

**MINUTES OF THE MEETING OF  
THE HOUSING AUTHORITY OF THE  
TOWNSHIP OF FRANKLIN  
JANUARY 13, 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 JANUARY 13, 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:

Commissioners Agnes Kulu-Banya, Anthony Minick, Michael Gianotto and Chairperson Helen Verhage.

Also Present: Philip George, Esq. Board General Counsel, Alberto Camacho, Esq. Redevelopment Counsel, John Clarke (Acting Executive Director) and Tina Adams (Assist. Executive Director)

**B. PUBLIC COMMENT ON AGENDA ITEMS**

There were no members of the public in attendance.

### **C. APPROVAL OF PREVIOUS MINUTES**

On the motion of Commissioner Minick, seconded by Commissioner Gianotto, the minutes of the regular meeting of December 30, 2015 were approved.

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

### **D. MONTHLY REPORT**

1. Financial Report- This finance report was provided within the Board Package.

On the motion of Commissioner Minick, seconded by Commissioner Gianotto, the minutes of the regular meeting of December 30, 2015 were approved.

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

### **E. NEW BUSINESS (RESOLUTIONS)**

#### **1. CONSENT AGENDA I-BILL LIST**

##### **CONSENT AGENDA I- BILL LIST RESOLUTION 16-5232**

RESOLUTION APPROVING WARRENTS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR PUBLIC HOUSING FOR THE MONTH OF JANUARY 2016 IN THE AMOUNT OF \$ 18,290.44

##### **RESOLUTION 16-5233**

RESOLUTION APPROVING WARRENTS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR RESIDENT RELOCATION

SERVICES-REVITALIZATION PROJECT AND REGULAR HAP  
PAYMENT FOR THE MONTH OF JANUARY 2016 IN THE AMOUNT  
OF \$ 65,543.98

**RESOLUTION 16-5234**

RESOLUTION APPROVING WARRENTS AUTHORIZING PAYMENT  
OF BILLS FOR THE SECTION 8 HOUSING CHOICE VOUCHER  
PROGRAM FOR THE MONTH OF JANUARY 2016 IN THE AMOUNT  
OF \$ 230,767.94

The Chairperson read the Resolution called for public comment, and then called  
for a vote on all items on the Consent Agenda I - Bill List.

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

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

**CONSENT AGENDA II- OTHER**

**RESOLUTION 16-5235**

RESOLUTION APPROVING AND AUTHORIZING THE SECTION 8  
VOUCHER PROGRAM FINAL FY 2016 FAIR MARKET RENTS (FMR)  
SCHEDULE AND AMOUNTS (PER ATTACHED).

The Chairperson read the Resolution called for public comment, and then called  
for a vote on all items on the Consent Agenda II - Other.

On motion of Commissioner Minick, seconded by Commissioner Gianotto, the  
above resolutions on the Consent Agenda II - Other were approved.

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

## **F. REPORT OF SECRETARY**

Mr. Clarke asked Board members to please review the draft personnel policy and to provide FTHA General Legal with their comments.

## **G. CORRESPONDANCE**

Reviewed and Filed.

## **H. COMMENTS FROM THE PUBLIC**

None.

## **I. COMMENTS OF CHAIR AND BOARD OF COMMISSIONERS**

Chairperson Verhage stressed the importance of Commissioners attending meetings and participating. Commissioner Minick stressed the need to complete policy revisions and updates to policies by the Board in a timely manner. Commissioner Kulu-Banya requested that the authority look into a claim of smoking on site (inside the senior building) and Mr. Clarke said he would follow-up with the site management.

Chairperson Verhage asked Board members again to try and make all meetings and thanked the memebtrs in attendance for taking time to make the meeting.

## **J. EXECUTIVE SESSION**

Chairperson Verhage 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 Chairperson Verhage, seconded by Commissioner Gianotto and voted by acclimation that the meeting be adjourned.

Respectfully,



John Clarke  
Acting Executive Director and Secretary

**CERTIFICATION AND APPROVAL OF BOARD MINUTES**

I, Helen J. Verhage, Chairperson, do hereby certify and approve the minutes which have been created in accordance with the events and actions of the Franklin Township Housing Authority Board of Commissioners Meeting, Wednesday, January 13, 2016 as the official minutes to be entered into record.