

AGENDA

March 4, 2015

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

5. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF February 4, 2015

6. BILLS – February, 2015

7. COMMUNICATIONS

Letter from Janet Bray, Development Coordinator, “**NORWESCAP**” regarding Summer Food Service Program.

Email from William Duffy, “**Warren County Board of Elections**” requesting the use of the Maintenance Building & John F. O’Donnell Building for Voters Polling Districts on June 2 and November 3, 2015 from 5:00 AM to 9:00 PM.

8. REPORT OF THE SECRETARY - TREASURER

- a. Move outs – February, 2015
- b. Move ins – February, 2015
- c. List of applications – February, 2015
- d. Vacancy Report

9. REPORT OF COMMITTEES

FINANCE/BANK BALANCES – February, 2015

MAINTENANCE
Monthly Activity Reports

RESIDENTS

DEVELOPMENT/MODERNIZATION

PERSONNEL

10. ADMINISTRATIVE REPORT

Executive Director's Report

RAMM Environmental

Resident Advisory Meeting & Open Public Meeting for Annual Plan/Five Year Plan will be held on March 31, 2015 at 10:00 AM & 10:30 AM consecutively.

11. NEW BUSINESS

Resolution #: 1285 Approval of ACC Amendment to its Capital Fund Program in the amount of \$1,059,803.00

WHEREAS, *the Housing Authority of the Town of Phillipsburg* has received the 2015 ACC Amendment to its Capital Fund Program in the amount of \$1,059,803.00 and

WHEREAS, *the Housing Authority of the Town of Phillipsburg Board of Commissioners* are desirous of authorizing Paul Rummerfield, the Executive Director, to execute the Amendment on behalf of the Phillipsburg Housing Authority and return same to the Department of HUD.

NOW, THEREFORE, BE IT RESOLVED, by the *Board of Commissioners of the Housing Authority of Phillipsburg* to hereby authorize the Executive Director, Paul Rummerfield, to execute the 2015 ACC Amendment to the Capital Fund Program.

Resolution #: 1286 Approval of Write-offs for March, 2015

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby accepts the recommendation of the Executive Director for the following amounts to be written-off accounts of the Housing Authority totaling \$ 17,647.44 for the following:

<u>Amp 1</u>	<u>Total Amounts</u>
Rent Losses	\$ 6,295.58
Vacate Charges	\$ 6,488.11
Other monies owed	\$ 1,988.04

TOTAL WRITE-OFFS AMP I ***\$14,771.73***

Amp II

Rent Losses	\$ 1,792.28
Vacate Charges	\$ 923.43
Other monies owed	\$ 160.00

TOTAL WRITE-OFFS AMP I ***\$ 2,875.71***

EXECUTIVE SESSION (if needed)

12. ADJOURNMENT