

**MINUTES OF THE DECEMBER 2, 2020
REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE TOWN OF PHILLIPSBURG**

A Meeting of the Housing Authority of the Town of Phillipsburg was held on December 2, 2020 at 6:00 P.M., via telephone conference pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.

The meeting was called to order by Chairperson John Korp at 6:00P.M. and upon roll call the following members were present: Commissioners: Korp, Shelly, Swick, Corcoran, Van Why, & Scerbo. Also present was Executive Director Paul Rummerfield and General Counsel, Katharine Fina, Esq.

Chairperson Korp announced in accordance with the Open Public Meetings Act, notice of the meeting was delivered to the Express-Times, Municipal Clerk, posted in the Municipal Building, posted in the Housing Authority Office and on the website. Chairperson Korp directed said announcement to be entered in the minutes of the meeting.

ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 9, 2020

Commissioner Corcoran moved to approve the minutes, which motion was seconded by *Commissioner Van Why*. Minutes were accepted with a vote of 5-0-1, with Commissioner Scerbo abstaining.

BILLS – NOVEMBER 2020

Commissioner Corcoran moved to approve the bills for November 2020, which motion was seconded by *Commissioner Shelly*. Bills were approved with a vote of 5-0-1, with Commissioner Scerbo abstaining.

NEW BUSINESS:

RESOLUTION #1805 – APPROVAL AWARDED RISK MANAGEMENT SERVICES TO “ALAMO RISK MANAGEMENT SERVICES”

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves the bid award for Risk Management Services to “Alamo Risk Management Services” effective January 1, 2021 through December 31, 2021.

Commissioner Swick moved to adopt Resolution #1805, which motion was seconded by *Commissioner Van Why*. All were in favor of this motion.

RESOLUTION #1806 – APPROVAL OF PAYMENT IN LIEU OF TAXES (PILOT) IN THE AMOUNT OF \$168,526.64

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves the Payment-in-Lieu of Taxes (PILOT) in the amount of \$168,526.64 to the Town of Phillipsburg.

Commissioner Shelly moved to adopt Resolution #1806, which motion was seconded by *Commissioner Corcoran*. All were in favor of this motion.

RESOLUTION #1807 – APPROVAL OF INTER-LOCAL AGREEMENT FOR THE PURCHASE OF GASOLINE, MOTOR FUEL & ROCK SALT WITH THE TOWN OF PHILLIPSBURG FOR THE 2021 CALENDAR YEAR

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves the inter-local agreement with the Town of Phillipsburg for the purchase of gasoline, motor, fuel and rock salt.

Commissioner Corcoran moved to adopt Resolution #1807, which motion was seconded by *Commissioner Van Why*. All were in favor of this motion.

RESOLUTION #1808 – APPOINTMENT OF JIF FUND COMMISSIONER

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby appoints W. Paul Rummerfield as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2021.

Commissioner Corcoran moved to adopt Resolution #1808, which motion was seconded by *Commissioner Van Why*. All were in favor of this motion.

RESOLUTION #1809 – APPROVAL OF THE FINAL 2017 CAPITAL FUND PROGRAM AND HUD 50075.1 ANNUAL STATEMENT/PERFORMANCE AND EVALUATION REPORT TO CLOSE-OUT THE 2017 CAPITAL FUND PROGRAM

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves the Final 2017 Capital Fund Program and approve HUD 50075.1 Annual Statement/Performance and Evaluation Report to Close-Out the 2017 Capital Fund Program and submit to U.S. Department of Housing and Urban Development.

Commissioner Shelly moved to adopt Resolution #1809, which motion was seconded by *Commissioner Corcoran*. All were in favor of this motion.

REPORTS

Chairman Korp thanked Mr. Rummerfield for his Administrative report. Chairman Korp asked whether there were any questions for Mr. Rummerfield. Commissioner Swick asked if any maintenance workers have been hired. Mr. Rummerfield reports that due to the holidays and illnesses, there has not been much progress on hiring, however, they anticipate conducting interviews shortly. Commissioner Swick also asked about the grant to alleviate the flooding issue. Mr. Rummerfield advised that the Town of Phillipsburg is applying for a NJDOT 2020 Transportation grant, which the Town Engineer, Stan Schrek, believes will alleviate the flooding issues that have been occurring on Authority property over the past several years. Chairman Korp asked Mr. Rummerfield how many maintenance staff he intends to hire. Mr. Rummerfield advised that he anticipates hiring 3-4 technicians and 2-3 laborers.

PUBLIC COMMENT

Ms. Meliss Paulus commented on the disposal of housing authority property and questioned the policy followed by the Authority for disposal of records or equipment.

EXECUTIVE SESSION

Commissioner Corcoran moved to enter into Executive Session which motion was seconded by *Commissioner Swick*. Upon roll call vote, the motion was unanimous.

Commissioner Corcoran moved to re-enter into Regular Session, which motion was seconded by *Commissioner Van Why*. Upon roll call vote, the motion was unanimous.

Attorney Fina announced that during executive session, the Commissioners discussed employment matters.

Commissioner Shelly moved to approve a monetary award of Five Hundred (\$500.00) Dollars to all Authority employees for their work throughout the year and to approve office closure for December 24, 2020 and an early closing on December 31, 2020, which motion was seconded by *Commissioner Van Why*. All were in favor.

ADJOURNMENT

There being no further business to come before this Authority, Commissioner Shelly moved at the call of Chairman Korp, the meeting be adjourned, which motion was seconded by Commissioner Van Why. Upon roll call the motion was unanimous. Meeting adjourned.