

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

JUNE 10, 2015

7:00 PM

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 June 10, 2015 at 7:12 pm.

OPEN PUBLIC NOTICE MEETING ACT

The Chair 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, Michael F. Gianotto, Anthony Minick, Helen Verhage and
Dennis Sanders

Absent: Commissioners: Carl Wright

Also Present: Anne Marie Rizzuto, Esq. Board General Counsel Representation from (Eric Bernstein's office) Alberto Camacho, Esq. Redevelopment Counsel (Joseph Manfredi office)

B. PUBLIC COMMENTS ON AGENDA ITEMS

The Chair noted for the record that there were no members of the public present and that the doors were open for public entrance.

C. APPROVAL OF PREVIOUS MINUTES (April 8, 2015)

On the motion of Commissioner Michael Gianotto, seconded by Commissioner Agnes Kulu Banya, the minutes of the regular Meeting of April 8, 2015 were approved.

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

C. MONTHLY REPORT

Financial Report

There was a conference conversation with Commissioner Anthony Minick and Fee Accountant David Ciarrocca for clarification on a specific line item on the financial report. All questions were answered to the Board's satisfaction.

On motion of Commissioner Anthony Minick, seconded by Commissioner Michael F. Gianotto the Financial Report for April 2015 and May 2015 were approved.

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

D. UNFINISHED BUSINESS

RESOLUTION #15-5180-FRANKLIN TOWNSHIP HOUSING AUTHORITY BOARD DISCUSSION ON TAPE RECORDED PUBLIC MEETING.

RESOLUTION #15-5195

FRANKLIN TOWNSHIP HOUSING AUTHORITY BOARD DISCUSSION ON SUB-COMMITTEE MEMBERS

F. NEW BUSINESS (RESOLUTIONS)

1. CONSENT AGENDA I--BILL LIST

RESOLUTION #15-5197---RESOLUTION RATIFYING POST APPROVAL OF WARRANTS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR PUBLIC HOUSING FOR THE MONTH OF MAY 1-31, 2015

BE IT HEREBY RESOLVED, that the Housing Authority of the Township of Franklin approves payment of Warrants for Public Housing for the period of May 1 to May 31, 2015 in the amount of \$22,849.02 .

RESOLUTION #15-5198---RESOLUTION APPROVING WARRANTS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR PUBLIC HOUSING FOR THE MONTH OF JUNE 1-30, 2015

BE IT HEREBY RESOLVED, that the Housing Authority of the Township of Franklin approves payment of Warrants for Public Housing for the period of June 1 to June 30, 2015 in the amount of \$17,560.38.

RESOLUTION #15-5199— RESOLUTION RATIFYING POST APPROVAL OF WARRANTS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR RESIDENT RELOCATION SERVICES-REVITALIZATION PROJECT AND REGULAR HAP PAYMENTS FOR THE PERIOD OF MAY 1-31, 2015

BE IT HEREBY RESOLVED, that the Housing Authority of the Township of Franklin approves payment of Warrants for the Resident Relocation Services-Revitalization Project and regular HAP Payments for the period of May 1, to May 31, 2015 in the amount of \$68,954.99.

VOUCHERS ALLOCATED	<u>96</u>
VOUCHERS UNDER LEASE	<u>78</u>
VOUCHERS WAITING TO LEASE	<u>0</u>
VOUCHERS VACANT	<u>18</u>

RESOLUTION #15-5200— RESOLUTION APPROVING WARRANTS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR RESIDENT RELOCATION SERVICES-REVITALIZATION PROJECT AND REGULAR HAP PAYMENTS FOR THE PERIOD OF JUNE 1-30, 2015

BE IT HEREBY RESOLVED, that the Housing Authority of the Township of Franklin approves payment of Warrants for the Resident Relocation Services-Revitalization Project and regular HAP Payments for the period of June 1, to June 30, 2015 in the amount of \$66,770.42.

VOUCHERS ALLOCATED	<u>96</u>
VOUCHERS UNDER LEASE	<u>78</u>
VOUCHERS WAITING TO LEASE	<u>0</u>
VOUCHERS VACANT	<u>18</u>

RESOLUTION #15-5201—RESOLUTION RATIFYING POST APPROVAL AUTHORIZING AND APPROVING PAYMENT OF WARRANTS FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM FOR THE PERIOD OF MAY 1-31, 2015.

