

REVISED AGENDA

KEANSBURG HOUSING AUTHORITY
JULY 27 2016
GRANVILLE TOWERS
1 CHURCH STREET - CONFERENCE ROOM
7:00 P.M.

1) NEW JERSEY OPEN PUBLIC MEETINGS ACT NOTICE

“Adequate notice has been made as to the time, place, date of this meeting and as to the nature of business to be discussed being the general business of the Authority.”

2) SALUTE TO THE FLAG

3) Roll Call:

| | |
|------------------|-------------------|
| Chairperson | Judy Ferraro |
| Vice-Chairperson | Mary Foley |
| Commissioner | Yolanda Commarato |
| Commissioner | Mattie Anderson |
| Commissioner | Diane Nelson |
| Commissioner | Thomas Foley |
| Commissioner | Carol DeBlasio |

4) Approval of minutes of regular and executive meetings held on June 15, 2016

5) REPORT OF THE CHAIRPERSON

6) REPORT OF THE EXECUTIVE DIRECTOR

7) REPORT OF THE DEPUTY EXECUTIVE DIRECTOR

Summary of Cash

8) CORRESPONDENCE –

RESOLUTIONS:

- 9) 07-27-16-01 – Resolution approving payment of invoices for July
- 10) 07-27-16-02 – Resolution introducing the budget for fiscal year ending 9/30/17
- 11) 07-27-16-03 – Resolution approving the AMP budget for fiscal year ending 9/30/17
- 12) 07-27-16-04 – Resolution awarding a contract to AEI consultants to complete a phase II environmental review for a limited sub-surface investigation.
- 13) 07-27-16-05 – Resolution revising our housing choice voucher payment standards

14) REPORT OF THE ATTORNEY:

15) REPORT OF THE ACCOUNTANT: Budget for fiscal year ending 9/30/17

16) COMMITTEE REPORTS:

Personnel
Buildings and Grounds
Resident Grievance
Applicant Screening

Finance

17) PUBLIC COMMENT

18) UNFINISHED BUSINESS

19) NEW BUSINESS

20) EXECUTIVE SESSION – POSSIBLE LITIGATION, POSSIBLE TENANT MATTERS, AND PERSONNEL MATTERS

21) ADJOURNMENT

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on June 15, 2016 at Granville Towers, 1 Church Street, Keansburg, New Jersey at 7:00 p.m.

Chairperson Judy Ferraro read the Open Public Meetings Act.

Salute to the flag:

Present at roll call: Mattie Anderson, Ann Commarato, Diane Nelson, Thomas Foley, Carol DeBlasio and Judy Ferraro

Excused: Mary Foley

Upon a motion made by Diane Nelson, seconded by Mattie Anderson to approve our regular and executive minutes of or May 18, 2016 meeting.

Roll call Vote:

Mattie Anderson – Aye

Thomas Foley – Aye

Carol DeBlasio – Aye

Ann Commarato – Aye

Diane Nelson – Aye

Judy Ferraro – Aye

Douglas G Dzema introduced Richard Larsen, Auditor, stating that the finance committee met earlier and went over audit for fiscal year ended 9/30/15

Richard Larsen reported the following regarding the audit:

- 1) 3 reports unmodified opinion – highest level of assurance
- 2) Compliance – did have a finding in the Section 8 voucher program and did set up a corrective action plan
- 3) No material weakness in internal controls
- 4) Failed inspections must be reinspected within 30 days otherwise, abate check
- 5) Financials – good and bad news – good news the ability to pay bills has increased since last year – bad news – state was under funding the pension program and \$650,000 was charged to our bottom line

Douglas G. Dzema reported the following:

- 1) Richie Tringali is retiring as of 6/30/16 and we have hired Paul McAllister as a part time maintenance worker.
- 2) We are moving forward with the RAD program. HUD is adamant about us going forward with acquiring 4% tax credits
- 3) We are submitting to HMFA for tax credits
- 4) We will need a resolution of need from the Borough to proceed

REPORT OF CHAIRPERSON – None

REPORT OF ASSISTANT EXECUTIVE DIRECTOR:

Summary of Cash

Checking \$163,353.15

CORRESPONDENCE : None

RESOLUTIONS:

Upon a motion made by Carol DeBlasio, seconded by Mattie Anderson to approve resolution 06-15-16-01, payment of bills

Roll Call Vote:

Mattie Anderson - Aye

Ann Commarato- Aye

Thomas Foley – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Judy Ferraro – Aye

Upon a motion made by Diane Nelson, seconded by Mattie Anderson to approve resolution 06-15-16-02, approval of audit for fiscal year ended 9/30/15

Roll Call Vote

Mattie Anderson – Aye

Ann Commarato – Aye

Thomas Foley – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Judy Ferraro – Aye

Upon a motion made by Carol DeBlasio, seconded by Ann Commarato to approve resolution 06-15-16-03, adopting a corrective action plan for audit finding.

Roll Call Vote:

Mattie Anderson – Aye

Ann Commarato – Aye

Thomas Foley – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Judy Ferraro – Aye

REPORT OF THE ATTORNEY:

Richard Sciria reported the following:

- 1) Panel committee had a meeting, must review on a case by case basis moving forward. We will keep the scoring system. Treat all applicants equal, revise guidelines – credit and criminal. We will prepare a proposal and present to management and NTN for approval

REPORT OF ACCOUNTANT: will have budget for next meeting

COMMITTEE REPORTS:

Personnel – None

Building and Grounds – None

Resident Grievance – None

Applicant Screening – None

Finance – None

PUBLIC COMMENT:

Nancy Hosey, apt. 308 – someone is staying in different units as a boarder and lodger

Jeff Pectcher, apt. 506, the person Nancy is talking about is coming in with a fob

UNFINISHED BUSINESS – None

NEW BUSINESS – None

Upon a motion made by Diane Nelson, seconded by Ann Commarato to enter into executive session to discuss personnel matters and possible litigation. All in Favor.

There being no further business before the board a motion made by Diane Nelson, seconded by Carol DeBlasio to adjourn at 7:40 p.m. be approved.

MEETING HELD – 6/15/16

ATTEST:

Douglas G. Dzema

Executive Director/Secretary