

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on Wednesday, September 12, 2018 at Granville Towers, 1 Church Street, Keansburg, New Jersey at 7:00 p.m.

Chairperson Diane Nelson read the Open Public Meetings Act Notice:

Salute to the Flag:

Present at roll call: Mattie Anderson, Tammy Carrier, Ann Commarato, Thomas Foley, Mary Foley, Carol DeBlasio and Diane Nelson

Upon a motion made by Thomas Foley, seconded by Mattie Anderson to approve minutes of the regular meeting held on August 16, 2018.

Roll Call Vote:

Mattie Anderson – Aye	Tammy Carrier - Aye	Carol DeBlasio – Abstain	
Ann Commarato – Abstain	Thomas Foley – Aye	Diane Nelson - Aye	Mary Foley – Aye

REPORT OF THE CHAIRPERSON: None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) Boiler repair began.
- 2) Pat Holly's retirement dinner September 20, 2018 at Yesterday's Restaurant.
- 3) Progress with RPM:
 - a. Problem with survey – shows lines from beginning to end of property between the Housing Authority and The United Methodist Church. We contacted the church and they have documents from 1967 showing that they paid \$1.00 for part of the property, so we submitted to RPM and their surveyor.
 - b. RPM is working with PNC Bank buying the Tax Credits at 96 cents on the dollar for a total of \$1.9 million dollars. The closing is set for 11/30/18 and the subsidy will begin 1/1/19.
- 4) We will be purchasing another work station for the accountant and installing a security camera in the back office where Diana will be sitting once the RPM transition occurs.
- 5) We will be asking RPM if they would like to purchase our truck.

REPORT OF THE ASSISTANT DIRECTOR:

Summary of Cash:

Checking Account - \$127,923.00

The lottery drawing for the Section 8 applications was held on August 29, 2018 at the Senior Center and it went well.

CORRESPONDENCE: None

RESOLUTIONS:

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to approve resolution 09-12-18-01, payment of invoices.

Roll Call Vote:

Mattie Anderson – Aye Tammy Carrier - Aye Carol DeBlasio – Aye
Ann Commarato – Aye Thomas Foley – Aye Diane Nelson - Aye Mary Foley – Aye

Upon a motion made by Mattie Anderson, seconded by Carol DeBlasio to approve resolution 09-12-18-02, amending personnel policy and procedures.

Richard Sciria went over the amendments to be sure that we complied with the state regulations.

Roll Call Vote:

Mattie Anderson – Aye Tammy Carrier - Aye Carol DeBlasio – Aye
Ann Commarato – Aye Thomas Foley – Aye Diane Nelson - Aye Mary Foley – Aye

Upon a motion made by Thomas Foley, seconded by Mary Foley to approve resolution 09-12-18-03, to renew membership for the Joint Insurance Fund.

Roll Call Vote:

Mattie Anderson – Aye Tammy Carrier - Aye Carol DeBlasio – Aye
Ann Commarato – Aye Thomas Foley – Aye Diane Nelson - Aye Mary Foley – Aye

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to approve resolution 09-12-18-04, renewing the contract for legal services for one year ending 9/30/19. The attorney fee will be decreased by 20% which will be a total of \$10,320.00. Richard Sciria has agreed to this 20% decrease.

Roll Call Vote:

Mattie Anderson – Aye Tammy Carrier - Aye Carol DeBlasio – Aye
Ann Commarato – Aye Thomas Foley – Aye Diane Nelson - Aye Mary Foley – Aye

Upon a motion made by Mattie Anderson, seconded by Thomas Foley to approve resolution 09-12-18-05, renewing the contract for audit services for fiscal year ending 9/30/18.

Roll Call Vote:

Mattie Anderson – Aye Tammy Carrier - Aye Carol DeBlasio – Aye
Ann Commarato – Aye Thomas Foley – Aye Diane Nelson - Aye Mary Foley – Aye

REPORT OF THE ATTORNEY:

Richard Sciria report for executive session.

REPORT OF THE ACCOUNTANT: None

COMMITTEE REPORTS:

Personnel – None

Building & Grounds – None

Resident Grievance – None

Applicant screening – None

Finance – None

Public Comment:

Tom Jadas, Apt. 503 asked about the shopping carts. Doug Dzema stated he would look into it.

Nancy Hosey, Apt. 308 stated that the light was out in the parking lot. Then Pat Holly stated that she would check with Joe.

Unfinished Business – None

New Business – None

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

Richard Sciria, Attorney, reported the following will be discussed in executive session:

- 1) 3 Tenant matters
- 2) 1 Personnel matters
- 3) 1 Union matter

There bring no further business before the board a motion made by Carol DeBlasio, seconded by Mattie Anderson to adjourn at 7:45 p.m. be approved. All In Favor

MEETING HELD – September 12, 2018

ATTEST:

DOUGLAS G. DZEMA

SECRETARY/EXECUTIVE DIRECTOR