

AGENDA

January 4, 2017

1. CALL TO ORDER

Pledge of Allegiance (Please stand)

2. ROLL CALL

3. ANNOUNCEMENT OF OPEN MEETINGS ACT

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Phillipsburg Housing Authority has caused notice of this meeting to be published by having the date, time, and place posted in the Phillipsburg Housing Authority Lobby, the Phillipsburg Municipal Building Lobby, filed with the Phillipsburg Town Clerk, and advertised in the Express-Times.

4. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 7, 2016

5. APPROVAL OF THE MINUTES OF THE EXECUTIVE MEETING OF DECEMBER 7, 2016

6. BILLS – December, 2016

7. COMMUNICATIONS –

8. REPORT OF THE SECRETARY – TREASURER

- a. Move outs December, 2016
- b. Move ins December, 2016
- c. List of applications December, 2016
- d. Vacancy Report

9. REPORT OF COMMITTEES

FINANCE/BANK BALANCES – December, 2016

RESIDENT

DEVELOPMENT/MODERNIZATION

PERSONNEL

10. ADMINISTRATIVE REPORT

Executive Director's Report

11. NEW BUSINESS

RESOLUTION #: 1451 – Appointment of “JIF Fund Commissioner”

BE IT RESOLVED, that *the Board of Commissioners of the Housing Authority of the Town of Phillipsburg* does hereby appoint W. Paul Rummerfield as its FUND COMMISSIONER for the *New Jersey Public Housing Authority Joint Insurance Fund* for the Fund Year 2017.

RESOLUTION #: 1452 – Payment to “NORWESCAP FSS for ROSS Service Coordinator

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$17,425.00 to “NORWESCAP FSS” for the ROSS Service Coordinator Program.

RESOLUTION#: 1453 –Payment to “Northeast Remote Surveillance”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$9,000.00 to “Northeast Remote Surveillance” for remote surveillance and alarm hardware.

RESOLUTION#: 1454 –Payment to “Home Depot Credit Services”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$4,059.94 to “Home Depot Credit Services” for materials.

RESOLUTION #: 1455 – Write-off of Toro Leaf Vac

BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg approves the write-off of the Toro Leaf Vacuum for scrap and hereby adopts said Resolution #: **1455**.

RESOLUTION #: 1456 – Write-off of Wood Chipper

BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg approves the write-off of the Wood Chipper for scrap and hereby adopts said Resolution #: **1456**.

RESOLUTION #: 1457 – Write-off of Oil Tank

BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg approves the write-off of the Oil Tank for scrap and hereby adopts said Resolution #: **1457**.

RESOLUTION #: 1458 – Amendment to General Counsel Legal Services Resolution #: 1414

BE IT RESOLVED, the *Board of Commissioners’ of the Housing Authority of the Town of Phillipsburg* hereby amends Resolution #1414 Proposal for Legal Services of General Counsel to “*Florio, Perrucci, Steinhardt, & Fader, LLC.*” at the rate of \$160.00 per hour for Legal Counsel Representation and \$90.00 per hour for Paralegal Services Representation for the period only including 7/1/16 to 6/30/17.

RESOLUTION #: 1459 - Amendment to Tenant/Landlord Legal Services Counsel Resolution #: 1413

BE IT RESOLVED, the *Board of Commissioners' of the Housing Authority of the Town of Phillipsburg* hereby amends Resolution #: 1413 Proposal for Legal Services of Tenant/Landlord Counsel to "John Caleca, III, Esquire" at the rate of \$125.00 per hour for the period only including 7/1/16 to 6/30/17.

RESOLUTION #: 1460 - APPROVAL OF INTER-LOCAL AGREEMENT FOR SOLID WASTE DISPOSAL WITH THE POLLUTION CONTROL FINANCING AUTHORITY OF WARREN COUNTY

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves the inter-local agreement with "Pollution Control Financing Authority of Warren County" for Solid Waste Disposal from March 1, 2017 to February 28, 2018 at the rate of \$76 per ton, plus \$3.00 NJDEP Recycling Tax.

RESOLUTION #: 1461 - APPROVAL OF INTER-LOCAL AGREEMENT FOR THE PURCHASE OF GASOLINE, MOTOR FUEL & ROCK SALT WITH THE TOWN OF PHILLIPSBURG FOR THE 2017 CALENDAR YEAR

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

RESOLUTION#: 1462 - APPROVAL OF PAYROLL SERVICES

BE IT RESOLVED, the *Board of Commissioners' of the Housing Authority of the Town of Phillipsburg* hereby awards the Proposal for Payroll Services to "Paychex" at the rate of Two thousand three hundred ninety-three (\$2,393.00) Dollars per year for nineteen employees. There will be a One Dollar and twenty-seven Cent (\$1.27) per check charge for any additional employees. There will be a Sixty (\$60.00) Dollar Annual Fee for W-2 forms with an additional Six (\$6.00) Dollar per form charge. This contract will be from January 1, 2017 to December 31, 2018.

12. PUBLIC COMMENTS

EXECUTIVE SESSION (if needed)

13. ADJOURNMENT