

**RESOLUTION 2024-01**

**Resolution Ratifying and Approving a Change Order Not to Exceed 20% for the Current Contract for Consulting Management Services with Sunbelt Industries, Inc.**

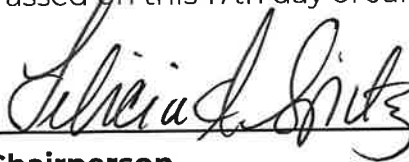
**WHEREAS**, the Princeton Housing Authority (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (N.J.S.A. 40A:12A-1 et seq.) (the "Local Housing Law");

**WHEREAS**, in accordance with procurement regulations and requirements, the Princeton Housing Authority is in need of a 20% Change Order to the existing contract between the Housing Authority and its consulting management services firm SUNBELT INDUSTRIES, INC.; and

**WHEREAS**, this Change Order will allow the firm the ability to continue to work on critical projects while the public solicitation for services is completed.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Princeton Housing Authority does hereby ratify and approve a Change Order for the existing contract with SUNBELT INDUSTRIES, INC. not to exceed 20% of the contract value with the Princeton Housing Authority.

Passed on this 17th day of January 2024 (See attached Vote Box)

  
\_\_\_\_\_  
**Chairperson**

  
\_\_\_\_\_  
**Vice Chairperson**

**RESOLUTION 2024-01**

**Resolution Ratifying and Approving a Change Order Not to Exceed 20% for the Current Contract for Consulting Management Services with Sunbelt Industries, Inc.**

COMMISSIONER	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
BECKER						✓
GILLETTE			✓			
PINÉ			✓			
OAKMAN			✓			
SIPPRELLE			✓			
SPITZ	✓		✓			
VELAZQUEZ		✓	✓			

**RESOLUTION 2024-02**

**Resolution Ratifying and Approving the Hiring of Erika Peterson as a Office Manager with the Princeton Housing Authority**

**WHEREAS**, the Princeton Housing Authority (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

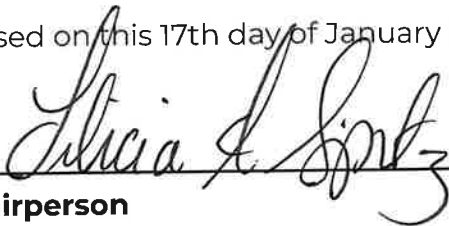
**WHEREAS**, the Housing Authority is in need of a qualified office manager who can work daily to manage the office; and

**WHEREAS**, the Interim Executive Director and Housing Manager have interviewed for this position and determined that Erika Peterson was the most qualified person available for the position; and

**WHEREAS**, funds for this position are available in the approved budget for FYE 6/30/24.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Princeton Housing Authority does hereby ratify and approve the hiring of Erika Peterson as a full time Office Manager at a starting annual salary of \$49,000 a year.

Passed on this 17th day of January 2024 (See attached Vote Box)



**Chairperson**



**Vice Chairperson**

**RESOLUTION 2024-02**

**Resolution Ratifying and Approving the Hiring of Erika Peterson as a Office Manager with the Princeton Housing Authority**

COMMISSIONER	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
BECKER						✓
GILLETTE		✓	✓			
PINÉ			✓			
OAKMAN	✓		✓			
SIPPRELLE			✓			
SPITZ			✓			
VELAZQUEZ			✓			

**RESOLUTION 2024-03**

**Resolution Approving and Adopting the Revised Personnel Policies and Procedures Manual for use by the Princeton Housing Authority**

**WHEREAS**, the Princeton Housing Authority (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

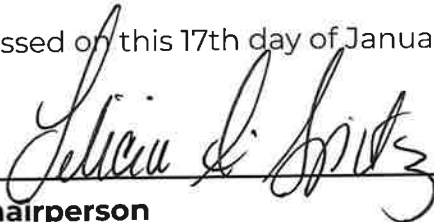
**WHEREAS**, the Housing Authority Personnel Policies and Procedures Manual is in need of an update and revisions to bring it into compliance with current rules and regulations and to reflect current industry and operating standards; and

**WHEREAS**, the Housing Authority Finance & Legal Committee has worked with the Interim Executive Director, Housing Manager, PHA Legal and HR Consultant to draft a revised Personnel Policy.

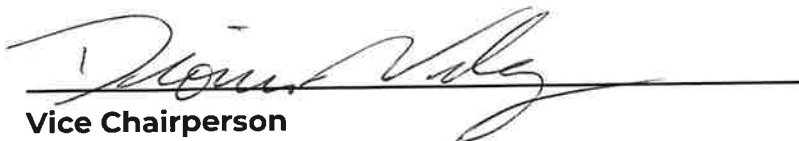
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Princeton Housing Authority does hereby approve and adopt the revised Personnel Policies and Procedures Manual for use by the Princeton Housing Authority.

**BE IT FURTHER RESOLVED** that the Board of Commissioners of the Princeton Housing Authority directs the Interim Executive Director to train all current staff on the new policy and to fully implement the new policy within 90 days from the date of this resolution. All title updates within the new organization chart shall go into effect immediately and job description for new titles should be drafted and signed within 90 days from the date of this resolution.

Passed on this 17th day of January 2024 (See attached Vote Box)



**Chairperson**



**Vice Chairperson**

**RESOLUTION 2024-03**

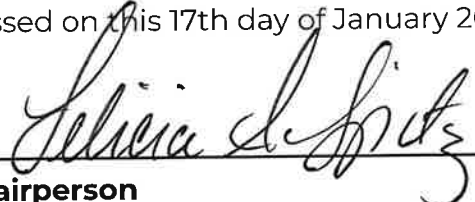
**Resolution Approving and Adopting the Revised Personnel Policies and Procedures Manual for use by the Princeton Housing Authority**

COMMISSIONER	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
BECKER						✓
GILLETTE			✓			
PINÉ			✓			
OAKMAN			✓			
SIPPRELLE			✓			
SPITZ	✓		✓			
VELAZQUEZ		✓	✓			

**RESOLUTION 2024-04**

**Resolution Ratifying, Authorizing and Approving Payment of Bills for the Month of December 2023**

Passed on this 17th day of January 2024 (See attached Vote Box)

  
 \_\_\_\_\_  
**Chairperson**

  
 \_\_\_\_\_  
**Vice Chairperson**

COMMISSIONER	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
BECKER						✓
GILLETTE			✓			
PINÉ			✓			
OAKMAN			✓			
SIPPRELLE			✓			
SPITZ			✓			
VELAZQUEZ		✓	✓			
CHAIR SPITZ	✓		✓			