

MINUTES
SUMMIT HOUSING AUTHORITY
September 28, 2022

7:00 P.M.

NEW JERSEY OPEN PUBLIC MEETINGS ACT NOTICE

Executive Director Keith Kinard called the meeting to order at 7:00pm. The following Commissioners were present: Commissioners Dresdale, Kendellen, Walker and Whipple. Commissioners Ellis, Galietti, and White were absent. Also present were Executive Director Keith D. Kinard, Deputy Director Jacqueline Gray, Housing Manager Jackie Roundtree, and Office Administrator Mayda B. Kuriawa. Mr. Kinard read the Open Public Meetings Act Notice. Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an Annual Notice dated December 22, 2021, setting forth the date, time, and place of this meeting. Said notice was filed with the City Clerk of the City of Summit, published in the local newspapers of record, and posted on the Authority's website.

Mr. Kinard led those in attendance in a salute to the flag.

THE MINUTES OF JULY 27, 2022: Commissioners Dresdale and Walker moved and seconded approval of the minutes. The Minutes were approved.

REPORT OF THE CHAIRPERSON: (Chairperson Galietti) - not in attendance – No report

REPORT OF THE EXECUTIVE DIRECTOR:

- Keith Kinard indicated that the automatic door closures that were required by the Summit Fire Department at the Chestnut building, have been installed in all 125 units. The Summit Fire Department returned and approved the work that had been completed.
- The Café at Chestnut is now closed. A new fire suppression system would have to be installed in order for it to remain open. The cost is prohibitive therefore we are considering other plans for this area. We have been in communication with the residents as to what they would like to see in its place. We will report back at the next Board Meeting in October.
- CDBG (Year 48) Community Development Block Grant – this grant was marked to remove the trash compactor system at Chestnut. This work was completed by SHA without the use of the grant. We are asking for a change in scope for this grant. We are looking to replace the intercom

system in the building, set up an additional FOB key system on the new exterior doors that were recently installed and put in new outdoor lighting. We should have a response in the next 30 days. We are actively looking for quotes for all projects.

- The senior and family Wait Lists were purged. The plan is to close the SHA family wait list in the next month or so.
- We renovated the Multi-Purpose/Art Room and had a grand re-opening at Chestnut. The tenants were incredibly happy with the renovations.
- Visitor parking spaces on the Broad Street side have been converted to tenant parking. The tenants in the building that were waiting on spaces have been accommodated.
- The 2021 audit is in progress. We are working diligently to provide items as requested from the auditors.
- SHA is in the process of interviewing for a new Maintenance Worker. We are looking to fill the spot that was recently vacated.

Finance/Operations: (Commissioner Walker) (Finance) Commissioner Walker commented on the Budget to Actual report. There is nothing significant to relate. Contract costs and extraordinary maintenance have been running higher than usual. Mechanical issues prompted the costs to run higher. We are operating at above average for YTD and are projecting to be above budget by year end. (Commissioner Whipple Jr.) (Operations) Commissioner Whipple indicated that there are a total of four vacancies. Chestnut is showing three but currently has one outstanding, Glenwood has one and Weaver has none. Re-certification reporting percentages are good. Work Orders are being managed in a timely manner.

Personnel & Policy Committee: (Commissioner Kendellen) Commissioner Kendellen said that they are done with the BY-LAWS. They will be presented to the Commissioners at the next Board Meeting. SHA is interviewing to fill the full-time Maintenance Worker position.

Residents Committee: (Commissioner Dresdale) Attended the Chestnut Tenant Meeting and said that it was well attended. Some of the areas of concern were the intercom system, lighting, and puddles in the parking areas in the building. SHA is currently working on all these issues. She didn't attend the Glenwood/Weaver Tenant Meeting.

