

**MINUTES FOR SPECIAL MEETING
SUMMIT HOUSING AUTHORITY
July 26, 2017**

Chairman Pollock called the meeting to order at 7:03 pm in the Janet Whitman Room – Summit City Hall at 512 Springfield Avenue. The following Commissioners were present: Commissioners White, Galietti, Coates, Chairperson Pollock. Also present were Executive Director Joseph M. Billy, Jr. Jackie Roundtree Office Administrator and City Council Liaison David Naidu. Commissioners Halverstadt and Zimmerman were absent.

Mr. Billy 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 20, 2016, setting forth the date, time and place of this meeting. Said notice was filed with the City Clerk of the City of Summit, forwarded to newspapers of local circulation and posted on the Authority's website.

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

OATH OF OFFICE FOR NEW COMMISSIONER: Mr. Billy swore in our new Commissioner, Daniel Coates.

THE MINUTES OF MARCH 29, 2017: The minutes were tabled due to a lack of quorum of Commissioners who attended the meeting being present tonight.

THE MINUTES OF APRIL 26, 2017: Commissioners White and Galietti moved and seconded approval of the minutes. All Commissioners voted in the affirmative. Commissioner Coates abstained. The minutes were approved.

THE MINUTES OF JUNE 13, 2017: The minutes were tabled due to a lack of quorum of Commissioners who attended the meeting being present tonight.

CHAIRMAN'S REPORT: Chairman Pollock reported that the RAD closing finally took place on June 26. It was a 3 1/2 hour signing.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

- Starting Monday July 31, 2017 The Summit Housing Authority will be able to issue our own payroll checks. We have a late resolution from the state to advise that we are going to participate in the Division of Pensions State Health Benefits Program. Mr. Billy requested an approval for this.
- We did a bed bug sweep at Chestnut. Three units had bed bugs which have already been treated. In 6 months we will be doing another sweep.
- Some deteriorated steel bracings on the staircases at Glenwood will be remediated from the normal weather wear and tear.

Operations: Mr. Billy stated that we opened a reserve account with Lakeland Bank due to the RAD conversion. We had to contribute \$1.6 million to RAD program. We have since opened several accounts that will be used for RAD conversion. A certain percentage of the loan had to go into a Capital repair account and General fund accounts. Manager's report shows only 1 vacancy at Glenwood and one at Chestnut. Weaver Street is full.

Affordable Housing: Commissioner White reported that Habitat for Humanity is working with architects about construction on the Italian/American Club site.

Personnel: No report at this time.

Residents Committee: We have extended some of the programs with the YMCA for the seniors. We are also organizing our Annual Senior BBQ to be held on August 10, 2017 at 12 noon at Chestnut. We extended an invitation to our Commissioners.

Buildings & Grounds: Commissioner Galietti volunteered to check properties from time to time. Mr. Billy informed Commissioners that our camera system is very old and needs updating. An analysis was done to upgrade them. We are now waiting on a proposal for pricing.

PUBLIC COMMENT: None

OLD BUSINESS: None

NEW BUSINESS: None

RESOLUTION: Commissioners White moved for a Consent Agenda for Resolution 17-26-7-1 through 17-26-7-5.

- 17-26-7-1: Resolution Confirming Approval of the Payment of Invoices for the period of April 27, 2017 through May 24, 2017.
- 17-26-7-2: Resolution Confirming Approval of the Payment of Invoices for the period of May 25, 2017 through June 28, 2017.
- 17-26-7-3: Resolution Requesting Approval for the Payment of Invoices for the period of June 29, 2017 through July 26, 2017.
- 17-26-7-4: Resolution Adopting the 2017 Capital Fund Grant Program Annual Statement.
- 17-26-7-5: Resolution Authorizing the Summit Housing Authority's participation in the NJ State Health Benefits Program for all Full Time Employees.

Commissioner Galietti seconded the Consent Agenda.

Upon roll call on the Consent Agenda, all members voted in the affirmative and the resolutions were approved unanimously.

COUNCIL LIAISON: No report at this time.

There being no further business before the Board, Commissioners White and Galietti moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 8:08 p.m.

NEXT MEETING DATE

WEDNESDAY September 20, 2017 at 7:00 pm
Community Room
2 Weaver Street
Summit, NJ 07901

**** NO AUGUST MEETING ****

Respectfully submitted,

Joseph M. Billy, Jr., Executive Director/Secretary