BE IT HEREBY RESOLVED, that the Housing Authority of the Township of Franklin approves Warrants for the Section 8 Housing Choice Voucher Program for the period of May 1 to May 31, 2015 in the amount of \$233,568.83

VOUCHER ALLOCATED	<u>134</u>
VOUCHERS UNDER LEASE	<u>98</u>
VOUCHERS WAITING TO LEASE	<u>1</u>
VOUCHERS VACANT	<u>14</u>
VOUCHERS ON HOLD 6 MOS./OVER INCOME	<u>1</u>
PORT/IN CLIENTS	<u>125</u>
PORT/OUT CLIENTS	<u>21</u>

RESOLUTION #15-5202—RESOLUTION APPROVING WARRANTS AUTHORIZING PAYMENT OF WARRANTS FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM FOR THE PERIOD OF JUNE 1-30, 2015.

BE IT HEREBY RESOLVED, that the Housing Authority of the Township of Franklin approves Warrants for the Section 8 Housing Choice Voucher Program for the period of June 1 to June 30, 2015 in the amount of \$223,684.40

VOUCHER ALLOCATED	<u>134</u>
VOUCHERS UNDER LEASE	<u>97</u>
VOUCHERS WAITING TO LEASE	<u>2</u>
VOUCHERS VACANT	<u>14</u>
VOUCHERS ON HOLD 6 MOS./OVER INCOME	<u>1</u>
PORT/IN CLIENTS	<u>127</u>
PORT/OUT CLIENTS	<u>21</u>

The Chair read the Resolution numbers and titles under the Bill List, called for public comment, and then called for a vote on all items on the Bill List.

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

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

The Chair acknowledged that there were no members of the public present for comment.

2. CONSENT AGENDA II-OTHER

RESOLUTION #15-5180-FRANKLIN TOWNSHIP HOUSING AUTHORITY BOARD DISCUSSION ON TAPE RECORDED PUBLIC MEETING.

After a brief discussion on the above resolution it was voted upon and denied.

Roll Call: Ayes: Sanders, Gianotto
 Nays: Verhage, Minick, Kulu-Banya

RESOLUTION #15-5195

FRANKLIN TOWNSHIP HOUSING AUTHORITY BOARD DISCUSSION ON SUB-COMMITTEE MEMBERS

After comments from the Chair and other Board Members it was requested by Commissioner Michael Gianotto to table this resolution again until the next meeting.

RESOLUTIONS OFF CONSENT

NONE

The Attorney acknowledged that there were no members of the public present

REPORT OF SECRETARY-TREASURER

The Secretary reported that FTTHA Annual Audit was conducted May 27-28, 2015 and was to be completed and submitted by the June 30, 2015 deadline.

The Five-Year/Annual Plan was out for public comment as of May 26, 2015, following will be a public meeting held at the Housing Authority on July 13, from 10:00 to noon.

FTTHA received it's September 30, 2014 SEMAP (Section 8 Management Assessment Program) Score from HUD of 100%.

The Secretary also informed the Board that the Authority was in the third month of expanded service with New Brunswick Housing Authority. The Secretary commented that although the service has helped during a very difficult time she has some concerns in regards to budget, staff responsibility and consistency. The Secretary feel that the budget will be best utilized by hiring and training staff personnel for FTTHA.

G. CORRESPONDENCE

Reviewed and Filed.

H. COMMENTS FROM THE PUBLIC

The Chair noted for the record that there were no members of the public present.

I. COMMENTS OF CHAIR AND BOARD OF COMMISSIONERS

Commissioner Anthony Minick commented on the Secretary's report and requested that we move forward with hiring a full time staff person. The Chair stated that she had requested Redevelopment Attorney Alberto Camacho, review the RFP that was previously completed for the position of management consultant.

The Chair also made a request to the Board to consider a monetary payment to the Secretary for unused vacation time from 2013-2014 that she was unable to take due to staff shortage. Commissioner Anthony Minick asked the Board Attorney to look at the Personnel Policy and advise if this is something that can be done according to policy.

J. EXECUTIVE SESSION

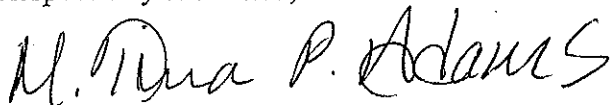
The Attorney stated that there were no items for discussion for Executive Session

RESOLUTION #15-5203- RESOLUTION AUTHORIZING EXECUTIVE SESSION

The Board Attorney noted for the record that there were no members of the public present.

There being no further business to come before the Housing Authority of the Township of Franklin, it was moved by Commissioner Anthony Minick, seconded by Commissioner Michael F. Gianotto, and voted by acclamation that the meeting be adjourned.

Respectfully submitted,



M. Tina P. Adams
Acting Executive Director and Secretary

CERTIFICATION AND APPROVAL OF BOARD MINUTES

I, Helene 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, June 10, 2015 as the official minutes to be entered into record.