

CLEMENTON HOUSING AUTHORITY  
RESOLUTION NO. HA18-05  
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 March 14, 2018 at 6:20PM, 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  
Matters relating to employee compensation / personnel changes.

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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.**

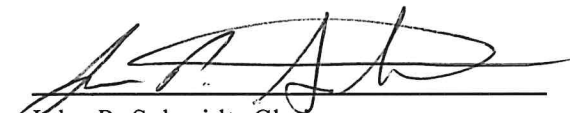
NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into Executive Session for only the above-stated reasons;

**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
Employ. Compensation/Policy	3/30/2018	

**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, asprecisely 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, Ken Paris, 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 14th day of March, 2018, in Clementon, New Jersey.

  
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 Ken Paris, Secretary

# Resolution of the Borough of Clementon Housing Authority

HA18-6

## RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN FOR THE FISCAL YEAR ENDING JUNE 30, 2018.

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to cause an annual audit of its books, accounts and financial transactions to be made and completed within six months after the close of its fiscal year; and,

WHEREAS, the audit for fiscal year ending June 30, 2018 was presented to the governing body on March 14, 2018; and,

WHEREAS, in accordance with Circular A-133, 98-07, and Local Finance Notice CFO 97-16, all local government units must prepare and submit a Corrective Action Plan as part of the annual audit process; and,

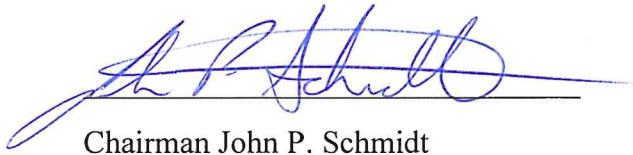
WHEREAS, the Corrective Action Plan shall cover all findings and recommendations, including state, federal, and general or financial statement findings in the audit report; and,

WHEREAS, the Auditor shall prepare said Corrective Action Plan with the assistance from other officials affected by the audit recommendations; and,

WHEREAS, the Corrective Action Plan must be approved by the governing body of the local unit and is to be submitted to the Division of Local Government Services no later than sixty days from the receipt of the audit report; and,

NOW THEREFORE BE IT RESOLVED, by the Borough of Clementon Housing Authority that the Corrective Action Plan for fiscal year ended June 30, 2018 is hereby approved.

BE IT FURTHER RESOLVED, that a copy of the Corrective Action Plan will be placed on file in the Office of the Municipal Clerk.



Chairman John P. Schmidt



Ken Paris, Executive Director

Dated: March 14, 2018

**Governing Body Recorded Vote**

<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Mark Armbruster</b>				<b>X</b>
<b>Joseph Casella</b>	<b>X</b>			
<b>Lia Cater</b>				<b>X</b>
<b>Doreen Closs</b>	<b>X</b>			
<b>John P. Schmidt</b>	<b>X</b>			
<b>Jeff Watson</b>	<b>X</b>			

RESOLUTION HA18-07  
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 March 14, 2018 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 24 – SICK LEAVE POLICY**

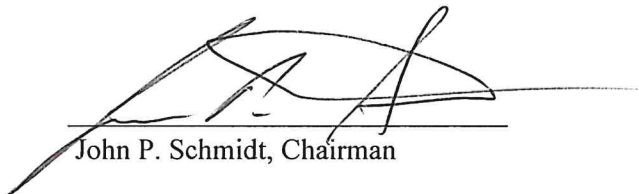
Sick Leave Buy Back- Employees, upon leaving the employ of the Authority shall be entitled to twenty five percent (25%) of accumulated sick leave not to exceed \$10,000.00. However, any full time employee who is eligible to retire in accordance with the State Retirement Act and who, having given the Executive Director not less than two (2) weeks advance written notice thereof does retire, shall be paid fifty (50%) of the value of his/her unused accumulated sick leave at the time of his/her retirement, not to exceed the sum of \$10,000.00.

Is changed to read:


**POLITICAL ACTIVITY POLICY**

Sick Leave Buy Back- Employees, upon leaving the employ of the Authority shall be entitled to twenty five percent (25%) of accumulated sick leave not to exceed \$10,000.00. However, any full time employee who is eligible to retire in accordance with the State Retirement Act and who, having given the Executive Director not less than two (2) weeks advance written notice thereof does retire, shall be paid fifty (50%) of the value of his/her unused accumulated sick leave at the time of his/her retirement, not to exceed the sum of \$10,000.00. The authority may take up to two (2) years to pay employees their buy-back time. Any employees hired after March 14, 2018 will not be eligible for sick buy-back.

ADOPTED: March 14, 2018

  
John P. Schmidt, Chairman

ATTEST:

  
Ken Paris, Executive Director