

2015 Resolutions

Housing Authority of the Borough of Clementon
RESOLUTION HA15-01

A RESOLUTION APPROVING A BUDGET REVISION TO THE 2014 CAPITAL FUND
PROGRAM ANNUAL STATEMENT (HUD 50075.1)

WHEREAS, the Board of Commissioners of the Clementon Housing Authority (CHA) adopted Resolution HA14-03 to approve the Capital Fund Program (CFP) For Fiscal Year 2014 in the amount of \$54,940, for submission to the Department of Housing and Urban Development;

WHEREAS, there is a need to revise the CFP Budget to cover the cost of replacing the roof-mounted heating unit based on the recommendations of the CHA Maintenance Supervisor and PHM Engineering;

WHEREAS, the Executive Director of the CHA has attested that such a revision is necessary to provide heat in all common areas for the well-being of the residents of Wooster Towers;

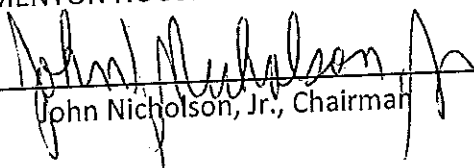
NOW THEREFORE, BE IT RESOLVED, that the Clementon Housing Authority Board of Commissioners here by approves the amendment, dated February 4, 2015, to the Capital Fund Program Annual Statement, Form HUD 50075.1;

The Board hereby directs the Executive Director to sign and date three (3) ACC Amendments and the Annual Statement for submission to the Department of Housing and Urban Development.

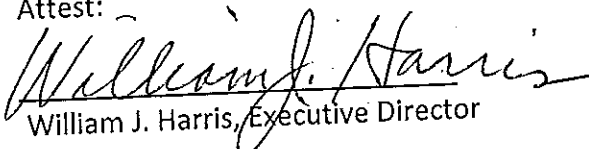
Dated: March 11, 2015

CLEMENTON HOUSING AUTHORITY

By


John Nicholson, Jr., Chairman

Attest:


William J. Harris, Executive Director

(SEAL)

RESOLUTION HA15-02
Amendments to By-Laws and Personnel Policy

WHEREAS, the Board of Commissioners of the Housing Authority of the Borough has changed the date and time of its regular monthly meeting and is desirous of providing more flexibility in scheduling the Annual Reorganization meeting of the of Board of Commissioners;

WHEREAS, the Board of Commissioners of the Housing Authority of the Borough reviewed the Personnel Policy at its February 4, 2015 meeting and considered certain changes to said Policy;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the By-Laws are amended as follows:

1. that Article IV -- Section 1 be amended to change the Annual Reorganization Meeting to be held within the first fourteen (14) days of the month of July, but as close to July 1st as feasibly possible;
2. that Article IV -- Section 2 be amended to change the regularly monthly meeting day and time to the first Wednesday of the month at 6 PM.

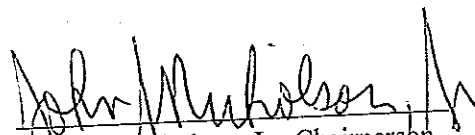
BE IT FURTHER RESOLVED that the following revisions be made to the respective pages of the Personnel Policy:

Page 5 -- (B) In the event an employee is transferred, demoted, suspended or terminated due to disciplinary action as outlined in the Grievance Policy and Standard Code of Conduct Policy the final decision to affect employment or termination shall be vested in the Executive Director with consultation of the Solicitor.

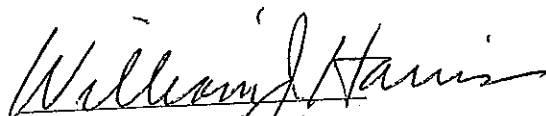
Page 16 -- (Working Hours) Overtime work shall be avoided, but in the event it is required, it shall be approved by the Executive Director. For work in excess of 40 hours per week, the Authority shall pay the employee at the rate of time and one-half for such overtime employment or provide for commensurate time off.

Page 28 -- (Employment Procedure) The power to hire temporary employees falls to the sole discretion of the Executive Director, with proper consultation of the Solicitor.

ADOPTED: March 11, 2015


John J. Nicholson, Jr., Chairperson

ATTEST:


William J. Harris, Secretary

Housing Authority of the Borough of Clementon
RESOLUTION HA15-03

**A RESOLUTION APPROVING SUBMISSION OF THE 2015 CAPITAL FUND
AMENDMENT AND SUPPORTING ANNUAL STATEMENT (HUD 50075.1)**

WHEREAS, the Department of Housing and Urban Development (HUD) announced its 2015 Capital Fund Grant formula amounts;

WHEREAS, the Clementon Housing Authority has received a Capital Fund Program (CFP) Amendment in the amount of \$54,326 For Fiscal Year 2015;

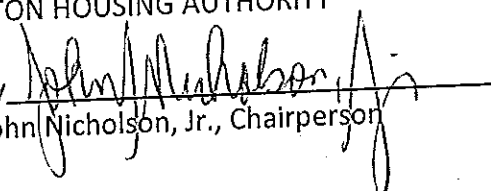
WHEREAS, in order to receive these funds, the Housing Authority must execute the Amendment and submit an Annual Statement for the use of these funds to HUD no later than March 16, 2015;

NOW THEREFORE, BE IT RESOLVED, that the Clementon Housing Authority Board of Commissioners has approved the Annual Statement, Form HUD 50075.1, for the 2015 Capital Fund Program;

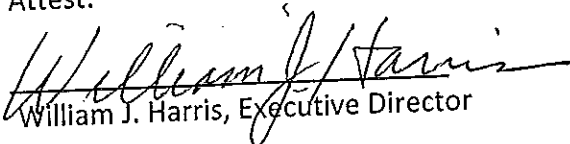
The Board hereby directs the Executive Director to sign and date three (3) ACC Amendments and the Annual Statement for submission to HUD.

