

AGENDA

June 3rd, 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 – MAY 2020

5. NEW BUSINESS

RESOLUTION#: 1757 - Approval of Fee Accountant Services to “William Katchen, CPA”:

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby awards the Proposal for Fee Accounting Services to “William Katchen” at the rate of \$3,000.00 per month for the period of 7/1/2020 to 6/30/2021. Second year option is for the same price.

RESOLUTION#: 1758- Approval of Tenant/Landlord Legal Services to “John Caleca III, Esq”

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby awards the Proposal for Legal Services of Tenant/Landlord Counsel to “John Caleca III, Esquire” a retainer fee in the sum of Eighteen Thousand (\$18,000.00) Dollars payable in twelve (12) monthly installments of One thousand five hundred (\$1,500.00) for up to thirty (30) tenant landlord filings per month and the sum of \$150.00 per hour for each additional tenant landlord filing in excess of thirty (30) for the period of 7/1/2020 to 6/30/2021.

RESOLUTION #: 1759 – Approval of General Counsel Legal Services to “Florio, Perrucci, Steinhardt, Cappelli, Tipton & Taylor, LLC”

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby awards the Proposal for Legal Services of General Counsel to “Florio, Perrucci, Steinhardt, Cappelli, Tipton & Taylor, LLC.” at the rate of \$175.00 per hour for Legal Counsel Representation and \$95.00 per hour for Paralegal Services Representation for the period of 7/1/2020 to 6/30/2021.

RESOLUTION #: 1760 – Approval of Audit Services to “Hymanson, Parnes & Giampaolo”

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby awards the Proposal for Audit Services to “Hymanson, Parnes & Giampaolo” at the rate of \$8,025 for fiscal year 7/1/2020 to 6/30/2021. Second year option is for the same price.

RESOLUTION #: 1761 - Approval of Write-offs for June 2020 for Amp I

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby accepts the recommendation of the Executive Director for the following amounts to be written-off accounts of the Housing Authority totaling \$101,634.98 for the following:

| <u>Amp 1</u> | <u>Total Amounts</u> |
|--------------------------------------|-----------------------------|
| Rent Losses | \$ 60,000.04 |
| Vacate Charges | \$ 30,300.04 |
| Other monies owed | \$ 11,334.90 |
| <i>TOTAL WRITE-OFFS AMP I</i> | <i>\$101,634.98</i> |

RESOLUTION #: 1762 - Approval of Write-offs for June 2020 for Amp II

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby accepts the recommendation of the Executive Director for the following amounts to be written-off accounts of the Housing Authority totaling \$7,661.82 for the following:

| <u>Amp II</u> | |
|---------------------------------------|---------------------------|
| Rent Losses | \$ 2,631.54 |
| Vacate Charges | \$ 1,079.47 |
| Other monies owed | \$ 3,950.81 |
| <i>TOTAL WRITE-OFFS AMP II</i> | <i>\$ 7,661.82</i> |

RESOLUTION #: 1763 - Authorization to reject all bids for ceiling fans at the Heckman House & John F. O'Donnell buildings and to re-advertise the job

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby rejects all bids for ceiling fans at the Heckman House and John F. O'Donnell buildings and to re-advertise the job.

RESOLUTION #: 1764 - Termination of Newton HA Shared Service Agreement effective January 1st, 2021 (language being worked on by attorney)

PUBLIC COMMENTS

- 6. EXECUTIVE SESSION - Pending Litigation, Personnel Matters, and Contractual Matters**
- 7. ADJOURNMENT**