

AGENDA

May 6th, 2020

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 ensure 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. **BILLS - MARCH 2020**

5. **NEW BUSINESS**

RESOLUTION#: 1752 - Approval of Amendment to Section VI(C)(3) – Accumulated Sick Leave Payment as written below:

Amend Section VI(C)(3) of the Employee Handbook to increase from \$12,000 to \$15,000 the supplemental compensation payment to employees, upon retirement, for earned and unused accumulated sick leave, and eliminate exception for Division and Department Heads, except for Mr. Rummerfield, so the Phillipsburg Housing Authority Handbook Section VI(C)(3) shall read as follows:

C. ACCUMULATED SICK LEAVE PAYMENT

3. The supplemental compensation payment to be paid hereunder, shall be computed at the rate of one-half (1/2) of the employees daily base rate of pay for each day of earned and unused accumulated sick leave based upon the average annual base rate compensation received during the last year of his/her employment, prior to the effective date of his/her retirement, provided however, that no such lump sum payment of supplemental compensation shall exceed \$15,000.00. This limitation does not apply to the Executive Director holding such position prior to January 1, 2020.

RESOLUTION #: 1753 – Approval for Final 2016 Capital Fund Budget Revision:

WHEREAS, there is a need for the continuation of a major renovation and maintenance program at all of the Housing Authority’s Low Income Public Housing Projects; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requests Capital Fund Program (CFP) budgets to be revised to reflect current items of need; and

WHEREAS, at this time it is necessary to approve a final budget revision for the Housing Authority’s 2016 Capital Fund Program No. NJ39P024501-16, identified as Revision No. 2 to adjust the following accounts:

<u>Line Item</u>	<u>Increase/Decrease</u>
Dwelling Equipment	-\$8,706.43
Dwelling Structurers	<u>+\$8,706.43</u>
Total Net Change	- 0 -

NOW, THEREFORE, be it resolved by the Commissioners of the Housing Authority of the Town of Phillipsburg to hereby approve Budget Revision #2 to the 2016 Capital Fund Program.

NOW, THEREFORE, be it resolved by the Commissioners of the Housing Authority of the Town of Phillipsburg to adopt said resolution.

RESOLUTION#: 1754 - Approval of 2020-2021 Budget

WHEREAS, the Annual Budget and Capital Budget/Program for the Phillipsburg Housing Authority for the fiscal year beginning July 1, 2020 and ending, June 30, 2021 has been presented for adoption before the governing body of the Phillipsburg Housing Authority at its open public meeting of May 6, 2020; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 5,227,991, Total Appropriations, including any Accumulated Deficit, if any, of \$4,877,920 and Total Unrestricted Net Position utilized of \$ 0 ; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$710,000 and Total Unrestricted Net Position planned to be utilized of \$ 0 ; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Phillipsburg Housing Authority, at an open public meeting held on May 6, 2020 that the Annual Budget and Capital Budget/Program of the Phillipsburg Housing Authority for the fiscal year beginning, July 1, 2020 and, ending, June 30, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

RESOLUTION #:1755 - Approval of Air Conditioner Sleeves at the John F. O'Donnell to "Terrance Getz Construction" for \$178,500 with alternate one at \$10,000 for a total of \$188,500

WHEREAS, *the Housing Authority of the Town of Phillipsburg* has advertised for bids for the installation of air conditioner sleeves at the John F. O'Donnell.

WHEREAS, the following proposals were received:

Terrance Getz Construction

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg that after reviewing the above bids, hereby awards the contract for air conditioner sleeves to Terrance Getz Construction at a total cost of \$188,500.

RESOLUTION #: 1756 – Approval of the Heckman Terrace Roof Canopy Replacement to Automatic Door Systems at a cost of \$258,485 for 220 Units

WHEREAS, *the Housing Authority of the Town of Phillipsburg* has advertised for bids for the Heckman Terrace Roof Canopy Replacement.

WHEREAS, the following proposals were received:

Lobb Roofing

Automatic Door Systems

Joseph Hamilton Construction

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg that after reviewing the above bids, hereby awards the Heckman Terrace Roof Canopy Replacement of 220 Units to Automatic Door Systems.

PUBLIC COMMENTS

6. ADJOURNMENT