CLEMENTON HOUSING AUTHORITY

Dated: March 11, 2015

By 
John Nicholson, Jr., Chairperson

Attest:


William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA15-04

***A RESOLUTION APPROVING NEWSPAPERS FOR
LEGAL ADVERTISMENTS AND PUBLIC NOTICES***

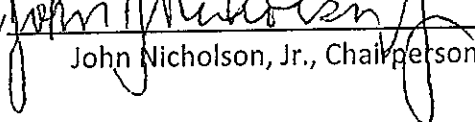
WHEREAS, the Clementon Housing Authority is required to send legal and public notices to newspapers of record in the State of New Jersey as per the Open Public Meetings Act;

NOW THEREFORE, BE IT RESOLVED, that the Clementon Housing Authority Board of Commissioners has designated the following newspapers to receive such notices and advertisements:

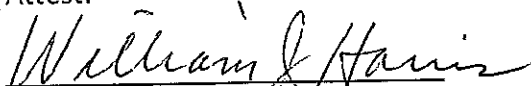
Courier Post
South Jersey Times
Central Record

CLEMENTON HOUSING AUTHORITY

Dated: April 1, 2015

By: 
John Nicholson, Jr., Chairperson

Attest:


William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA15-05

RESOLUTION REQUESTING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FROM THE BOROUGH OF CLEMENTON

Whereas, the Clementon Housing Authority (CHA) is facing difficult financial times;

Whereas, the CHA's surplus fund has declined in the past few years due to reductions in HUD's Operating and Capital Fund Program subsidies;

Whereas, the CHA needs to maintain enough of a surplus to address an emergencies;

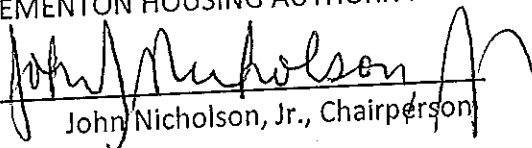
Whereas, the CHA has to look for other means and avenues of funding;

Whereas, the Borough Council has been willing to discuss ways it could assist the CHA in possibly securing Community Development Block Grant (CDBG) and other funding to allow the CHA to best serve the residents of the Wooster Towers;


Now, Therefore, Be It Resolved by the Commissioners of the CHA to request that the Borough of Clementon provide its support and any possible financial assistance in helping the CHA carry out its mission.

Dated: April 1, 2015

CLEMENTON HOUSING AUTHORITY

BY 
John Nicholson, Jr., Chairperson

Attest:


William J. Harris, Executive Director

(SEAL)

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

Resolution No. 2015-06

Board Meeting Date: April 1, 2015 Dated Adopted: _____, 2015

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.

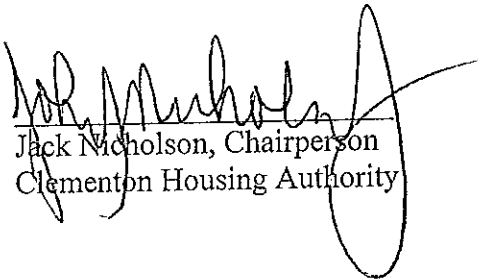
WHEREAS, the Board of Commissioners has found that it is in the best interest of the Housing Authority and its goal of providing quality, affordable housing to low-income seniors to appoint itself as appointing authority for all or any portion of the full time employees of the Housing Authority;

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 the Executive Director as appointing authority (with proper consultation of the Solicitor) for all or any portion of the part time employees of the Housing Authority;

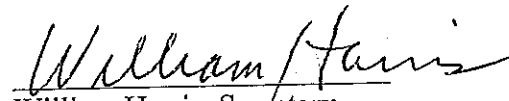
WHEREAS, the Board of Commissioners has found that it is in the best interest of the Housing Authority and its goal of providing quality, affordable housing to low-income seniors to appoint the Executive Director as the proper authority (in consultation with the Solicitor) for terminating, disciplining, demoting, promoting, suspending or transferring of 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 full time

employees of the Housing Authority and the appointing authority of all or any portion of the part time employees of the Housing Authority to the Executive Director. The Executive Director shall also have the authority (in consultation with the Solicitor) for terminating, disciplining, demoting, promoting, suspending or transferring of all or any portion of the employees of the Housing Authority.



Jack Nicholson, Chairperson
Clementon Housing Authority



William Harris, Secretary
Clementon Housing Authority

Housing Authority of the Borough of Clementon
RESOLUTION HA15-07
May 6, 2015

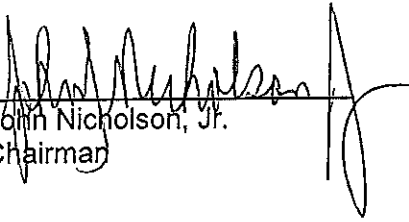
**A RESOLUTION APPROVING SUBMISSION OF THE FIVE-YEAR
AGENCY PLAN FOR FY2015-2019**

The Board of Commissioners of the Clementon Housing Authority hereby approves the Five-Year/Annual Agency Plan for Fiscal Years July 1, 2015 – July 1, 2019. This includes the following documents:

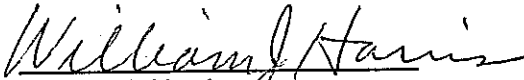
- PHA Five-Year/Annual Agency Plan Template and all attachments
- Five-Year CFP Action Plan for Fiscal Years 2015 through 2019
- Annual Statement for FY 2015 CFP – Projected Budget

Clementon Housing Authority

By:


John Nicholson, Jr.
Chairman

ATTEST:


William J. Harris
Executive Director/Secretary

(SEAL)

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, 2015 Board Resolution Number: HA15-08

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):

DATE

- Operating Budget approved by Board resolution on: 05/06/2015
- Operating Budget submitted to HUD, if applicable, on: _____
- Operating Budget revision approved by Board resolution on: _____
- 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: <u>John J. Nicholson, Jr</u>	Date: <u>05/06/2015</u>
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RESOLUTION HA15-09

