

# AGENDA

July 8, 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 May 6, 2015**

**6. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF June 3, 2015**

**7. BILLS – June, 2015**

**8. COMMUNICATIONS**

ROSS update from Norma

**9. REPORT OF THE SECRETARY – TREASURER**

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

**10. REPORT OF COMMITTEES**

FINANCE/BANK BALANCES –June, 2015

MAINTENANCE

Monthly Activity Report

RESIDENTS

DEVELOPMENT/MODERNIZATION

PERSONNEL

## 11. ADMINISTRATIVE REPORT

Executive Director's Report

## 12. NEW BUSINESS

**RESOLUTION#: 1314 Budget Revision Number "2" for the 2011 Capital Fund Budget**  
**BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg, hereby approves Budget Revision #2 to the 2011 Capital Fund Program No. NJ39P0245011 on July 8, 2015.

**RESOLUTION#: 1315 Budget Revision Number "1" for the 2012 Capital Fund Budget**  
**BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the Town of Phillipsburg, hereby approves Budget Revision #1 to the 2012 Capital Fund Program No. NJ39P0245012 on July 8, 2015.

**RESOLUTION #: 1316 Approval of Payment to "Pride Construction"**  
**BE IT RESOLVED**, Housing Authority of the Town of Phillipsburg Board of Commissioners hereby approves and authorizes said payment in the amount of \$6,449.00 to Pride Construction.

**RESOLUTION #: 1317 Approval of Payment to "Pride Construction"**  
**BE IT RESOLVED**, Housing Authority of the Town of Phillipsburg Board of Commissioners hereby approves and authorizes said payment in the amount of \$1,700.00 to Pride Construction.

**RESOLUTION #: 1318 Approval of Payment to "LAN Associates"**  
**BE IT RESOLVED**, Housing Authority of the Town of Phillipsburg Board of Commissioners hereby approves and authorizes said payment in the amount of \$4,740.00 to "LAN Associates" for a study for the upgrading of the Heckman Annex's present heating and hot water system.

**RESOLUTION #: 1319 Approval of Payment to "JG Drywall"**  
**BE IT RESOLVED**, Housing Authority of the Town of Phillipsburg Board of Commissioners hereby approves and authorizes said payment in the amount of \$58,089.50 to JG Drywall for Renovations to Andover-Kent Towers.

**RESOLUTION #: 1320 Approval of 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 \$1,460.00 to Quality Air Specialists, Inc. for evaluation of unit on Elm Avenue.

**RESOLUTION#: 1321 -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 \$18,855.05 to "MTB Electric" for the installation of LED building lights, bucket truck & materials for 24-1.

**RESOLUTION#: 1322-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 \$1,543.43 to “*Pemberton Electrical Supply Co.*” for flood lights and photo cell for LED.

**RESOLUTION#: 1323-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 \$37,447.08 to “*Pemberton Electrical Supply Co.*” for lighting, wall fixtures, pole fixtures and pole installation.

**RESOLUTION#: 1324 -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 \$23,417.89 to “*MTB Electric*” for the installation of LED building lights, bucket truck & materials for 24-1.

**RESOLUTION#: 1325 - Final 2011 Capital Fund Program (CFP) HUD-50075.1 Annual Statement/Performance and Evaluation Report**

**WHEREAS**, the Board of Commissioners of the *Housing Authority of the Town of Phillipsburg* have provided the *Resident Advisory Board* and the Mayor of the *Town of Phillipsburg* with the Final 2011 Capital Fund Program (CFP) HUD-50075.1 Annual Statement/Performance and Evaluation Report; and;

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

**NOW THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the *Housing Authority of the Town of Phillipsburg* hereby approve the final 2011 Capital fund Program (CFP) and approve HUD-50075.1 Annual Statement/Performance and Evaluation Report to be submitted to Close-Out the 2011 Capital Fund Program (CFP).

**RESOLUTION#: 1326- Adoption of Annual and Capital Budget for Fiscal Year beginning July 1, 2015 and ending June 30, 2015**

**WHEREAS**, the Annual Budget and Capital Budget for the *Housing Authority of the Town of Phillipsburg* for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016 has been presented for Adoption before the Commissioners of the Housing Authority, at its open public meeting of May 6, 2015; 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 \$4,951,502.00; Total Appropriations, including any Accumulated Deficit, if any, of \$4,932,290.00 and Total Fund Balance utilized of \$0;

**WHEREAS**, the Capital Budget as presented for Adoption reflects Total Capital Appropriations of **\$570,000.00** and Total Fund Balance planned to be utilized as funding thereof, of **\$0**; and

**NOW THEREFORE BE IT RESOLVED**, by *the Board of Commissioners of the Housing Authority of the Town of Phillipsburg*, at an open public meeting held on May 6, 2015 the Annual Budget and the Capital Budget/Program of the Housing Authority for the Fiscal Year beginning 7/1/2015 and ending 6/30/2016; 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 Local Government Services.

**EXECUTIVE SESSION** (if needed)

**13.ADJOURNMENT**