

AGENDA

AUGUST 8, 2023

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, advertised in the Express-Times and on the Phillipsburg Housing Authority Website.

4. PUBLIC COMMENTS

5. APPROVAL OF THE MINUTES OF THE REGULAR MEETING ON JUNE 7, 2023

6. APPROVAL OF THE MINUTES OF THE EXECUTIVE SESSION MEETING ON JUNE 7, 2023

7. BILLS – JUNE & JULY 2023

8. COMMUNICATIONS

9. ADMINISTRATIVE REPORT

(Executive Director’s Report)

10. REPORT OF THE SECRETARY TREASURER

- a. Move Outs
- b. Move Ins
- c. List of Applications
- d. Vacancy Report

11. REPORT OF COMMITTEES

- a. Finance/Bank Balances
- b. Personnel

12. NEW BUSINESS

RESOLUTION #: 2059 - APPROVAL TO ACCEPT PROPOSAL RECEIVED FOR POWER WASHING SERVICES FROM “INTERSTATE POWERWASHING”

WHEREAS, the Housing Authority of the Town of Phillipsburg has re-advertised for bids for Power Washing Services; and,

WHEREAS, the Housing Authority of the Town of Phillipsburg received one bid from “Interstate Powerwashing” for the amounts below; and,

Interstate Powerwashing

Annex - \$17,820.00 Terrace – \$36,382.00 JOD Gazebo - \$625.00 AKT Gazebo - \$312.00 Total \$55,139.00

WHEREAS, the Proposal has been reviewed for completeness and compliance; and,

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves the bid for Power Washing Services with “*Interstate Powerwashing*”.

RESOLUTION #: 2060 - Approval to offer Second Year Option for Capital Fund Management Consulting Services to “LMTD, LLC.” (Lucia Delopoulos).

WHEREAS, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with “LMTD, LLC. (Lucia Delopoulos)” and;

WHEREAS, “LMTD, LLC. (Lucia Delopoulos)” is hereby requesting to exercise the second- year option from August 1, 2023, through July 31, 2024 for Capital Fund Management Consulting Services.

NOW THEREFORE BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves the second-year option for Capital Fund Management Consultant Services to “LMTD, LLC. (Lucia Delopoulos)” at the rate of \$20,4000.00 per year (\$1,700.00 per month) for the period of September 1, 2023, through August 31, 2024.

RESOLUTION #: 2061 - APPROVAL TO REJECT BID RECEIVED FOR REVIEW & UPGRADE OF SURVEILLANCE SYSTEM

WHEREAS, *the Housing Authority of the Town of Phillipsburg* has advertised for bids for Services to Review and Upgrade the Surveillance System including Hardware, Software, Installation & Maintenance Services; and,

WHEREAS, the Housing Authority of the Town of Phillipsburg wishes to Reject the Bid due to changing the specifications for the Surveillance System Upgrade; and,

BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby rejects the Bid received for the Review & Upgrade of the Surveillance System including Hardware, Software, Installation & Maintenance.

RESOLUTION #: 2062 - APPROVAL OF PAYMENT TO “O&S ASSOCIATES” FOR JOHN F. O’DONNELL ELEVATOR REPLACEMENT

WHEREAS, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with “O&S Associates” and;

WHEREAS, “O&S Associates” is hereby requesting payment in the amount of \$2,000.00 for John F. O’Donnell Elevator Replacement, and;

NOW, THEREFORE, BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$2,000.00 to “O&S Associates” for John F. O’Donnell Elevator Replacement.

RESOLUTION #: 2063 - APPROVAL OF PAYMENT TO “OFFICE MASTER” FOR OFFICE CHAIRS

WHEREAS, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with “Office Master” and;

WHEREAS, “Office Master” is hereby requesting payment in the amount of \$1,794.00 for Five (5) Office Chairs, and;

NOW, THEREFORE, BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$2,000.00 to "Office Master" for Office Chairs.

RESOLUTION #: 2064 - APPROVAL OF PAYMENT TO "ONBOARD ENGINEERING CORP" FOR NEW HEATING & HOT WATER IN THE HECKMAN TERRACE ANNEX

WHEREAS, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "Onboard Engineering Corp" and;

WHEREAS, "Onboard Engineering Corp" is hereby requesting payment in the amount of \$13,000.00 for New Heating & Hot Water Systems in the Heckman Terrace Annex, and;

NOW, THEREFORE, BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$13,000.00 to "Onboard Engineering Corp" for New Heating & Hot Water Systems in the Heckman Terrace Annex.

RESOLUTION #: 2065 - APPROVAL OF PAYMENT TO "O&S ASSOCIATES" FOR FACADE REPAIR TO THE JOHN F. O'DONNELL EXTERIOR

WHEREAS, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "O&S Associates" and;

WHEREAS, "O&S Associates" is hereby requesting payment in the amount of \$5,300.00 for Facade Repair to the John F. O'Donnell Exterior, and;

NOW, THEREFORE, BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$5,300.00 to "O&S Associates" for Facade Repair to the John F. O'Donnell Exterior.

RESOLUTION #: 2066 - APPROVAL OF PAYMENT TO "CURRENT ELEVATOR TECHNOLOGY" FOR MATERIALS & CONSTRUCTION OF JOHN F. O'DONNELL ELEVATORS

WHEREAS, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "Current Elevator Technology" and;

WHEREAS, "Current Elevator Technology" is hereby requesting payment in the amount of \$106,200.00 for Materials & Construction to the John F. O'Donnell Elevators, and;

NOW, THEREFORE, BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$106,200.00 to "Current Elevator Technology" for Materials & Construction of John F. O'Donnell Elevators.

RESOLUTION #: 2067 - APPROVAL OF PAYMENT TO "O&S ASSOCIATES" FOR FACADE REPAIR TO THE JOHN F. O'DONNELL EXTERIOR

WHEREAS, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "O&S Associates" and;

WHEREAS, "O&S Associates" is hereby requesting payment in the amount of \$8,200.00 for Facade Repair to the John F. O'Donnell Exterior, and;

NOW, THEREFORE, BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$8,200.00 to "O&S Associates" for Facade Repair to the John F. O'Donnell Exterior.

RESOLUTION #: 2068 - APPROVAL OF PAYMENT TO "ONBOARD ENGINEERING CORP" FOR NEW HEATING & HOT WATER IN THE HECKMAN TERRACE ANNEX

WHEREAS, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "Onboard Engineering Corp" and;

WHEREAS, "Onboard Engineering Corp" is hereby requesting payment in the amount of \$15,250.00 for New Heating & Hot Water Systems in the Heckman Terrace Annex, and;

NOW, THEREFORE, BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$15,250.00 to "Onboard Engineering Corp" for New Heating & Hot Water Systems in the Heckman Terrace Annex.

13. COMMISSIONER COMMENTS

14. EXECUTIVE SESSION (if needed)

15. ADJOURNMENT