

CITY OF BORDENTOWN

RESOLUTION 2022-013

**ADOPTING A POLICY IN COMPLIANCE WITH THE
DRUG FREE WORKPLACE ACT**

WHEREAS, in 1989 the governing bodies of the City of Bordentown and the Township of Bordentown had adopted ordinances establishing and recognizing a Municipal Alliance known as Bordentown Residents Against Drugs (B.R.A.D.) indicating their support for the Municipal Alliance Program; and,

WHEREAS, as a result, more than \$175,000 from the Governor's Council on Alcoholism and Drug Abuse has been used directly in the community to combat drug and alcohol abuse through awareness and prevention programs; and,

WHEREAS, each municipality participating in the program must comply with the Drug Free Workplace Act.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Bordentown that it does hereby certify that it will provide a drug free workplace by:

- (a) Publishing a policy statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug free awareness program to inform employees;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employee in writing of any criminal drug statute conviction for a violation occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing within ten calendar days after receiving notice under subparagraph (d) (2);
- (f) Taking one of the following actions, within thirty (30) calendar days after receiving notice under subparagraph (d) (2), with respect to any employee who is convicted:
 - (1) Taking appropriate personnel action against such employees, up to and including termination; or
 - (2) Requiring such employee to participate satisfactorily in an approved drug abuse assistance or rehabilitation program; and,

BE IT FURTHER RESOLVED that no person shall, on the grounds of race, color, national origin, age, sex, religion or handicap be excluded from participation in or be subjected to discrimination in any activity funded in whole or in part by the State of New Jersey.

I hereby certify that the foregoing Resolution was duly adopted by the Board of Commissioners of the City of Bordentown at a regular meeting conducted on the 10th day of January 2022.

Grace I. Archer, RMC
City Clerk

NOTICE

CITY OF BORDENTOWN

PURSUANT TO THE DRUG FREE WORKPLACE ACT

Notice is hereby given that in accordance with the Drug Free Workplace Act, the City of Bordentown as a participant in the Municipal Alliance Program has notified its employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and that disciplinary action will be taken against employees for violation of this prohibition.

Grace I. Archer, RMC
City Clerk