

**MINUTES OF THE JUNE 3, 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 June 3, 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 Chairman Korp at 6:00P.M. and upon roll call the following members were present: Commissioners: Shelly, Swick, Decker, Baptista, Franceschino & Corcoran. Also present was Executive Director Paul Rummerfield; and General Counsel, Katharine Fina, Esq.

Pledge of Allegiance

Chairman 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. Chairman Korp directed said announcement to be entered in the minutes of the meeting.

BILLS – May 2020

Commissioner Corcoran moved to approve the bills for May 2020, which motion was seconded by *Commissioner Decker*. All were in favor of this motion.

COMMUNICATIONS – None

NEW BUSINESS

RESOLUTION #1757 – APPROVAL OF FEE ACCOUNTANT SERVICES TO “WILLIAM KATCHEN, CPA”

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby awards the Proposal for Fee Accounting Services to “William Katchen” at the rate of \$3,000 per month for the period of 7/1/2020 to 6/30/2021. Second year option is for the same price. *Commissioner Baptista* moved to adopt Resolution #1757, which motion was seconded by *Commissioner Franceschino*. All were in favor of this motion.

RESOLUTION #1758 – APPROVAL OF TENANT/LANDLORD LEGAL SERVICES TO JOHN CALECA III, ESQ.

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby awards the Proposal for Legal Services of Tenant/Landlord Counsel to John Caleca III, Esq. a retainer fee in the sum of Eighteen Thousand (\$18,000) Dollars payable in twelve (12) monthly installments of One thousand five hundred (\$1,500) for up to thirty (30) tenant landlord filings per month and the sum of \$150.00 per hour for each additional tenant landlord filing in excess of thirty (30) for the period of 7/1/2021. *Commissioner Swick* moved to adopt

Resolution #1758, which motion was seconded by *Commissioner Corcoran*. All were in favor of this motion.

RESOLUTION #1759 – APPROVAL OF GENERAL COUNSEL LEGAL SERVICES TO FLORIO PERRUCCI STEINHARDT CAPPELLI TIPTON & TAYLOR, LLC

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby awards the Proposal for Legal services of General Counsel to Florio Perrucci Steinhardt Cappelli Tipton & Taylor, LLC at the rate of \$175.00 per hour for Legal Counsel Representation and \$95.00 per hour for Paralegal Services Representation for the period of 7/1/2020 to 6/30/2021. *Commissioner Shelly* moved to adopt Resolution #1759, which motion was seconded by *Commissioner Franceschino*. All were in favor of this motion.

RESOLUTION #1760 – APPROVAL OF AUDIT SERVICES TO HYMANSON, PARNES & GIAMPAOLO

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby awards the Proposal for Audit Services to “Hymanson, Parnes & Giampaolo” at the rate of \$8,025 for fiscal year 7/1/2020 to 6/30/2021. Second year option is for the same price. *Commissioner Swick* moved to adopt Resolution #1760, which motion was seconded by *Commissioner Corcoran*. All were in favor of this motion.

RESOLUTION #1761 – APPROVAL OF WRITE-OFFS FOR JUNE 2020 FOR AMP I

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby accepts the recommendation of the Executive Director for the following amounts to be written-off accounts of the Housing Authority totaling \$101,634.98.

Commissioner Corcoran moved to adopt Resolution #1761, which motion was seconded by *Commissioner Baptista*. All were in favor of this motion.

RESOLUTION #1762 – APPROVAL OF WRITE-OFFS FOR JUNE 2020 FOR AMP II

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby accepts the recommendation of the Executive Director for the following amounts to be written-off accounts of the Housing Authority totaling \$7,661.82.

Commissioner Franceschino moved to adopt Resolution #1628, which motion was seconded by *Commissioner Baptista*. All were in favor of this motion.

RESOLUTION #1763 – AUTHORIZATION TO REJECT ALL BIDS FOR CEILING FANS AT THE HECKMAN HOUSE & JOHN F. O’DONNELL BUILDINGS AND TO RE-ADVERTISE THE JOB

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby rejects all bids for ceiling fans at the Heckman House and John F. O’Donnell buildings and to re-advertise the job. *Commissioner Shelly* moved to adopt Resolution #1763, which motion was seconded by *Commissioner Franceschino*. All were in favor of this motion.

At this time, Maria and Rick of the Newton Housing Authority made a statement, which Chairman Korp requested to be entered into the minutes.

RESOLUTION #1764 – TERMINATION OF NEWTON HA SHARED SERVICE AGREEMENT EFFECTIVE JANUARY 1, 2021

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby rejects the proposed Shared Services Agreement between the Phillipsburg Housing Authority and Newton Housing Authority; and will cease providing managerial services to the Newton Housing Authority as of December 31, 2020, for the purpose of providing a transition period.

Commissioner Decker moved to adopt Resolution #1764, which motion was seconded by *Commissioner Swick*. *Commissioners Corcoran, Swick, Decker,* and *Korp* were in favor. *Commissioners Franceschino, Baptista, Shelly* were opposed.

PUBLIC COMMENT

- Melissa Paulus commented on allegations of retaliation.
- Matt Scerbo commented on personnel.

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

Attorney Fina announced that during executive session, the Commissioners discussed matters of litigation (J.T. v. PHA).

It was realized that members of the public were disconnected from the Webex and there was no further discussion or formal action taken.

ADJOURNMENT

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

