

AGENDA

August 1, 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 MAY 2, 2018

5. APPROVAL OF THE MINUTES OF THE EXECUTIVE MEETING OF MAY 2, 2018

6. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JUNE 6, 2018

7. APPROVAL OF THE MINUTES OF THE EXECUTIVE MEETING OF JUNE 6, 2018

8. BILLS – June & July 2018

9. COMMUNICATIONS

10. VISITORS

11. REPORT OF THE SECRETARY – TREASURER

- a. Move ins June & July 2018
- b. Move outs June & July 2018
- c. Applications June & July 2018
- d. Vacancy Report

12. REPORT OF COMMITTEES

FINANCE/BANK BALANCES – June & July 2018

RESIDENT

DEVELOPMENT/MODERNIZATION

PERSONNEL

13. ADMINISTRATIVE REPORT

Executive Director's Report

14. NEW BUSINESS

RESOLUTION #: 1618 – Approval for Change Order # 3 to WTI Contracting for additional application of top coating for silica sand application.

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said Change Order #3 in the amount of \$59,710.15 for additional application of top coating for silica sand application.

RESOLUTION#: 1619- Approval of Payment to “General Supply”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$3,338.00 to “*General Supply*” for Roof Access Door Hardware for 24-3, 24-4, & 24-5.

RESOLUTION#: 1620- Approval of Payment to “Consolidated Steel & Aluminum Fence Co”

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$44,421.25 to “*Consolidated Steel & Aluminum Fence Co*” for Chain Link Fencing & Gates.

RESOLUTION#: 1621 – Emergency Repair for Air Conditioning Unit at PHA Office

BE IT RESOLVED, at the recommendation of Brian Hirosky, Facilities/Operations Manager, the *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said repairs to the Air Conditioning Unit at the Phillipsburg Housing Authority Office located at 530 Heckman Street, at a cost not to exceed Nine thousand seven hundred eighty-three (\$9,793.00) Dollars without prior approval from the Board of Commissioners.

RESOLUTION#: 1622- 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 \$9,157.60 to “*VDA LLC*” for architectural services for Elevator at Andover-Kent Towers.

RESOLUTION#: 1623- Approval of Capital Fund Management Consulting Services

BE IT RESOLVED, the *Board of Commissioners’ of the Housing Authority of the Town of Phillipsburg* hereby awards the Proposal for Capital Fund Management Consulting Services to “*LMTD, LLC.*” (*Lucia Delopoulos*) at the rate of \$19,800.00 per year, plus a rate of \$125.00 per day for additional services.

RESOLUTION#: 1624- Approval to amend Procurement Policy Section II B-5, Sections III B-1, B-3, B-4, B-5, B-6, C-6b(1), C-6c(1), D-3, & VIII B-6.

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes amendments to the Procurement Policy.

RESOLUTION#: 1625 – Emergency Repair for Power Outage in the Heckman Terrace.

BE IT RESOLVED, at the recommendation of Brian Hirosky, Facilities/Operations Manager, the *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby authorizing Diefenderfer Electrical Contractors to perform emergency repairs from power outage in the family units due to lightning striking a transformer for health and safety concerns for the tenants.

RESOLUTION#: 1626 – Approval to accept Insurance Claim Profit & Loss Statement for tenant caused water damage at Heckman House Apartment Complex and Phillipsburg Housing Authority Offices.

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and accepts said Insurance Claim Profit & Loss Statement in the amount of \$42,628.12 for losses caused by tenant to Heckman House Apartment Complex and Phillipsburg Housing Authority Offices.

15. PUBLIC COMMENTS

EXECUTIVE SESSION

16. ADJOURNMENT