

RESOLUTION HA17-25  
Amendments to Personnel Policy

**WHEREAS**, the Board of Commissioners of the Housing Authority of the Borough of Clementon (CHA) reviewed the Personnel Policy at its August 2, 2017 meeting and considered certain changes to said Policy;

**NOW, THEREFORE, BE IT RESOLVED** that the following revisions be made to the respective pages of the Personnel Policy:

**Page 13-14 – POLITICAL ACTIVITY POLICY**

In accordance with the provision or purposes of the Hatch Act (Public Law 252, 76<sup>th</sup> Congress, as amended), employees shall not; (1) use their offices to influence elections or nominations, or for other political purposes; (2) solicit or receive political contributions from other employees or from project occupants; (3) solicit or receive political contributions on the premises of the Authority; (4) require or advise other employees or project occupants to make political contributions; (5) be candidates for election to public office or take an active part in political campaigns (except in nonpartisan elections) or be active in political management; (6) use political influence in connection with their employment status. Employee shall be free to vote as they choose and to express their opinion on all political subjects and candidates.

Is changed to read:

**POLITICAL ACTIVITY POLICY**

Employees are prohibited from engaging in political activity during the performance of their duties as employees of the Clementon Housing Authority.

Further, the Clementon Housing Authority is bound by the Hatch Act (Public Law 252, 76<sup>th</sup> Congress, as amended) and will abide by the Hatch Act as required by law with respect to its employees or future employees.

ADOPTED: August 2, 2017

  
\_\_\_\_\_  
John P. Schmidt, Chairman

ATTEST:

  
\_\_\_\_\_  
Ken Paris, Executive Director

RESOLUTION HA17-26  
Non-Smoking Policy

**WHEREAS**, the Board of Commissioners of the Housing Authority of the Borough of Clementon (CHA) is required to comply with HUD rules and regulations;

**WHEREAS**, in compliance with HUD Public and Indian Housing Notice 2017-3, smoking will be prohibited in all apartments an within 25 feet of any entrance door of the Clementon Housing Authority. This rule required the CHA to amend the ACOP Policy for any new admissions and lease renewals beginning 9/1/2017. In addition to the lease amendment, the House Rules are being amended to comply with this change in HUD policy.

**NOW, THEREFORE, BE IT RESOLVED** that the CHA will adopt policies to be in compliance with the above notice.

~~(FILL IN HERE)~~

ADOPTED: August 2, 2017



John P. Schmidt, Chairman

ATTEST:



Ken Paris, Executive Director

**Housing Authority of the Borough of Clementon**

**RESOLUTION HA17-27**

**RESOLUTION AUTHORIZING CERTAIN OFFICIALS  
TO SIGN CHECKS FOR FY2017  
AMENDING HA17-18**

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) held a reorganization meeting on July 5, 2017, and reauthorized Chairman John P. Schmidt and Commissioner Joseph Casella as signers for the Authorities' checking accounts by Resolution HA17-18;

Whereas, the CHA deems it necessary for the new Executive Director to also be a check signer;

Now, Therefore, Be It Resolved by the Board of Commissioners of the CHA that any three of the following officials are authorized to sign checks for the accounts held at TD Bank and Santander Bank for the period August 2, 2017 through June 30, 2018:

John P. Schmidt, Chairman  
Joseph Casella, Commissioner  
Ken Paris, Executive Director

CLEMENTON HOUSING AUTHORITY

Dated: August 2, 2017

By



John P. Schmidt, Chairman

Attest:



Ken Paris, Executive Director

(SEAL)

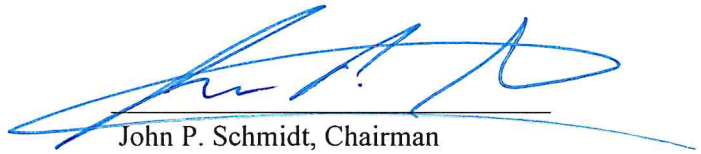
RESOLUTION HA17-28  
SNOW REMOVAL

**WHEREAS**, the Board of Commissioners of the Housing Authority of the Borough of Clementon (CHA) authorized the Executive Director to place a RFP for 2017-2018 snow removal service;

**WHEREAS**, the lowest responsive bidder was Quality Landscaping of Clementon, New Jersey, and,

**NOW, THEREFORE, BE IT RESOLVED** that the CHA authorizes the Executive Director to authorize the agreement between CHA and Quality Landscaping.

ADOPTED: October 4, 2017



John P. Schmidt, Chairman

ATTEST:



Ken Paris, Executive Director

CLEMENTON HOUSING AUTHORITY  
RESOLUTION NO. HA 17-29  
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 one issue(s) 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 January 5, 2017 at 6PM, 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:

"(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

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"(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 \_\_\_\_\_

"(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

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"(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: Tenant issues regarding overnight guests.

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"(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: Lawsuit filed by T. Mount against the County of Camden, Borough of Clementon and Clementon Housing Authority.

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and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: Update with Solicitor about next step following being notified of the lawsuit.

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"(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

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"{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

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WHEREAS, the length of the Executive Session is estimated to be 30 minutes after which the public meeting of the Board shall (circle one) reconvene and immediately adjourn or **reconvene and proceed with business.**

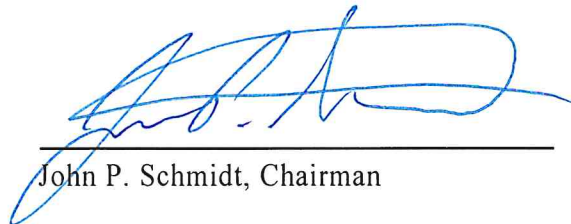
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into Executive Session for only the above-stated reasons;

**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
Lawsuit	When lawsuit concluded	
Tenant Guests	12/31/2017	When issue resolved

**BE IT FURTHER RESOLVED** that the Secretary, 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 Secretary, 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.



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John P. Schmidt, Chairman

CERTIFICATION

I, John P. Schmidt, 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 4th day of October, 2017, in Clementon, New Jersey.



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Ken Paris, Secretary