Replacement of Existing Make-Up Air Unit Project

WHEREAS, there is a need to replace the roof-mounted make up air/common area heater which is not functioning and can not be repaired in the opinion of the Maintenance Supervisor;

WHEREAS, the CHA retained the services of PHM Associates, professional engineers registered in the State of New Jersey, to prepare specifications for obtaining bids from qualified contractors for the replacement of the defective equipment;

WHEREAS, the CHA advertised for bids from qualified contractors on March 15, 2015, in the *Courier Post*, in various construction journals and on the CHA's website for this project entitled "Exterior Construction Joint Sealant Replacement Project;"

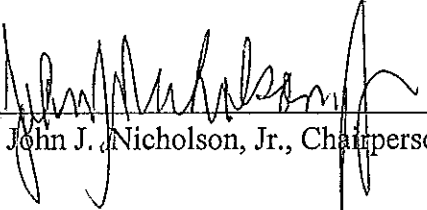
WHEREAS, three contractors purchased bid packages and one firm submitted a bid for this project;

WHEREAS, Air Control Technology, Inc., submitted the low bid of \$59,000;

WHEREAS, PHM Associates and the Solicitor of the CHA have determined that Air Control Technology, Inc., is capable and qualified to perform such work;

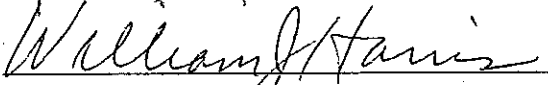
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the Executive Director is hereby authorized to sign a contract with Air Control Technology, Inc., to complete all work as stated in the documents covering the "Replacement of Existing Make-Up Air Unit Project."

ADOPTED: May 6, 2015



John J. Nicholson, Jr., Chairperson

ATTEST:



William J. Harris, Secretary

Resolution HA15-10
Amending Travel Section of Personnel Policy

WHEREAS, the Board of Commissioners of the Housing Authority of the Borough of Clementon (the "Board") discussed the point of origin as it relates to travel expenses by Commissioners at the regular meeting of April 1, 2015;

WHEREAS, the Board agreed that the point of origin would be the address listed on the Commissioner's driver's license;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the By-Laws are amended as follows:

That all travel reimbursement requests submitted by a Commissioner for approved CHA travel be listed as the Commissioner's address as stated above.

ADOPTED: May 6, 2015



John J. Nicholson, Jr., Chairperson

ATTEST:



William J. Harris, Secretary

(TABLED)

RESOLUTION HA15-11
AUTHORIZING CHANGE IN EXECUTIVE DIRECTOR'S
HOURS AND COMPENSTION

WHEREAS, the Board of Commissioners of the Housing Authority of the Borough of Clementon (CHA) has found that it is in the best interest of the CHA to change the hours of the Executive Director and his compensation;

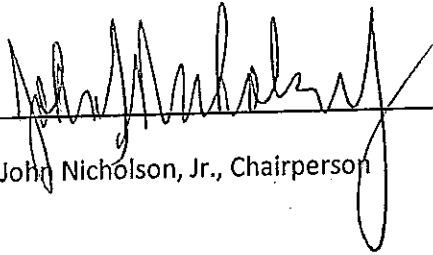
WHEREAS, the Executive Director of the CHA is in agreement with this change in hours and compensation;

NOW THEREFORE, BE IT RESOBLVED THAT the Executive Director's work hours are changed from a five-day to a four-day work week and his annual compensation shall be reduced from \$65,000 to \$52,000, effective May 9, 2015.

CLEMENTON HOUSING AUTHORITY

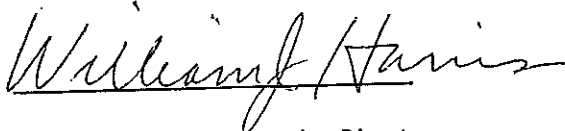
Dated: May 6, 2015

By



John Nicholson, Jr., Chairperson

Attest:



William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA15-11

RESOLUTION AUTHORIZATING AN APPLICATION FOR A NEW JERSEY BOARD OF
PUBLIC UTILITIES DIRECT INSTALL PROGRAM GRANT

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is desirous of reducing energy costs and CO2 emissions at Wooster Towers;

Whereas, the New Jersey Board of Public Utilities offers 70%/30% matching grants to government agencies for heating, lighting and cooling system improvements which reduce energy consumption and enhance environmental quality through its Direct Install Program;

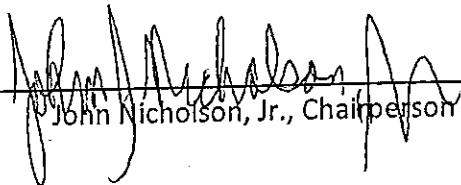
Whereas, the Executive Director of the CHA has recommended that obtaining a Direct Install Program grant will provide a financial and environmental benefit to the operation of Wooster Towers;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that the Executive Director is authorized to file a Direct Install Program grant application on or before June 30, 2015.

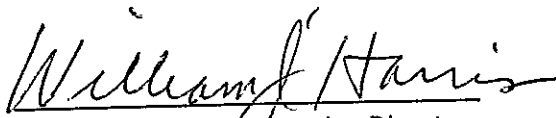
CLEMENTON HOUSING AUTHORITY

Dated: June 3, 2015

By


John Nicholson, Jr., Chairperson

Attest:


William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA15-13

RESOLUTION APPOINTING BECKMAN, OGOZALEK, PAGLIONE & LONDAR AS
SOLICITOR FOR THE FY2015 YEAR (JULY 1, 2015, THROUGH JUNE 30, 2016)

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is desirous of a hiring a solicitor to provide legal services to the CHA for the period July 1, 2015, through June 30, 2016;

Whereas, the CHA advertised for proposals from law firms in the Courier Post on April 15, 2015;

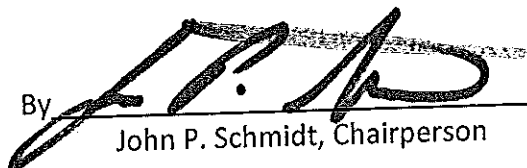
Whereas, the law firm of Beckman, Ogozalek Paglione & Londar submitted a proposal to provide legal services which satisfactorily addressed the selection criteria listed in the above-referenced advertisement;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that the Executive Director is authorized to execute a contract for legal services with the law firm of Beckman, Ogozalek Paglione & Londar for the period July 1, 2015, through June 30, 2016.

