

# AGENDA

September 7, 2016

**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** -None

**5. APPROVAL OF THE MINUTES OF THE ANNUAL MEETING OF AUGUST 3, 2016**

**6. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 3, 2016**

**7. APPROVAL OF THE MINUTES OF THE EXECUTIVE MEETING OF AUGUST 3, 2016**

**8. BILLS** -August, 2016

**9. COMMUNICATIONS**

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

- a. Move outs August, 2016
- b. Move ins August, 2016
- c. List of applications August, 2016
- d. Vacancy Report

**11. REPORT OF COMMITTEES**

FINANCE/BANK BALANCES – August, 2016

MAINTENANCE

Monthly Activity Report

RESIDENT

DEVELOPMENT/MODERNIZATION

PERSONNEL

**12. ADMINISTRATIVE REPORT**

Executive Director's Report

**13. NEW BUSINESS**

**RESOLUTION#: 1427- Approval of Indemnity and Trust Agreement for the New Jersey Public Housing Authority Joint Insurance Fund Membership Renewal**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves the Continued Membership in the New Jersey Public Housing Authority Joint Insurance Fund (JIF).

**RESOLUTION#: 1428 -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 \$1,665.76 to "Home Depot Credit Services" for the 504 Kneeder Avenue.

**RESOLUTION#: 1429 -Payment to "New Jersey Door Works, LLC"**

**BE IT RESOLVED**, Housing Authority of the Town of Phillipsburg Board of Commissioners hereby approves and authorizes said payment in the amount of \$2,499.00 to "New Jersey Door Works, LLC" to replace wrestling room exterior door.

**RESOLUTION#: 1430 -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 \$766.17 to "Ferguson Enterprises, Inc." for Plumbing & Bathroom Fixtures for Annex Maintenance Building.

**RESOLUTION#: 1431- Changes to ACOP**

**WHEREAS**, Housing Authority of the Town of Phillipsburg desires to amend the following sections of the ACOP:

Section II – E, # 3 & 6

**NOW THEREFORE BE IT RESOLVED**, Housing Authority of the Town of Phillipsburg Board of Commissioners hereby approves the amendments to the Admission and Continued Occupancy Policy – effective September 7, 2016.

**RESOLUTION #: 1432 - Amendment to Resolution #: 1415 - Write-offs for June, 2016**

**BE IT RESOLVED**, Housing Authority of the Town of Phillipsburg Board of Commissioners hereby accepts the recommendation of the Executive Director for the following amendment for the amounts to be written-off accounts of the Housing Authority totaling \$ 32,624.17 for the following:

<u>Amp 1</u>	<u>Total Amounts</u>
<b>AMENDED WRITE-OFFS AMP I</b>	<b>\$31,600.56</b>
<u>Amp II</u>	
<b>AMENDED WRITE-OFFS AMP II</b>	<b><u>\$ 1,023.61</u></b>
<b>TOTAL AMENDED WRITE-OFFS</b>	<b>\$32,624.17</b>

**14. PUBLIC COMMENTS**

**EXECUTIVE SESSION** (if needed)

**15. ADJOURNMENT**