

SALEM COUNTY IMPROVEMENT AUTHORITY

RESOLUTION 2024-84

November 14, 2024

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


WHEREAS, the Executive Director has not been able to use 16.25 hours of personal time by December 31, 2024, due to on-going and new projects; and


WHEREAS, the employment contract in force between the Salem County Improvement Authority ("SCIA") and Executive Director states personal hours may be rolled over to the following calendar year; and

WHEREAS, SCIA has determined it fair and reasonable to allow for the carry-over of the Executive Director's personal time under the above-referenced circumstances; and

NOW, THEREFORE, BE IT RESOLVED that SCIA approves the carry-over of 16.25 hours of personal time to be used by March 31, 2025.

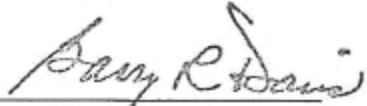
ATTEST:


Barry Davis, Secretary


Susan Bestwick, Chairperson

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 14, 2024.


Barry Davis, Secretary



SALEM COUNTY IMPROVEMENT AUTHORITY

PO Box 890, 286 Welchville Road

Alloway, NJ 08001-0890

MEMORANDUM

To: Susan Bestwick, Chairperson
SCIA Board Members
From: Julie Acton
Date: 10/31/24
Reference: Request to carry-over 2024 personal days

I am requesting to carry over my personal days balance to 2025. Due to workload, ongoing and new projects, I haven't felt dependable for taking my allotted personal time off.

My 2024 balance is 16.25 personal hours. Most of the office staff have put in for time off around the holidays, so I want to be here to cover the office.

I am asking to extend my personal time off until March 31, 2025.

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

Thank you in advance for your consideration.

Cc: C. Garton HR Generalist