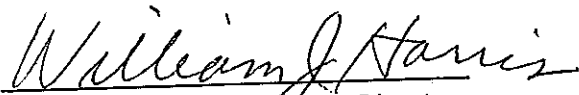
CLEMENTON HOUSING AUTHORITY

Dated: July 1, 2015

By


John P. Schmidt, Chairperson

Attest:


William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA15-14

RESOLUTION APPOINTING JOSEPH KAVANAUGH, CPA, AS FEE ACCOUNTANT
FOR THE FY2015 YEAR, BEGINNING JULY 1, 2015, THROUGH JUNE 30, 2016

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is desirous of a hiring a Fee Accountant to provide accounting services to the CHA for the period July 1, 2015, through June 30, 2016;

Whereas, the CHA advertised for proposals from accounting firms in the Courier Post on April 15, 2015;

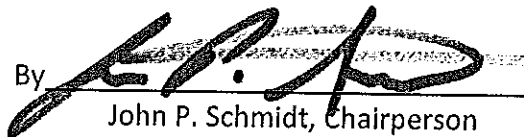
Whereas, the accounting firm of Joseph Kavanaugh, CPA, submitted a proposal to provide accounting services which satisfactorily addressed the selection criteria listed in the above-referenced advertisement and received the highest evaluation score of all responders;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that the Executive Director is authorized to execute a contract for Fee Accounting services with Joseph Kavanaugh, CPA for the period July 1, 2015, through June 30, 2016.

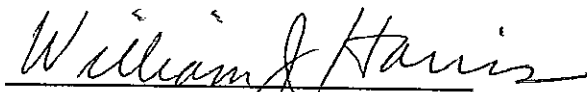
CLEMENTON HOUSING AUTHORITY

Dated: July 1, 2015

By


John P. Schmidt, Chairperson

Attest:


William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA15-15

RESOLUTION APPOINTING HYMANSON, PARNES & GIAMPAOLO, CPA, AS
AUDITOR FOR THE FY2015 YEAR, BEGINNING JULY 1, 2015, THROUGH JUNE 30, 2016

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is desirous of a hiring an Auditor to provide auditing services to the CHA for the period July 1, 2015, through June 30, 2016;

Whereas, the CHA advertised for proposals from auditing firms in the Courier Post on April 15, 2015;

Whereas, the auditing firm of Hymanson, Parnes & Giampaolo, CPA, submitted a proposal to provide auditing services which satisfactorily addressed the selection criteria listed in the above-referenced advertisement and received the highest evaluation score of all responders;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that the Executive Director is authorized to execute a contract for auditing services with Hymanson, Parnes & Giampaolo, CPA for the period July 1, 2015, through June 30, 2016.

CLEMENTON HOUSING AUTHORITY

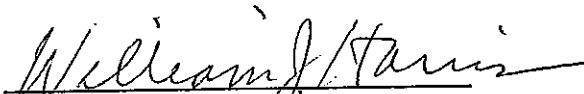
Dated: July 9, 2015

By



John P. Schmidt, Chairperson

Attest:


William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA15-16

RESOLUTION DESIGNATING BANK DEPOSITORIES FOR THE FY2015 YEAR
(JULY 1, 2015, THROUGH JUNE 30, 2016)

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is required to annually designate one or more banks to conduct its business;

Whereas, the Executive Director has recommended that the CHA continue to utilize TD Bank for its Public Housing and Sections 8 Programs plus Santander Bank to administer its Tenant Security Deposits account;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that TD Bank and Santander Bank are the designated depositories for the period July 1, 2015, through June 30, 2016.

CLEMENTON HOUSING AUTHORITY

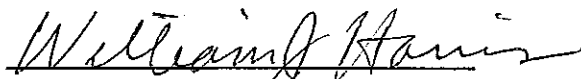
Dated: July 1, 2015

By



John P. Schmidt, Chairperson

Attest:



William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA15-17

RESOLUTION DESIGNATING CERTAIN NEWSPAPERS AS LEGAL ADVERTISERS
IN ACCORDANCE WITH THE
NEW JERSEY OPEN PUBLIC MEETINGS ACT (NJSA 10: 4-6)
FOR THE FY2015 YEAR (JULY 1, 2015, THROUGH JUNE 30, 2016)

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is required to annually designate two or more newspapers to advertise regular and special meetings of the CHA in accordance with the N.J. Open Public Meetings Act (NJSA 10:4-6);

Whereas, the Executive Director has recommended that the CHA continue to utilize the *Courier Post*, *South Jersey Times* and *Central Record* to advertise or to receive notices of regular and special meetings of the CHA;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that the *Courier Post*, *South Jersey Times* and *Central Record* are the designated legal advertisers for the period July 1, 2015, through June 30, 2016.

