

**MINUTES OF THE MEETING OF
THE HOUSING AUTHORITY OF THE
TOWNSHIP OF FRANKLIN**

DECEMBER 14, 2016

7:00PM

A. CALL TO ORDER

The Board members of the Housing Authority of the Township of Franklin, New Jersey met in regular session at the office of the Housing Authority, located at 25 Parkside Street, Somerset, NJ 08873 on December 14, 2016 at 7:00 pm.

OPEN PUBLIC MEETING ACT

The Chairperson acknowledged the fact that the required documentation pursuant to Open Meeting Law, P.L.C. 231 had been distributed.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

MOMENT OF SILENCE

A moment of silence was observed for all service members working to protect our country.

ROLL CALL

Upon Roll call, the following Commissioners were present at the start of the meeting:

Dennis Sanders, Michael F. Gianotto, Agnes Kulu-Banya, Helen Verhage, Ike Agudosi.

Also Present: Alberto Camacho, Esq. Legal and Redevelopment Counsel, John Clarke (Acting Executive Director), Shanel Robinson (Council Liaison) and Tina Adams (Assist. Executive Director)

B. PUBLIC COMMENT ON AGENDA ITEMS

None

C. APPROVAL OF PREVIOUS MINUTES

On the motion by Commissioner Gianotto, seconded by Commissioner Sanders, the minutes of the November Board of Commissioners meeting was passed.

Roll Call: Ayes: Sanders, Kulu-Banya, Gianotto, Verhage, Agudosi
Nays: None
Abstentions: None
Absent: Minick

D. MONTHLY REPORT

Finance report was given and provided to the Board for their information and action. On the motion by Commissioner Gianotto, seconded by Commissioner Kulu-Banya, the minutes of the November Board of Commissioners meeting was passed.

Roll Call: Ayes: Sanders, Kulu-Banya, Gianotto, Verhage, Agudosi
Nays: None
Abstentions: None
Absent: Minick

E. NEW BUSINESS (RESOLUTIONS)

1. CONSENT AGENDA I-BILL LIST

RESOLUTION 16-5284

RESOLUTION APPROVING WARRENTS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR PUBLIC HOUSING FOR THE MONTH OF DECEMBER 2016 IN THE AMOUNT OF \$ 26,829.27

RESOLUTION 16-5285

RESOLUTION APPROVING WARRENTS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR RESIDENT RELOCATION SERVICES-REVITALIZATION PROJECT AND REGULAR HAP PAYMENT FOR THE MONTH OF DECEMBER 2016 IN THE AMOUNT OF \$ 69,646.96

RESOLUTION 16-5286

RESOLUTION APPROVING WARRENTS AUTHORIZING PAYMENT OF BILLS FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM FOR THE MONTH OF DECEMBER 2016 IN THE AMOUNT OF \$ 205,163.12

The Chairperson read the Resolution, called for public comment. No comments from the public were made. Chairperson called for a motion on all items on the Consent Agenda I - Bill List.

On the motion of Commissioner Gianotto, seconded by Commissioner Sanders, the above resolutions on the Consent Agenda Bill List was approved.

Roll Call: Ayes: Gianotto, Sanders, Verhage, Kulu-Banya, Agudosi
Nays: None
Abstentions: None
Absent: Minick

CONSENT AGENDA II- OTHER

RESOLUTION 16-5287

RESOLUTION APPROVING THE BOARD MEETING ANNUAL CALENDAR FOR 2017 (PER ATTACHED).

RESOLUTION 16-5288

RESOLUTION RATIFYING AND ADOPTING THE FRANKLIN HOUSING AUTHORITY BUDGET FOR OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015

RESOLUTION 16-5289

RESOLUTION ADOPTING THE FRANKLIN HOUSING AUTHORITY BUDGET FOR OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016

RESOLUTION 16-5290

RESOLUTION APPROVING AND AUTHORIZING THE HOUSING AUTHORITY OF THE TOWNSHIP OF FRANKLIN TO AWARD A CONTRACT FOR GENERAL AND DEVELOPMENT LEGAL SERVICES TO MANFREDI & PELLECHIO FOR A TWELVE MONTH PERIOD OF TIME IN AN AMOUNT NOT TO EXCEED \$ 20,000 DOLLARS

RESOLUTION 16-5291

RESOLUTION APPROVING AND AUTHORIZING THE HOUSING AUTHORITY OF THE TOWNSHIP OF FRANKLIN TO AWARD A CONTRACT FOR GENERAL FEE ACCOUNTING SERVICES TO DAVID CIARROCCA FOR A TWELVE MONTH PERIOD OF TIME IN AN AMOUNT NOT TO EXCEED \$ 19,200 DOLLARS

RESOLUTION 16-5292

RESOLUTION APPROVING AND AUTHORIZING THE HOUSING AUTHORITY OF THE TOWNSHIP OF FRANKLIN TO AWARD A CONTRACT FOR AUDITING SERVICES TO NOVOGRADAC & COMPANY FOR THE PERIOD ENDING 9/30/16 IN AN AMOUNT NOT TO EXCEED \$9,600 DOLLARS

RESOLUTION 16-5293

RESOLUTION APPROVING AND ADOPTING THE UTILITY ALLOWANCES FOR USE IN THE FRANKLIN HOUSING AUTHORITY HOUSING CHOICE VOUCHER PROGRAM

The Chairperson read the Resolution, called for public comment. No comments from the public were made. Chairperson called for a motion on all items on the Consent Agenda II.

On the motion of Commissioner Gianotto, seconded by Commissioner Kulu-Banya, the above resolutions on the Consent Agenda Bill List was approved.

Roll Call: Ayes: Gianotto, Sanders, Verhage, Kulu-Banya, Agudosi
Nays: None
Abstentions: None
Absent: Minick

F. REPORT OF SECRETARY

Mr. Clarke gave an update on FTHA's operations and programs and addressed questions from the Board.

G. CORRESPONDANCE

Reviewed and Filed.

H. COMMENTS FROM THE PUBLIC

No comments were made by the public.

I. COMMENTS OF CHAIR AND BOARD OF COMMISSIONERS

Chairman Agudosi gave a brief report thanked the commissioners for their work and wished everyone a happy holiday. Commissioner Kulu-Banya asked if the contract for snow removal was awards. Mr. Clarke confirmed that snow remove was being done by RPM under their contract for management. Commissioner Gianotto notified Mr. Clarke about two (2) lights that were not working at the rear of the building and Mr. Clarke said he would notify RPM to have the lights repaired. Shanel Robinson stated that the Franklin Township re-organization meeting will take place on January 3rd and we may have an appointment to fill the vacant board seat from that meeting. There were no further comments

J. EXECUTIVE SESSION

Chairperson Agudosi asked the Board if there was a need for closed session. There was no need for any closed session items. There being no further business to come before the Housing Authority of the Township of Franklin, it was moved by Commissioner Gianotto, seconded by Commissioner Kulu-Banya and voted by acclamation that the meeting be adjourned.

Respectfully,



John Clarke
Acting Executive Director and Secretary