

**RESOLUTION APPROVING THE PROPOSED TEMPORARY AMENDMENTS TO THE Millville HOUSING AUTHORITY'S PERSONNEL POLICIES AND PROCEDURES MANUAL AND EMPLOYEE HANDBOOK AS A RESULT OF THE COVID-19 PANDEMIC**

**WHEREAS**, the Housing Authority of the City of Millville (Authority), a Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey desires to temporarily amend to the MHA Personnel Policies and Procedures Manual and Employee Handbook due to the COVID-19 Pandemic; and,

**WHEREAS**: The pandemic precluded Authority personnel from taking much of their vacation and personal time; and

**WHEREAS**: Vacation and Personal Time earned during calendar year 2020 will be forfeited under the current policy if not used by 12/31/2020.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners that the Secretary/Treasurer is hereby authorized to amend the Authority's Personnel Policy and Procedures Manual and Employee Handbook to allow employees to carryover unused vacation and personal time earned during calendar year 2020 into calendar year 2021. Under this amended Policy, any Vacation and Personal Time earned during calendar year 2020 will now be forfeited if not used by 12/31/2021.

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Heather Santoro

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Kristina Townsend

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Charles Flickinger

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Winfield Pettit

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Jaclyn Haas-Benner

Date:  
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Attest:  
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Paul Dice, Secretary