CLEMENTON HOUSING AUTHORITY

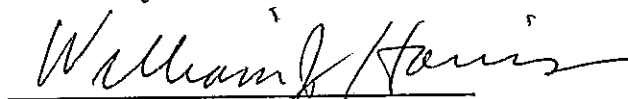
Dated: July 1, 2015

By



John P. Schmidt, Chairperson

Attest:



William J. Harris, Executive Director

(SEAL)

2015 ADOPTED BUDGET RESOLUTION (HA15-18) CLEMANTON HOUSING AUTHORITY

FISCAL YEAR: FROM: July 1, 2015 TO: June 30, 2016

WHEREAS, the Annual Budget and Capital Budget/Program for the Clementon Housing Authority for the fiscal year beginning July 1, 2015 and ending, June 30, 2016 has been presented for adoption before the governing body of the Clementon Housing Authority at its open public meeting of August 5, 2015; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$937,079, Total Appropriations, including any Accumulated Deficit, if any, of \$919,100 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$54,326 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Clementon Housing Authority, at an open public meeting held on August 5, 2015 that the Annual Budget and Capital Budget/Program of the Clementon Housing Authority for the fiscal year beginning, July 1, 2015 and, ending, June 30, 2016 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

William Harris
(Secretary's Signature)

August 5, 2015
(Date)

Governing Body

Recorded Vote

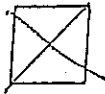
Member:	Aye	Nay	Abstain	Absent
Lance Armbruster				X
Joseph Casella	X			
Doreen Closs	X			
John Nicholson, Jr.	X			
Jay Watson				X
Vice Chair Lia Cater	X			
Chm. John Schmidt	X			

CLEMENTON HOUSING AUTHORITY
RESOLUTION NO. HA15-19
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 August 5, 2015 at 6 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: Section 8 Administration and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is PRICING



"(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 _____

_____;



"(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.

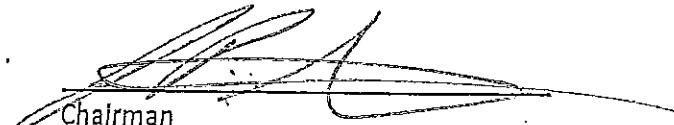
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into
Executive Session for only the above stated reasons;

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)

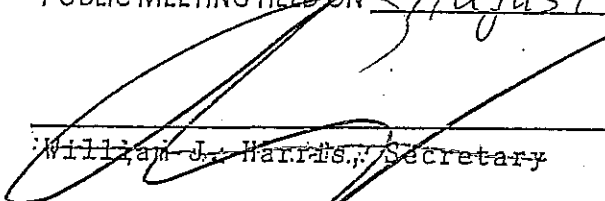
Subject of Discussion	Estimated Date	Necessary Occurrence
Shared Services Contract for Section 8 Administration	09/01/2015	

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
 John P. Schmidt

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE CLEMENTON HOUSING AUTHORITY AT ITS PUBLIC MEETING HELD ON August 5, 2015.


 William J. Harris, Secretary

Anthony H. Ogden Jr

Housing Authority of the Borough of Clementon

RESOLUTION HA15-20

RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO SIGN CHECKS FOR
FY2015 YEAR (JULY 1, 2015, THROUGH JUNE 30, 2016)

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) held a reorganization meeting on July 1, 2015, to elect a new Chairman and held a special meeting on July 9, 2015, to elect a Treasurer;

Whereas, the CHA has designated TD Bank and Santander Bank to conduct its business;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that any two of the following three officials are authorized to sign checks for the accounts held at TD Bank and Santander Bank for the period July 1, 2015, through June 30, 2016:

John P. Schmidt, Chairperson
Joseph Casella, Treasurer
William J. Harris, Executive Director

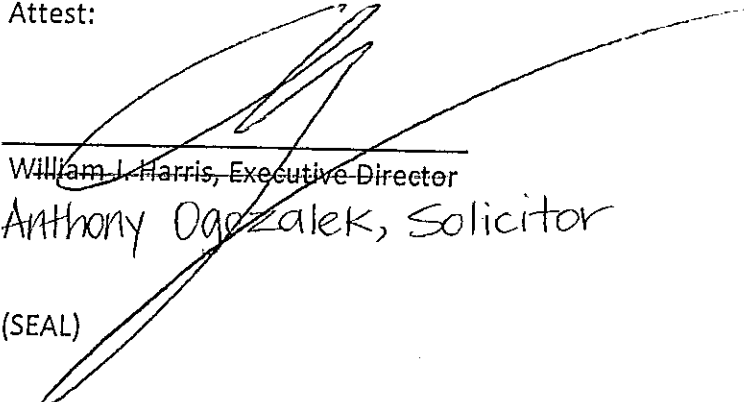
CLEMENTON HOUSING AUTHORITY

Dated: August 5, 2015

By


John P. Schmidt, Chairperson

Attest:



William J. Harris, Executive Director

Anthony Dazalek, Solicitor

(SEAL)

RESOLUTION HA15-21

Resolution Authorizing a Shared Services Agreement
By and Between
The Housing Authority of the Borough of Clementon
And
The Housing Authority of the City of Vineland

WHEREAS, the Housing Authority of the Borough of Clementon (CHA) is a public body established by the U. S. Department of Housing and Urban Development to administer a Public Housing Program; and

WHEREAS, the Housing Authority of the City of Vineland (VHA) is a public body established by the Department of Housing and Urban Development to administer a Public Housing Program; and

WHEREAS, CHA wishes to obtain assistance from the VHA in preparing elevator maintenance service bid specifications; and

WHEREAS, the VHA has a State Qualified Purchasing Agent on staff to prepare such specifications;

WHEREAS, the VHA has submitted a proposal to the CHA to prepare such services for a fee at an hourly rate of \$75.00, not to exceed a total of \$1,200; and

WHEREAS, it is in the best interests of both Authorities to share services; and

WHEREAS, said sharing of services need not be advertised or bid as the same is not subject to either federal or state procurement standards as with an intergovernmental contract.
(NJSA 40A:65)

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the Chairman and Secretary are hereby authorized to sign the attached Agreement for management services with the VHA

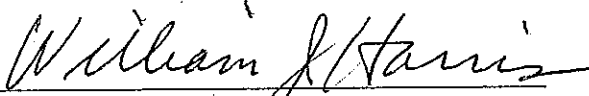
BE IT FURTHER RESOLVED that the Secretary shall forward a copy of this resolution to the Housing Authority of the City of Vineland

ADOPTED: September 3, 2015


John P. Schmidt, Chairperson

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 3rd day of September, 2015, in Clementon,
New Jersey.


