

SALEM COUNTY IMPROVEMENT AUTHORITY

RESOLUTION 2021-45

March 11, 2021

RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY
APPROVING THE EXTENSION OF PERSONAL TIME CARRY-OVER FOR
EXECUTIVE DIRECTOR JULIE ACTON

WHEREAS, Executive Director Julie Acton (“Executive Director”) has accrued 80 hours of personal time during the 2020 calendar year with an additional 7 hours of personal time carried over from 2019; and

WHEREAS, Executive Director currently has 65 hours of unused personal time remaining; and

WHEREAS, due to the numerous construction projects going on at the landfill and the Landfill Manager using his time off, Executive Director Acton was unable to use all allotted personal time by March 31, 2021; and

WHEREAS, the employment contract in force between the Salem County Improvement Authority (“SCIA”) and Executive Director states that use of personal leave time is governed by SCIA’s personnel policy; and

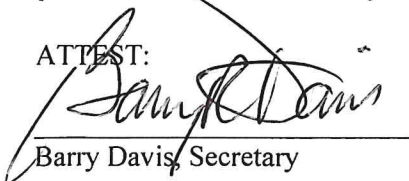
WHEREAS, SCIA personnel policy states that personal leave can only be used in the year in which it is credited and any unused portion at the end of the year is canceled; and

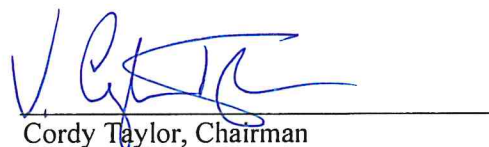
WHEREAS, SCIA has determined that this year is particularly unique in the significant amount of construction projects that are taking place at one time and the administrative challenges presented by the Covid-19 pandemic; and

WHEREAS, as a result of the significant number of construction projects and the challenges presented by Covid-19 pandemic the Executive Director has been unable to utilize her full personal time for the year. As such, SCIA has determined it fair and reasonable to allow for the carry-over of the Executive Director’s personal time under these circumstances.

NOW, THEREFORE, BE IT RESOLVED that SCIA approves the carry-over of 65 hours of personal time to be used by September 30, 2021.

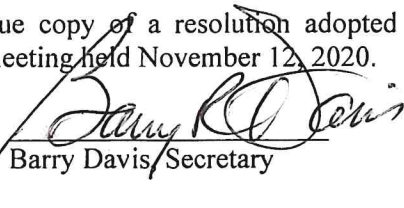
ATTEST:


Barry Davis, Secretary


Cordy Taylor, Chairman

CERTIFICATION

I hereby certify the above to be a true copy of a resolution adopted by the Salem County Improvement Authority Board at their regular meeting held November 12, 2020.


Barry Davis, Secretary



**SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION
PO Box 890, 286 Welchville Road
Alloway, NJ 08001-0890**

MEMORANDUM

To: Chairman Taylor and Board Members
From: Julie Acton
Date: 3/9/21
Reference: Request to carry-over 2020 personal days

I am requesting to carry over my personal days balance to 2021. Because of the major landfill construction projects and Landfill Manager using his time off, I haven't felt comfortable to take my allotted personal time off so far this year.

My 2020 balance is 65 personal hours. I have scheduled time off from May – September.

Please feel free to contact me if you have any questions regarding this request.

Thank you in advance for your consideration.

Julie

Cc: C. Garton, HR

