

RESOLUTION 2021-07-18

RESOLUTION APPROVING AND AUTHORIZING THE ADOPTION OF THE UPDATED PERSONNEL POLICIES AND PROCEDURES MANUAL

WHEREAS, the Housing Authority of the Town of Dover (“Housing Authority”), a public entity organized and existing pursuant to the Code of Federal Regulations, the Department of Housing and Urban Development (“HUD”), and the laws of the State of New Jersey, has determined that it is in need of updating its Personnel Policies and Procedures Manual to ensure continuing compliance with all Federal, HUD, and New Jersey statutes, regulations, and/or rules; and

WHEREAS, the Personnel Policies and Procedures Manual is an integral document which is necessary for the orderly operation of the Housing Authority; and

WHEREAS, the Executive Director has provided the Board with the updated Personnel Policies and Procedures Manual in advance of this open public meeting; and

WHEREAS, upon thorough review and consideration, the Board now wishes to adopt the updated Personnel Policies and Procedures Manual; and

WHEREAS, the Board of Commissioners has found that it is in the best interest of the Housing Authority and its overall goal of providing quality, affordable housing to low-income families to approve and authorize the adoption of the updated Personnel Policies and Procedures Manual;

NOW THEREFORE,

BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Town of Dover hereby approves and authorizes the adoption of the updated Personnel Policies and Procedures Manual; and

BE IT FURTHER RESOLVED, that the updated Personnel Policies and Procedures Manual shall take effect on 7/6/2021; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Executive Director, with the advice and legal counsel of the Housing Authority’s General Counsel, to take any and all administrative actions necessary to implement this resolution.

This Resolution shall take effect immediately.

PASSED and adopted this 6th day of July 2021.

Original Signed By:

Thomas Toohey, Chairperson

Original Signed By:

Maria Tchinchinian, Secretary