William J. Harris, Secretary

RESOLUTION HA15-22

Resolution Adopting a Policy on Use of Housing Authority
Of the Borough of Clementon-owned Cellular Phones

WHEREAS, the Board of Commissioners of the Housing Authority of the Borough of Clementon (CHA) purchased cellular phones for the Chairman and staff; and

WHEREAS, the Board of Commissioners of the CHA are desirous of establishing a policy for the appropriate use of such cellular phones;

NOW THEREFORE BE IT RESSOLVED by the Board of Commissioners of the CHA that the following policy shall take effect upon the passage of this resolution:

Summary: Provides policy on use of CHA owned cellular phones

Applicability: All users of CHA provided cell phones

Background: This policy is to help ensure that cell phone use is for CHA business and serves a public purpose.

Definitions: None

Policy: CHA-provided cellular phones are intended for the routine conduct of business or for any emergency.

- 1.) CHA provided cell phones will be provided to employees and/or Commissioners at the discretion of the Executive Director and Board of Commissioners, based upon any of the below requirements:
 - a. The nature of work assigned requires substantial travel, thereby limiting the ability to use the office or other CHA phones;
 - b. Due to frequent and prolonged time out of the office, a cell phone is necessary to support CHA operations;
 - c. The nature of the work assigned requires the employees and/or Commissioners to be reasonably available outside of normal business hours; and
 - d. The nature of the work assigned may be critical to the operation of the CHA, requiring immediate response.

Phones may be reassigned temporarily to other employees and/or Commissioners on an as needed basis to be determined by the Executive Director (i.e. vacation or sick leave).

- 2.) CHA purchased plans may include multimedia or data plans. Cell phones with camera/video or audio capabilities may not be used for any non-business related purpose. Consent must be obtained from any individual being photographed.

- 3.) CHA employees and/or Commissioners that are provided a phone are expected to protect the equipment from loss, damage or theft. Upon resignation or termination of employment, or at any time upon request, the employees and/or Commissioners must produce the phone for return or inspection. Employees and/or Commissioners unable to present the phone in good working condition within the time period requested may be expected to bear the cost of a replacement.
- 4.) Employees and/or Commissioners who separate from the CHA with outstanding debts for equipment loss or unauthorized charges will be considered to have left employment on unsatisfactory terms may be subject to legal action for recovery of the loss.
- 5.) At the discretion of the CHA, the employee(s) and/or Commissioner(s) leaving the CHA in good standing, may enter into an agreement to buy out their phone.

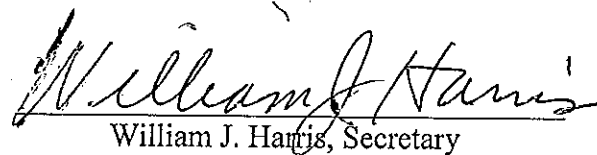
ADOPTED: September 3, 2015



John P. Schmidt, Chairperson

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 3rd day of September, 2015, in Clementon, New Jersey.



William J. Harris, Secretary

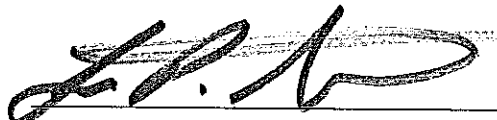
RESOLUTION HA15-23

WHEREAS, the Board of Commissioners of the Housing Authority of the Borough of Clementon (CHA) is desirous of amending the bylaws to have a more efficient way of recording votes at its monthly meetings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the CHA that Article IV, Section 8 of the bylaws is amended as follows:

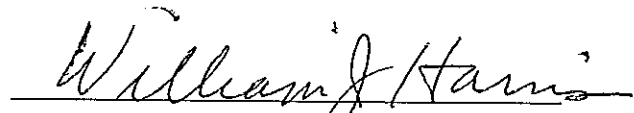
1. Delete the words after the caption entitled "Section 8. Manner of voting." beginning with "The voting on all questions coming before the Authority shall be by roll call and"
2. Insert: "Votes may be conducted by voice vote at the discretion of the Chairperson or Vice Chairperson in the absence of the Chairperson. For those matters that are required by law to be conducted by roll call vote" the yeas and nays shall be entered upon the minutes of such meeting.

ADOPTED: September 3, 2015


John P. Schmidt, Chairperson

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 3rd day of September, 2015, in Clementon, New Jersey.


William J. Harris, Secretary

CLEMENTON HOUSING AUTHORITY
RESOLUTION NO. HA15-24
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 two 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 October 7, 2015, at 6 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.

D "(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 _____

D "(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 _____

D "(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

D "(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 _____

D "(S) 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

D "(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

D "(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

Exec. Dir. Contract and
Rent Termination - Section 8
and

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

D

"(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

D

"{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 20 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
Exec. Dir. Contract	11-1-15	When concluded
Sec. 8 Termination	12-31-15	When concluded

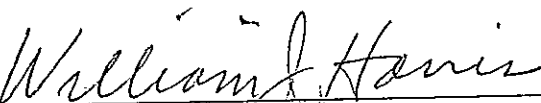
BE IT FURTHER RESOLVED that the Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately be discussed.

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 etseq.


John P. Schmidt, Chairman

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 7th day of October, 2015, in Clementon, New Jersey.


