

AGENDA

April 6, 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 –

5. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 2, 2016

6. APPROVAL OF THE MINUTES OF THE EXECUTIVE MEETING OF MARCH 2, 2016

7. BILLS –March, 2016

8. COMMUNICATIONS –

9. REPORT OF THE SECRETARY – TREASURER

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

10. REPORT OF COMMITTEES

FINANCE/BANK BALANCES – March, 2016

MAINTENANCE

Monthly Activity Report

RESIDENT

DEVELOPMENT/MODERNIZATION

PERSONNEL

11. ADMINISTRATIVE REPORT

Executive Director's Report

Pool Passes

Air Conditioning Charges

HUD Streamlining Final Rule

12. NEW BUSINESS

RESOLUTION#: 1383-Approval to participate in Educational Services Commission Co-op

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves participation in the Co-op, formerly named *The Middlesex Regional Education Services Commission "MRESC"*, which has now been changed to *"The Educational Services Commission of New Jersey"*. This name was unanimously approved by the New Jersey State Board of Education on Wednesday, March 2.

RESOLUTION#: 1384-Payment to "Pemberton Electrical Supply Co"

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$13,070.77 to *"Pemberton Electrical Supply Co"* for 8-99w LED Post Top Luminaires with Polycarbonate Lens.

RESOLUTION#: 1385-Payment to "Quality Air Specialists, Inc."

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$1,285.00 to *"Quality Air Specialists, Inc."* for post remediation verification conducted on 2/5/16, including travel expenses, time on-site, lab analysis & report.

RESOLUTION#: 1386-Payment to "All Risk"

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$4,500.00 to *"All Risk"* for Mold Remediation.

RESOLUTION#: 1387-Payment to "Bath Supply Co"

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$3,250.00 to *"Bath Supply Co"* for heat exchanger.

RESOLUTION#: 1388-Payment to "Microsoft Corporation"

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$12,256.06 to *"Microsoft Corporation"* for Surface Pro Tablets.

RESOLUTION#: 1389-Payment to "MTB Electric"

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$2,322.52 to *"MTB Electric"* for LED Lights for AMP 24-4.

RESOLUTION#: 1390-Payment to "Staples Advantage"

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$7,040.00 to *"Staples Advantage"* for Printers, Mice, & Netgear.

RESOLUTION#: 1391-Payment to "MTB Electric"

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$2,267.20 to *"MTB Electric"* for LED Lights for AMP 24-4.

RESOLUTION#: 1392–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 \$11,489.88 to “Home Depot Credit Services” for repairs to 507 Elm Avenue & 504 Kneedler Avenue.

RESOLUTION#: 1393–Payment to “NORWESCAP FSS”

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 ROSS Service Coordinator Program.

RESOLUTION#: 1394– Approval of Flat Rent Significant Amendment

WHEREAS, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby amends its flat rent policies to comply with the statutory changes contained within, Public Law 113-76, the Fiscal Year 2014 Appropriation Act.

WHEREAS, *Housing Authority of the Town of Phillipsburg Board of Commissioners* will set the flat rental amount for each public housing unit that complies with the requirement that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted, if necessary, to account for reasonable utilities costs. The new flat rental amount will apply to all new program admissions effective October 1, 2014. For current program participants that pay the flat rental amount, the new flat rental amount will be offered, as well as the income-based rental amount, at the next annual rental option.

NOW THEREFORE BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* will place a cap on any increase in a family’s rental payment that exceeds 35 percent, and is a result of changes to the flat rental amount as follows:

- Multiply the existing flat rental payment by 1.35 and compare that to the updated flat rental amount;
- The PHA will present two rent options to the family as follows:
 - The lower of the product of the calculation and the updated flat rental amount; and
 - The income based rent.

RESOLUTION #: 1395 Approval to Close- Out the 2012 Capital Fund

WHEREAS, *the Housing Authority of the Town of Phillipsburg Board of Commissioners* have provided the Resident Advisory Members and Stephen R. Ellis, Mayor of the Town of Phillipsburg with the Final **2012** Capital Fund HUD-50075.1 Annual Statement/Performance and Evaluation Report, and

WHEREAS, said HUD-50075.1 Annual Statement/Performance and Evaluation reports contain:

Part I: Summary, Part II: Supporting Pages and Part III: Implementation Schedule for Capital Fund Financing Program, and

WHEREAS, no comments have been received by the Resident Advisory Members or Stephen R. Ellis, Mayor of the Town of Phillipsburg.

NOW, THEREFORE, BE IT RESOLVED, *by the Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approve the Final **2012** Capital Fund Program and approve HUD 50075.1 Annual Statement/Performance and Evaluation Report to Close-Out the **2012** Capital Fund Program and submit to U.S. Department of Housing And Urban Development (HUD).

RESOLUTION#: 1396–Approval to close One (1) Bedroom & Two (2) Bedroom Low Income Waiting Lists with the exception of local preference.

WHEREAS, *the Board of Commissioners of the Housing Authority of the Town of Phillipsburg* is desirous of closing the waiting list for the One (1) Bedroom & Two (2) Bedroom low income family units due to the excessive number of public housing applicants waiting for assistance. Applications will only be accepted for local preferences.

BE IT RESOLVED, *the Board of Commissioners of the Housing Authority of the Town of Phillipsburg* hereby approves the closing of the waiting list for the One (1) Bedroom & Two (2) Bedroom low income family units with the exception of local preference, effective immediately.

RESOLUTION #: 1397 – Approval of Audit Services to “Polcari & Company, CPA”

BE IT RESOLVED, *the Housing Authority of the Town of Phillipsburg Board of Commissioners* approved Polcari & Company, CPA as the PHA Auditor in the amount of \$7,500 per year for fiscal years July 1, 2015 to June 30, 2016 and fiscal year July 1, 2016 to June 30, 2017.

RESOLUTION#: 1398- Approve Purchase of Electricity from ENERGY.me

BE IT RESOLVED, *the Board of Commissioners’ of the Housing Authority of the Town of Phillipsburg* hereby awards the Proposal for the Purchase of Electricity to “*ENERGY.me*” at a fixed rate of .07404 per kwh from May 1, 2016 to April 30, 2017.

13. PUBLIC COMMENTS

EXECUTIVE SESSION (if needed)

14. ADJOURNMENT