

CLEMENTON HOUSING AUTHORITY
RESOLUTION NO. HA 13-01
AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Clementon Housing Authority to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Clementon Housing Authority has determined that 1 (insert number) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on 1/16, 2013 at _____ P.M, and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which **the number** of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court

shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(2) Any matter in which the release of information would impair a right to receive funds

from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to

admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the Board and _____

"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are

_____ and
nature of the discussion, described as specifically as possible without undermining the
need for confidentiality is

_____;

"(8) Any matter involving the employment, appointment, termination of
employment, terms and conditions of employment, evaluation of the
performance, promotion or disciplining of any specific prospective public
officer or employee or current public officer or employee employed or
appointed by the public body, unless all individual employees or appointees whose
rights could be adversely affected request in writing that such matter or matters be
discussed at a public meeting." Subject to the balancing of the public's interest and
the employee's privacy rights under South Jersey Publishing Co. v. New Jersey
Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion,
described as specifically as possible without undermining the need for confidentiality
are discussed revision of personnel policy
see attached

"(9) Any deliberation of a public body occurring after a public hearing that may
result in the imposition of a specific civil penalty upon the responding party or the
suspension or loss of a license or permit belonging to the responding party as a
result of an act of omission for which the responding party bears responsibility."
The nature of the matter, described as specifically as possible without undermining
the need for confidentiality is

_____;

WHEREAS, the length of the Executive Session is estimated to be _____ minutes after which
the public meeting of the Board shall (circle one) reconvene and immediately adjourn or
reconvene and proceed with business.

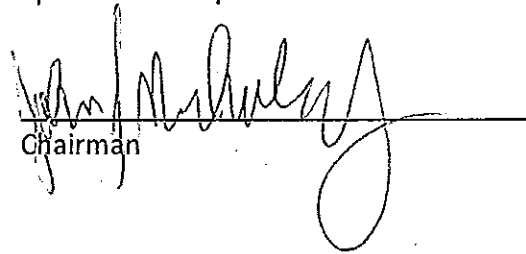
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into
Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Authority hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet if necessary)

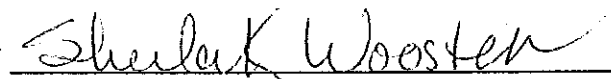
Subject of Discussion	Estimated Date	Necessary Occurrence

BE IT FURTHER RESOLVED that the Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.


Chairman

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE CLEMENTON HOUSING AUTHORITY AT ITS PUBLIC MEETING HELD ON 1/16 2013.


Sheila K. Wooster, Secretary

CLEMENTON HOUSING AUTHORITY
RESOLUTION NO. 13-02
AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Clementon Housing Authority to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Clementon Housing Authority has determined that 4 (insert number) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on 2/20, 2013 at 4:30 P.M, and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to _____

admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the Board and _____

_____;

"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are

_____ and
nature of the discussion, described as specifically as possible without undermining the
need for confidentiality is

_____;

4

"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are: ① accepted resignation of Brenda Piot Discussed during thru intergovernmental agreement. ② discussed in re: Solisider's pending appt to Tadoeship ③ Discussed specific health options benefits to be added to personnel policy ④ Discussed removal of ethics currently in draft and add ethics currently in Housing Law

"(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

WHEREAS, the length of the Executive Session is estimated to be _____ minutes after which the public meeting of the Board shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

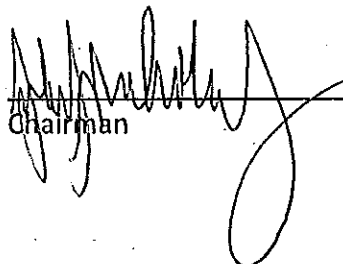
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Authority hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet if necessary)

Subject of Discussion	Estimated Date	Necessary Occurrence

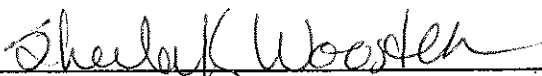
BE IT FURTHER RESOLVED that the Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.



 Chairman

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE CLEMENTON HOUSING AUTHORITY AT ITS PUBLIC MEETING HELD ON 2/20 2013.