William J. Harris, Secretary

RESOLUTION HA15-25


WHEREAS, the Commissioner Lance Armbruster was appointed to the Board of Commissioners of the Housing Authority of the Borough of Clementon (CHA) on June 16, 2015;

WHEREAS Commissioner Armbruster is resigning from the Board of Commissioners, effective October 20, 2015, due to other commitments which prevent him from devoting the necessary time and energy to the position of Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the CHA that the Board accepts Commissioner Armbruster's resignation with regret;

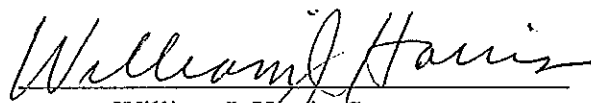
BE IT FURTHER RESOLVED that the Board of Commissioners expresses its thanks to Commissioner Armbruster for his service to the CHA and wishes him the best of luck in his future endeavors.

ADOPTED: October 29, 2015


John P. Schmidt, Chairperson
Chairman

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 29th day of October, 2015, in Clementon, New Jersey.


William J. Harris, Secretary

RESOLUTION HA15-26

A RESOLUTION OF THE CLEMENTON HOUSING AUTHORITY CREATING A POLICY AND PROCEDURES FOR AN ANNUAL CANDIDATES FORUM FOR THE RESIDENTS OF WOOSTER TOWERS

WHEREAS, the Clementon Housing Authority has determined that candidates' access to the residents of Wooster Towers is beneficial to the community and the election process, and

WHEREAS, the Authority desires to protect and maintain the unbiased nature of Wooster Towers for the public good, and

WHEREAS, the demand for the use of Wooster Towers for political purposes has grown and is anticipated to grow with the community, and

WHEREAS, the Authority desires to create a methodology to allow for residents to have the benefit of access to the candidates in one unbiased forum, and

WHEREAS, the policy provides a standard for all candidates regardless of association or platform;

NOW, THEREFORE, THE CLEMENTON HOUSING AUTHORITY, DOES RESOLVE AS FOLLOWS:

Section 1. The purpose of the Candidate Forum Program shall be to:

- A. Make Wooster Towers and its residents available to candidates who are slated to be in that year's general election held every first Tuesday in November;
- B. Provide an appropriate forum for all candidates to meet the residents, who wish to attend the events;
- C. Provide an unbiased event open to all candidates for the positions of New Jersey State Senator and below in which the jurisdiction of Wooster Towers falls.

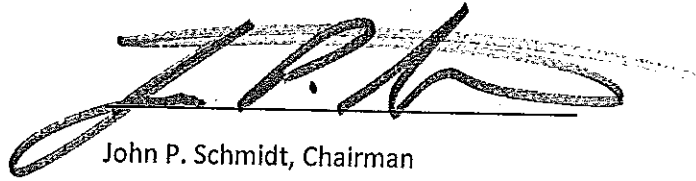
Section 2. Details

- A. Date and Time: The Candidates forum shall be held annually on the Second Saturday in October prior to the upcoming General Election in November. The forum will last two hours. Time to be scheduled accordingly each year at the convenience of the residents of Wooster Towers.
- B. Eligible Candidates: All candidates who are named on the November General Election Ballot for the office of NJ State Senator and below, whose election district includes Wooster Towers, may attend the forum. No other times or arrangements will be made. If a candidate is unable to attend, One (1) surrogate may attend in their place. Each candidate or surrogate may only bring one staffer/assistant/volunteer with them. This is due to space limitations.
- C. Tables and chairs will be provided. Candidates may bring flyers and other handouts. Position/placement of tables for the candidates will be based upon ballot location.

D. Notification: All eligible candidates will be notified of the current years date and time as soon after the primary election as possible. All notices will be sent to the candidates' address of record as noted with New Jersey ELECT filings. Notices will be a form letter and sent out via regular mail.

E. Response: Candidates must respond to the notice within the timeframe allowed in the notification. Failure to do so may result in the candidate being barred from the event.

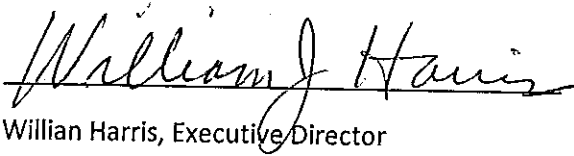
Adopted by the Clementon Housing Authority, October 29, 2015.



John P. Schmidt, Chairman

Clementon Housing Authority

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION
APPROVED BY THE CLEMENTON HOUSING AUTHORITY AT ITS
PUBLIC MEETING HELD ON OCTOBER 29, 2015.



William Harris, Executive Director
Clementon Housing Authority

RESOLUTION HA15-27

Authorizing Amendment to Admissions & Continued Occupancy

Policy on Minimum Rent

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) regulations provide for a minimum rent to be charged to public housing residents;

WHEREAS, the Housing Authority of the Borough of Clementon's Admissions & Continued Occupancy Policy at Section 10.3 currently sets the minimum rent at \$25 per month;

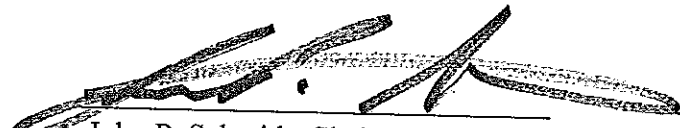
WHEREAS, increasing the minimum rent from \$25 to \$50 per month requires an amendment to the Authority's Admissions & Continued Occupancy Policy;

WHEREAS, HUD requires that the Authority provide at least 60 days notice to all public housing residents before such an increase can be implemented;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the minimum rent for public housing residents shall be increased from \$25 to \$50 per month, effective January 1, 2016;

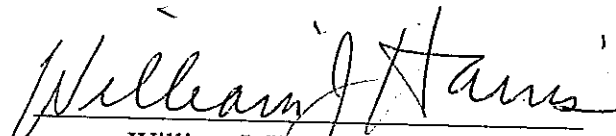
BE IT FURTHER RESOLVED that the Executive Director is hereby instructed to send written notice of this change in policy to all public housing residents no later than November 1, 2015, and to the U.S. Department of Housing and Urban Development

ADOPTED: October 29, 2015


John P. Schmidt, Chairman

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 29th day of October, 2015, in Clementon, New Jersey.


