

AGENDA

May 2, 2018

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 APRIL 4, 2018

5. APPROVAL OF THE MINUTES OF THE EXECUTIVE MEETING OF APRIL 4, 2018

6. BILLS – April 2018

7. COMMUNICATIONS – ROSS Award Letter

8. VISITORS

9. REPORT OF THE SECRETARY – TREASURER

- a. Move outs April 2018
- b. Move ins April 2018
- c. Applications April 2018
- d. Vacancy Report

10. REPORT OF COMMITTEES

FINANCE/BANK BALANCES – April 2018

RESIDENT

DEVELOPMENT/MODERNIZATION

PERSONNEL

11. ADMINISTRATIVE REPORT

Executive Director's Report

12. NEW BUSINESS

RESOLUTION#: 1579- Approval of Payment to “MRI Software, LLC”

BE IT RESOLVED, Housing Authority of the Town of Phillipsburg Board of Commissioners hereby approves and authorizes said payment in the amount of \$4,478.33 to “MRI Software, LLC” for applicant access-support maintenance-web.

RESOLUTION#: 1580- Approval of Payment to “VDA, LLC”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$11,082.40 to “VDA, LLC” for consulting services – traction elevator for Andover-Kent

RESOLUTION#: 1581- Approval of Payment to “Orlando Diefenderfer Electrical”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$3,386.14 to “Orlando Diefenderfer Electrical” for electrical services for new maintenance shop.

RESOLUTION#: 1582- Approval of Payment to “Sunshine Tree & Landscape”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$10,900.00 to “Sunshine Tree & Landscape” for AMP 1, 2018 Tree Services.

RESOLUTION#: 1583- Approval of Payment to “Mechanical Preservation Associates, Inc.”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$8,085.48 to “Mechanical Preservation Associates, Inc.” for installation of New Maintenance heating.

RESOLUTION#: 1584- Approval of Payment to “Window Film Depot, Inc.”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$25,254.00 to “Window Film Depot, Inc.” for window film for HH, Community Building & JFO.

RESOLUTION#: 1585- Approval of Payment to “Tremco/Weatherproofing Technologies, Inc.”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$130,771.13 to “Tremco/Weatherproofing Technologies, Inc.” for AMP II Roofing Materials.

RESOLUTION #: 1586 – Approval of Boiler and Heating Maintenance Services proposal from “MPA Mechanical Contractors, Inc.” for all developments

WHEREAS, *the Housing Authority of the Town of Phillipsburg* has advertised for proposals for Boiler and Heating Maintenance Services for all developments.

WHEREAS, one proposal was received from:

MPA Mechanical Contractors

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg that after reviewing the above proposals, hereby awards the Boiler & Heating Maintenance Services to “MPA Mechanical Contractors, Inc.” at the rate of \$98.00 per hour for mechanics and \$78.00 per hour for mechanics helpers.

RESOLUTION #: 1587 – Approval of Electrical Services to “Magic Touch Construction”

WHEREAS, *the Housing Authority of the Town of Phillipsburg* has advertised for proposals for Electrical Service.

WHEREAS, the following proposals were received:

Magic Touch Construction

Power with Prestige

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg that after reviewing the above proposals, hereby awards the Electrical Services

contract to "Magic Touch Construction" at the rate of \$98.75 per hour for Electricians and \$66.35 per hour for Electricians Helpers.

RESOLUTION #: 1588 – Approval of Section 8 request to HUD

WHEREAS, the *Housing Authority of the Town of Phillipsburg (HATOP)* is seeking the Request of the *U.S. Department of Housing and Urban Development (HUD)*; and

WHEREAS, said Request of the *U.S. Department of Housing and Urban Development (HUD)* is the transfer of the Town of Phillipsburg Two-Hundred and Ten (210) Section 8 Management Assessment Program (SEMAP) Housing Voucher Program; and

WHEREAS, said Request of the *U.S. Department of Housing and Urban Development (HUD)* will be for the *Housing Authority of the Town of Phillipsburg (HATOP)* to administer the Two-Hundred Ten (210) Section 8 Management Assessment Program Housing Voucher Program; transfer date July 1, 2018; and

NOW THEREFORE BE IT RESOLVED, the *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby authorizes W. Paul Rummerfield, Executive Director to seek this request of the *U.S. Department of Housing and Urban Development (HUD)*.

RESOLUTION #: 1589 – Approval of Heating, Ventilation, & Air Conditioning (HVAC) Service Agreement for Airconditioning unit at John F. O'Donnell Apartment.

BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg that after reviewing the above proposals, hereby awards the HVAC Service Agreement for the Airconditioning Unit at John F. O'Donnell Apartments to "Carrier" at the rate of \$27,085.60 for a term of three years.

RESOLUTION #: 1590 – Approval to negotiate for qualified contractor for outside vestibule since The Housing Authority went out to bid twice and did not receive any bids.

BE IT RESOLVED, the *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby authorizes W. Paul Rummerfield, Executive Director to seek negotiate for a qualified contractor for the outside vestibule area.

RESOLUTION #: 1591 – Approval of Heating, Ventilation, & Air Conditioning (HVAC) Services proposal from "Envirocon" for all developments

WHEREAS, the *Housing Authority of the Town of Phillipsburg* has advertised for proposals for Heating, Ventilation, & Air Conditioning (HVAC) Services for all developments.

WHEREAS, the following proposals were received:

Binsky Service

Envirocon

MPA Mechanical Contractors

HT Lyons

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg that after reviewing the above proposals, hereby awards the HVAC Services contract to "Envirocon" at the rate of \$85.00 per hour for mechanics and \$85.00 per hour for mechanics helpers.

RESOLUTION #: 1592 – Approval to extend the award of Architectural Services for an additional Thirty (30) Days.

BE IT RESOLVED, the *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby authorizes W. Paul Rummerfield, Executive Director to extend the award for Architectural Services for an additional thirty (30) days.

RESOLUTION #: 1593 – Approval for Change Order # 1 to WTI Contracting to change roof.

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said Change Order #1 to be credited in the amount of \$32,943.50 to change roof from 20 year fully reinforced Alphaguard Bio to 15 year Alphaguard Non Reinforced Restoration System.

RESOLUTION #: 1594 – Approval for Change Order # 2 to WTI Contracting add Superintendent Days.

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said Change Order #2 in the amount of \$6,632.96 to include eight (8) additional superintendent days.

13. PUBLIC COMMENTS

EXECUTIVE SESSION

14. ADJOURNMENT