 Sheila K. Wooster, Secretary

CLEMENTON HOUSING AUTHORITY
RESOLUTION NO. 13-03
AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Clementon Housing Authority to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Clementon Housing Authority has determined that 2 (insert number) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on 3/20, 2013 at 5:05 P.M, and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court

shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(2) Any matter in which the release of information would impair a right to receive funds

from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to

admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

discussed sick/vacation pay dis. retiree
discussed how many hrs constitute full time
discussion of by-laws was tabled

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the Board and _____

_____;

"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are

_____ and
nature of the discussion, described as specifically as possible without undermining the
need for confidentiality is

_____;



“(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” Subject to the balancing of the public’s interest and the employee’s privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are _____

_____;



“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

WHEREAS, the length of the Executive Session is estimated to be _____ minutes after which the public meeting of the Board shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

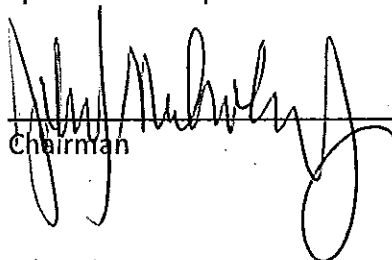
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Authority hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet if necessary)

Subject of Discussion	Estimated Date	Necessary Occurrence

BE IT FURTHER RESOLVED that the Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.



 Chairman

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE CLEMENTON HOUSING AUTHORITY AT ITS PUBLIC MEETING HELD ON 3/20 2013.



 Sheila K. Wooster, Secretary

2013

HA-13-04

CLEMENTON HOUSING AUTHORITY BUDGET RESOLUTION

FISCAL YEAR: FROM July 1, 2013 TO June 30, 2014

WHEREAS, the Annual Budget and Capital Budget for the Clementon Housing Authority for the fiscal year beginning July 1, 2013 and ending June 30, 2014 has been presented before the Members of the Clementon Housing Authority at its open public meeting of April 24, 2013; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 893,155; Total Appropriations, including any Accumulated Deficit if any, of \$ 880,528 and Total Fund Balance utilized of \$ 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 59,257 and Total Fund Balance planned to be utilized as funding thereof, of \$ 0; and

WHEREAS, the schedule of rents, fees and other user charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the Members of the Clementon Housing Authority, at an open public meeting held on April 24, 2013 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Clementon Housing Authority for the fiscal year beginning July 1, 2013 and ending June 30, 2014 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Clementon Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on June 19, 2013.

Shirley K. Wooster
(Secretary's signature)

4/24/13
(date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
John Nicholson	X			
Jeffrey Watson	X			
Patricia Porter	X			
Joseph Casella	X			
John Schmidt		X		

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 10/31/2009)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Clementon Housing Authority PHA Code: NJ 073

PHA Fiscal Year Beginning: July 1, 2013 Board Resolution Number: HA-13-05

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

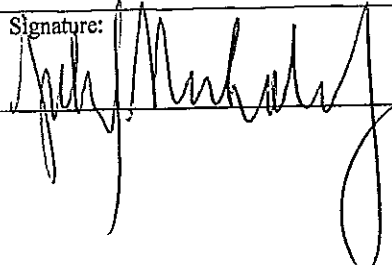
- | | <u>DATE</u> |
|---|-------------------|
| <input checked="" type="checkbox"/> Operating Budget approved by Board resolution on: | <u>04/24/2013</u> |
| <input type="checkbox"/> Operating Budget submitted to HUD, if applicable, on: | _____ |
| <input type="checkbox"/> Operating Budget revision approved by Board resolution on: | _____ |
| <input type="checkbox"/> Operating Budget revision submitted to HUD, if applicable, on: | _____ |

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: <u>John J. Nicholson, Jr.</u>	Signature: 	Date: <u>04/24/2013</u>
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**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
TRANSMITTAL FORM**

**LOCAL AUTHORITIES
BOARD RESOLUTION**

HA 13-06

**PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD**

NOW, THEREFORE BE IT RESOLVED, that the governing body of Housing Authority of the Borough of Clementon hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended June 30, 2012 and specifically has reviewed the sections of the audit report entitled "Audit Findings" and "Recommendations" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON

4/24/13

Shulak Wooster

Secretary

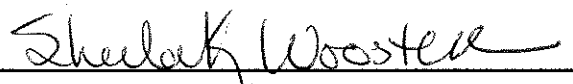
4/24/13

Date

**RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE BOROUGH OF CLEMENTON CERTIFYING
COMMISSIONERS AND EXECUTIVE DIRECTOR COMPLIANCE WITH
APPOINTMENT AND TRAINING REQUIREMENTS**

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Borough of Clementon does hereby approve the attached certification of compliance regarding appointment and training requirements of the Authority's Commissioners and Executive Director; and

BE IT FURTHER RESOLVED, that copy of this resolution with the attachment hereto be forwarded to the State of New Jersey Department of Community Affairs Integrity Compliance Unit.