William J. Harris, Secretary

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
TRANSMITTAL FORM**

**LOCAL AUTHORITIES
BOARD RESOLUTION HA15-28**

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

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and WHEREAS, the annual audit report for the fiscal year ended **June 30, 2015** has been completed and filed with the Local Finance Board of the State of New Jersey pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the **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, 2015**, and specifically has reviewed the sections of the audit report entitled "General Comments" 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 true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION.
PASSED AT THE MEETING HELD ON December 3, 2015

RESOLUTION HA15-29

Authorizing Amendment to Admissions & Continued Occupancy
Policy on Excess Utility Charges

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) regulations at Title 24 Part 965, Section 506 (b) of the Code of Federal Regulations permits Public Housing Authorities to charge residents for excess consumption of utilities for resident-owned appliances including window air conditioners;

WHEREAS, the Housing Authority of the Borough of Clementon's (CHA) Admissions & Continued Occupancy Policy currently sets the monthly charge for excess utilities attributable to window air conditioners at \$10 per month;


WHEREAS, the Executive Director of the CHA has determined that this cost is closer to \$30 per month based on an energy calculator at the www.michaelbluejay.com website called "Saving Electricity;"

WHEREAS, it is in the financial interest of the CHA to collect additional revenue in light of increased utility costs;

NOW, THEREFORE, BE IT RESOLVED by Board of Commissioners of the CHA that the monthly excess utilities charge for window air conditioners shall be increased from \$10 to \$25 per month;

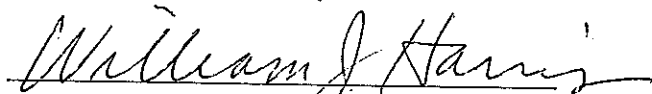
BE IT FURTHER RESOLVED by the Board of Commissioners of the CHA that the Executive Director is hereby instructed to post written notice of this change in policy for all affected residents no later than December 4, 2015, to inform them that such an increase will take effect in 30 days.

ADOPTED: December 3, 2015


John P. Schmidt, Chairman

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 3rd day of December, 2015, in Clementon, New Jersey.


William J. Harris, Secretary

RESOLUTION HA15-30

Amendment to Personnel Policy Eliminating Election Day as a Paid Holiday

WHEREAS, Election Day is listed a paid holiday in the Housing Authority of the Borough of Clementon (CHA) of the CHA Personnel Policy;

WHEREAS, the Executive Director of the CHA has recommended that Election Day no longer be defined as a paid holiday in to avoid the cost of paying employees overtime for trash disposal on the first Tuesday in November;

WHEREAS, the Executive Director of the CHA has further recommended that CHA employees can be compensated for the loss of this paid holiday with one additional personal day;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the CHA that in Chapter 6 of the CHA Personnel Policy is amended as follows:

1. Delete the words "ELECTION DAY" on page 21 under the caption entitled "**PAID HOLIDAYS POLICY**" and change the number of Personal Days from "3" to "4;"
2. Change the number of Personal Days from "three (3)" to "four (4)" under the caption entitled "**PERSONAL DAYS POLICY**" on page 22.

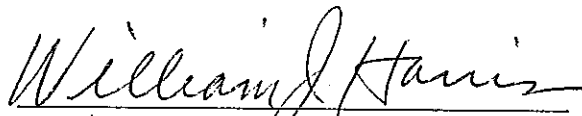
ADOPTED: December 3, 2015



John P. Schmidt, Chairperson

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 3rd day of December, 2015, in Clementon, New Jersey.



William J. Harris, Secretary

Resolution HA15-31
Amending Travel Section of Personnel Policy

WHEREAS, the Board of Commissioners of the Housing Authority of the Borough of Clementon (the "Board") discussed the point of origin as it relates to travel expenses by Commissioners at the regular meeting of April 1, 2015;

WHEREAS, the Board voted to table the adoption of this resolution at the regular Board meeting of May 6, 2015;

WHEREAS, the Board agreed that the point of origin would be the address listed on the Commissioner's driver's license;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the By-Laws are amended as follows:

That all travel reimbursement requests submitted by a Commissioner for approved CHA travel be listed as the Commissioner's address as stated above.

ADOPTED: December 3, 2015

John P. Schmidt, Chairman

ATTEST:

William J. Harris, Secretary

TABLED

CLEMENTON HOUSING AUTHORITY
RESOLUTION NO. HA15-32
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 two 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 December 3, 2015, at 6 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.

~~D~~ "(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 _____

~~D~~ "(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 _____

~~D~~ "(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

~~D~~

"(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 _____

~~D~~

"(S) 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

~~D~~

"(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

~~D~~

"(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

D

"(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

annual bonuses for CHA staff

~~D~~

"(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 20 minutes after which the public meeting of the Board shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

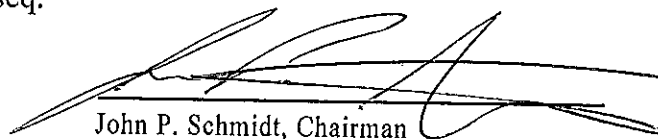
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into Executive Session for only the above stated reasons;

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
<i>employee bonuses</i>	<i>12-3-15</i>	<i>Vote on approval</i>

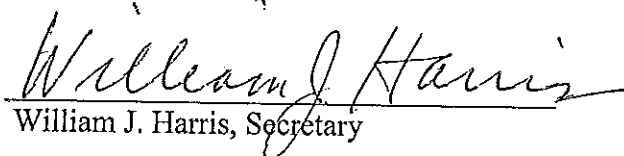
BE IT FURTHER RESOLVED that the Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately be discussed.

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 etseq.


 John P. Schmidt, Chairman

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and 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 3rd day of December, 2015, in Clementon, New Jersey.


 William J. Harris, Secretary