

# AGENDA

November 2, 2016

**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. VISITORS** -None

**5. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 5, 2016**

**6. APPROVAL OF THE MINUTES OF THE EXECUTIVE MEETING OF OCTOBER 5, 2016**

**7. BILLS** -October, 2016

**8. COMMUNICATIONS**

**9. REPORT OF THE SECRETARY - TREASURER**

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

**10. REPORT OF COMMITTEES**

FINANCE/BANK BALANCES - October, 2016

MAINTENANCE

Monthly Activity Report

RESIDENT

DEVELOPMENT/MODERNIZATION

PERSONNEL

## 11. ADMINISTRATIVE REPORT

Executive Director's Report

## 12. NEW BUSINESS

### **RESOLUTION#: 1438 -Payment to "Tenmast Software"**

**BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$5,242.17 to "Tenmast Software" for Staff Training.

### **RESOLUTION#: 1439 -Payment to "Netta Architects"**

**BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$18,000.00 to "Netta Architects" for preliminary design for John F. O'Donnell Apartment Building.

### **RESOLUTION#: 1440 -Payment to "Netta Architects"**

**BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$67.52 to "Netta Architects" for reimbursable expense for John F. O'Donnell Apartment Building.

### **RESOLUTION#: 1441 -Payroll Services**

**BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby rejects the Bid for "Payroll Services".

### **RESOLUTION#: 1442 -Banking Services**

**BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby awards the Bid for General "Banking Services" to "Provident Bank" for the period of January 1, 2017 to December 31, 2018 and awards the Bid for "Payroll Account & Wire Transfer Services" to "PNC Bank", pending review by the accountant.

## PUBLIC COMMENTS

## EXECUTIVE SESSION

## 13. ADJOURNMENT