Sheila K Wooster, PHM
Executive Director/Secretary

Adpoted: May 15, 2013

Housing Authority of the Borough of Clementon Annual Compliance
Certification Regarding Appointment and Training Requirements for
Commissioners and Executive Director

The undersigned, Sheila K Wooster, PHM, duly appointed Executive Director of the Housing Authority of the Borough of Clementon, does hereby certify as follows regarding appointment source, appointment term and training status of the Commissioners and Executive Director of the Housing Authority of the Borough of Clementon:

Name	position	Source of appt	Training compliance status	Five year term status	Written contract
Sheila K Wooster	Executive Director	Board of Commissioners	Completed 11 courses	N/A	Compensated without contract
Joseph Casella	Commissioner	Council	Completed 5 courses	6/30/2015	N/A
John Nicholson	Commissioner Chairperson	Council	Completed 5 courses	6/30/2014	N/A
Patricia Porter	Commissioner	Council	Completed 5 courses	6/30/2017	N/A
John Schmidt	Commissioner	Mayor	Completed 4 courses, took 5 th course 5/11/13	6/30/2016	N/A
Jeffrey Watson	Commissioner Vice-Chairman	Governor	Completed 5 courses	6/30/2013	N/A
Lia Cater	Commissioner	Council	Just appointed May 2013	6/30/2013	N/A

Signature: Sheila K Wooster Date: 5/20/13
 Sheila K Wooster
 Executive Director

RESOLUTION OF THE CLEMENTON HOUSING AUTHORITY AUTHORIZING
ITSELF TO BE THE APPOINTING AUTHORITY FOR ITS EMPLOYEES

Resolution No. 2013-18


Board Meeting Date: November 20, 2013

Dated Adopted: November 20, 2013


WHEREAS, the Housing Authority of Borough of Clementon ("Housing Authority"), a public entity organized and existing pursuant to Title 24 of the Code of Federal Regulations, the Department of Housing and Urban Development (HUD), and the laws of the State of New Jersey desires to name an appointing authority for all or any portion of the employees of the Housing Authority.

WHEREAS, the Board of Commissioners has found that it is in the best interest of the Housing Authority and its goal of providing quality, affordable housing to low-income seniors to appoint itself as appointing authority for all or any portion of the employees of the Housing Authority;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Borough of Clementon hereby approves and authorizes the appointment of itself as the appointing authority for all or any portion of the employees of the Housing Authority.



Jack Nicholson, Chairperson
Clementon Housing Authority



Sheila Wooster, Secretary
Clementon Housing Authority

RESOLUTION 2013-09

**A RESOLUTION APPROVING SUBMISSION OF THE 2013 CAPITAL
FUND AMENDMENT AND SUPPORTING ANNUAL STATEMENT**

WHEREAS, the Department of Housing and Urban Development announced its 2013 Capital Fund Grant formula amounts;

WHEREAS, the Clementon Housing Authority has received a Capital Fund Program (CFP) Amendment in the amount of \$52,946 For Fiscal Year 2013, referred to as Capital Fund Grant Number NJ039P07350113;

WHEREAS, in order to receive these funds, the Housing Authority must execute the Amendment and submit an Annual Statement for the use of these funds to the Department of Housing and Urban Development;

THEREFORE, BE IT RESOLVED, that the Clementon Housing Authority Board of Commissioners has approved the Annual Statement, Form HUD 50075.1, for the 2013 Capital Fund Program. The Board hereby directs the Executive Director to sign and date the Amendments and the Annual Statement for submission to the Department of Housing and Urban Development.

