough of Highlands desires to confirm that appointment by Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Governing Body of the Borough of Highlands, that Donna Conrad is hereby appointed to serve as Deputy Registrar.

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon its enactment.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN		X	X			
VALKOS			X			
BROULLON	X		X			

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DATE OF VOTE: September 2, 2020

Michelle Hutchinson Acting Municipal Clerk  
 Borough of Highlands