Buildings & Grounds: (Chairperson Galietti) – not in attendance – No report

Re-Development Committee: (Chairperson White) – not in attendance - No report

PUBLIC COMMENT: NONE

OLD BUSINESS: NONE

NEW BUSINESS: Mike Stoller (Director, National Energy Portfolio)
Proposal for Natural Gas & Electricity Presentation

Mr. Mike Stoller explained his company's role in performing electric and natural gas reverse auctions in a deregulated utility marketplace. Mr. Stoller provided a presentation that demonstrated the volatility in the utility market and discussed how external forces such as, the war in the Ukraine, low storage supplies and the rate of inflation are affecting utility rates to business consumers' detriment. Mr. Stoller suggested that his employer (Mantis) conduct a reverse auction to determine if the Summit Housing Authority (SHA) could achieve and lock in adequate energy supply pricing for an extended period of time. Further, Stoller strongly recommended that if optimal rates are provided through the reverse auction the SHA should not begin the contracts in June of 2023, as rates for current starts were cost-prohibitive due to the elevated and volatile market conditions. Stoller felt that the SHA would be better off staying with the current utility provider until June 2023 as the strategically best entry point. Achieving budget certainty and attempting to avoid costs getting out of hand in the future is the goal of the program. June 2023 was the suggested start for the SHA's electricity contract because that is when JCP&L's next major tariff change will occur with an expectation of a significant increase. Similarly, we chose a June 2023 start for your Nat Gas because New Jersey should be well past the winter demand, and it was where Stoller's firm sees a falling off of prices.

CORRESPONDENCE: NONE

RESOLUTIONS:

22-28-9-1: Resolution Requesting the Approval of the Payment of Invoices for the Period of July 28, 2022, through September 28, 2022.

Commissioners Kendellen and Dresdale moved and seconded approval of resolution. Upon Roll call, all Commissioners voted in the Affirmative. The Resolution was approved.

22-28-9-2: Resolution Appointing Keith Kinard as a Fund Commissioner to the New Jersey Public Housing Authority Joint Insurance Fund for the Remainder of Fund Year 2022 and for the Fund Year 2023.

Commissioners Walker and Kendellen moved and seconded approval of resolution. Upon Roll call, all Commissioners voted in the Affirmative. The Resolution was approved.

22-28-9-3: Resolution Ratifying an Emergency Work and Payment to Target Fire Protection to Install New Test Sprinkler Header at Target Fire Protection to Install New Test Sprinkler Header at 12 Chestnut Avenue in the Amount of \$9,345.00.

Commissioners Walker and Dresdale moved and seconded approval of resolution. Upon Roll call, all Commissioners voted in the Affirmative. The Resolution was approved.

22-28-9-4: Resolution Ratifying an Emergency Work and Payment to DLR Home Improvements to Secure Support Beams in a Unit at Weaver Street in the Amount of \$11,448.

Commissioners Whipple Jr. and Kendellen moved and seconded approval of resolution. Upon Roll call, all Commissioners voted in the Affirmative. The Resolution was approved.

Council Liaison: (Greg Vartan): Not in attendance. - provided an update via e-mail

- Broad Street West
 - What has happened since the last meeting on 9/20:
 - Application period for BSW Advisory Cmt has closed
 - Conversations continue w/ developers to produce a proposal that is compliant with the redevelopment plan
- Affordable Housing Groundbreaking
 - 12 units being built by Habitat for Humanity on Morris Ave
 - Thanks to all involved - including Roz and the Summit Civic Foundation
 - Morris Habitat's second project in Summit and first modular build in Summit that will allow for families to move in within a year
 - Thanks to City acquisition of land there can now be two additional units of AH built on Ashwood Ct. in the future
- Fire House Project
 - On track (about 6 weeks behind schedule due to delay in steel delivery)
 - Brick paver campaign launched - please consider a donation

There being no further business before the Board, Commissioners Walker and Kendellen moved and seconded adjournment. The motion passed by unanimous voice vote and The meeting was adjourned at 8:36pm.

NEXT MEETING DATE

**Wednesday October 26, 2022, at 7:00 pm
Summit City Hall – Janet Whitman Room**

Respectfully Submitted,
Keith D. Kinard, Executive Director/Secretary