CLEMENTON HOUSING AUTHORITY

Dated 10/16/13

By Jeffrey Watson
Jeffrey Watson, Vice-Chairman

(SEAL)

Attest:

Sheila K Wooster
Sheila K Wooster, Executive Director

CLEMENTON HOUSING AUTHORITY
RESOLUTION NO. 10
AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Clementon Housing Authority to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Clementon Housing Authority has determined that 1 (insert number) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on 10/14, 2013 at 4:15 P.M, and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to

admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the Board and _____

_____;

"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are

_____ and
nature of the discussion, described as specifically as possible without undermining the
need for confidentiality is

_____;



"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are discussed. ED candidate info provided by selection committee

_____;



"(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

WHEREAS, the length of the Executive Session is estimated to be 15 minutes after which the public meeting of the Board shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

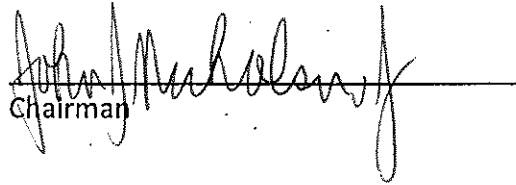
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Authority hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet if necessary)

Subject of Discussion	Estimated Date	Necessary Occurrence

BE IT FURTHER RESOLVED that the Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.



 Chairman

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE CLEMENTON HOUSING AUTHORITY AT ITS PUBLIC MEETING HELD ON 10/10 2013.



 Sheila K. Wooster, Secretary

CLEMENTON HOUSING AUTHORITY
RESOLUTION NO. 11
AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Clementon Housing Authority to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Clementon Housing Authority has determined that 1 (insert number) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on 10/14, 2013 at 5:12 P.M, and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to

admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the Board and _____

_____;

"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are

_____ and
nature of the discussion, described as specifically as possible without undermining the
need for confidentiality is

_____;

"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are discussed approving candidate

_____;

"(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

_____;

WHEREAS, the length of the Executive Session is estimated to be 5 minutes after which the public meeting of the Board shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

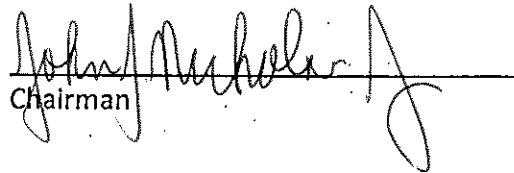
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Authority hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet if necessary)

Subject of Discussion	Estimated Date	Necessary Occurrence

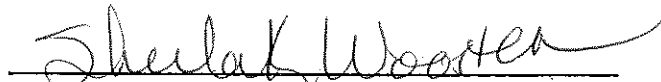
BE IT FURTHER RESOLVED that the Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.



 Chairman

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE CLEMENTON HOUSING AUTHORITY AT ITS PUBLIC MEETING HELD ON 10/16 2013.



 Sheila K. Wooster, Secretary

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~~14-12~~ *Wgt.*
RESOLUTION HA

WRITE-OFF UNCOLLECTABLE RENT-APARTMENT 804

WHEREAS, it has been determined that said rent is uncollectable,
WHEREAS, said tenant, Leonard Elkan, resided in Apartment 804, and
WHEREAS, said tenant is now deceased and it has been determined to write-off the following balance from the Housing Authority's Books of Account:

Apartment 804 Leonard Elkan-October 2013 \$218.00, November 2013 \$51.00 (pro-rated 7 days)

Total Uncollectable Rent	\$269.00
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BE IT RESOLVED, by the Housing Authority of the Borough of Clementon that the total amount of \$269.00 for the months of October and November (pro-rated 7 days) 2013 be and is hereby removed from the Tenant's Accounts Receivable books.

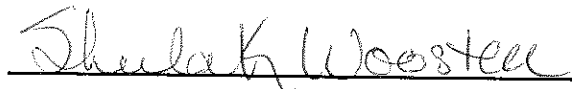
ADOPTED: 12/18/13



CHAIRPERSON

CERTIFICATION

I, Sheila K. Wooster, being the duly appointed, qualified, and acting Secretary of the Housing Authority of the Borough of Clementon do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Housing Authority of the Borough of Clementon, County of Camden, State of New Jersey, at a meeting held on the 18th day of December, ~~2010~~₂₀₁₃ in Clementon, New Jersey.



Sheila K. Wooster
Secretary

SEAL