

AGENDA

September 6, 2017

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 ANNUAL MEETING OF AUGUST 2, 2017

5. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 2, 2017

6. APPROVAL OF THE MINUTES OF THE EXECUTIVE MEETING OF AUGUST 2, 2017

7. BILLS –AUGUST, 2017

8. COMMUNICATIONS – Thank you from NORWESCAP Food Bank

9. REPORT OF THE SECRETARY – TREASURER

- a. Move outs August 2017
- b. Move ins August 2017
- c. List of applications August 2017
- d. Vacancy Report

10. REPORT OF COMMITTEES

FINANCE/BANK BALANCES – August 2017

RESIDENT

DEVELOPMENT/MODERNIZATION

PERSONNEL

11. ADMINISTRATIVE REPORT

Executive Director's Report

12. NEW BUSINESS

RESOLUTION#: 1513 - Approval of 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 \$4,015.40 to “*MTB Electric*” for six (6) lights along the side of the units on Roseberry Street.

RESOLUTION#: 1514 - Approval of Payment to Ferguson Enterprises, Inc.

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$38,712.36 to “*Ferguson Enterprises, Inc.*” for new toilets & hardware and bathroom faucets.

RESOLUTION#: 1515 - Approval of Payment to Lobb Roofing

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$36,39.87 to “*Lobb Roofing*” for gutters and downspouts for 24-1.

RESOLUTION#: 1516 - Approval of Payment to Home Depot Credit Services

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$24,670.04 to “*Home Depot Credit Services*” for Bathroom Exhaust Fans & Kitchen Faucets for 24-1.

RESOLUTION#: 1517 - Approval of Payment to Lowe’s Home Center

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$24,551.98 to “*Lowe’s Home Center*” for awning materials for 24-2.

RESOLUTION#: 1518 - Approval of Payment to Home Depot Credit Services

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$35,938.48 to “*Home Depot Credit Services*” for flooring for Heckman House and John F. O’Donnell & Annex Bathrooms.

RESOLUTION#: 1519 - Approval of Payment to Home Depot Credit Services

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$4,982.25 to “*Home Depot Credit Services*” for 1x4 LED Edge Lit Flat Panel Flush mount and Frigidare Refrigerators.

RESOLUTION#: 1520 - Approval of Payment to Home Depot Credit Services

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$5,350.39 to “*Home Depot Credit Services*” for High Rise LED Lighting.

RESOLUTION#: 1521 - Approval of Payment to Northeast Remote Surveillance

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$35,938.48 to “*Northeast Remote Surveillance*” for Watson PTZ, Comtec repairs & adjustments, PTZ Camera Dome Replacements, Watson Bridge Replacement, 4 MegaPixel Fixed Camera.

RESOLUTION#: 1522 - Approval of Payment to Franklin-Griffith LLC

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$2,180.70 to “*Franklin-Griffith, LLC*” for Green Street LED Parking Lot Lights.

RESOLUTION#: 1523 - Approval of Payment to Home Depot Credit Services

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$35,938.48 to “*Home Depot Credit Services*” for flooring for Heckman House and John F. O’Donnell & Annex Bathrooms.

RESOLUTION#: 1524-Approval to temporarily close ALL PHA Waiting Lists

WHEREAS, *the Board of Commissioners of the Housing Authority of the Town of Phillipsburg* is desirous of closing all PHA waiting lists due to the excessive number of public housing applicants waiting for assistance.

BE IT RESOLVED, *the Board of Commissioners of the Housing Authority of the Town of Phillipsburg* hereby approves the closing of all Waiting Lists, effective immediately.

RESOLUTION #: 1525 - Approval for the Amendment of Write-offs for June, 2017 for Amp I

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby accepts the recommendation of the Executive Director for the following amended amounts to be written-off accounts of the Housing Authority totaling \$ 101,635.78 for the following:

<u>Amp 1</u>	<u>Total Amounts</u>
Rent Losses	\$ 68,871.00
Vacate Charges	\$ 19,600.38
Other monies owed	\$ 13,164.40
TOTAL WRITE-OFFS AMP I	\$101,635.78

RESOLUTION #: 1526 - Approval for the Amendment of Write-offs for June, 2017 for Amp II

BE IT RESOLVED, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby accepts the recommendation of the Executive Director for the following amended amounts to be written-off accounts of the Housing Authority totaling \$ 6,423.90 for the following:

<u>Amp II</u>	
Rent Losses	\$ 3,808.48
Vacate Charges	\$ 2,175.42
Other monies owed	\$ 440.00
TOTAL WRITE-OFFS AMP II	\$ 6,423.90

13. PUBLIC COMMENTS

EXECUTIVE SESSION

14. ADJOURNMENT