

MINUTES
SUMMIT HOUSING AUTHORITY
July 27, 2016

Acting Chair Richard Poole called the meeting to order at 7:05 pm in the Janet Whitman Room in the Summit City Hall. The following Commissioners were present: Commissioners Poole, White, Zimmermann and Halverstadt. Also present were Executive Director Joseph M. Billy, Jr., Executive Director of Madison Housing Authority, Lou Riccio and Jackie Roundtree Office Administrator.

Commissioners Kuhn and Chairman Spurr were absent. Commissioner Pollack arrived at 7:25pm.

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 16, 2015, 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.

THE MINUTES OF THE APRIL 27, 2016 MEETING: The minutes were tabled due to a lack of a quorum of commissioners who attended that meeting being present tonight.

THE MINUTES OF THE JUNE 22, 2016 MEETING: The minutes were tabled due to a lack of a quorum of commissioners who attended that meeting being present tonight

CHAIRMAN'S REPORT: No Report at this time.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

- Mr. Billy advised Commissioners about the NJNAHRO Event that will be held on Nov 14-16 and invited them to attend.
- Mr. Billy mentioned the bed bug sweep that was done on July 19, 2016. We do it every 6 months and we found 1 unit that needed to be treated at Chestnut Ave and 3 units at Glenwood. All are being treated accordingly.
- We are continuing to move ahead with RAD Program. We have most of our documents uploaded to the HUD website and are currently processing our financial plan. We

anticipate a period of 30-60 days to process paperwork. We have received a commitment letter from Lakeland Bank. We are anticipating a tentative closing date by Nov. 30, 2016.

- Mr. Billy stated that we are still working with Division of Pensions on our pension issue. There is a conference call scheduled between Summit Housing Authority, Division of Pension representatives and Social Security Representatives on August 18, 2016. We are hoping to come to a resolution after this call.
- Mr. Billy announced that this is Commissioner Poole's last meeting. On behalf of Summit Housing Authority and Board of Commissioners he presented Commissioner Poole with a token of appreciation for all his years of commitment. Lou Riccio also thanked him for all his support and wished him and his wife good luck in future endeavors.

COMMITTEE REPORTS:

Operations: Commissioner Halverstadt discussed investments with comparable rates and revenue and expenditures. The Budget to Actual currently shows a negative variance-Attributed to accounts receivables from The City Rental Rehab Finding & CFP drawdowns. Mr. Billy explained that we had a lot of vacancies that we were treating recently.

Affordable Housing: Commissioner Poole stated that American/Italian Club is working with Habitat on a sale option. Commissioner White questioned the contract between the two and where it stands. Additionally Commissioner Poole, White & Mr. Billy conducted an enlightening tour of the 19 Affordable Housing possibilities defined in Planner Burjis Report. A few seemed feasible, a good number do not.

Personnel: No Report at this time.

Residents Committee: We have scheduled our Summer Senior BBQ at Chestnut for Aug. 11, 2016. The theme this year is sports and we asked everyone to wear their favorite Team Apparel. Everyone is welcome to attend.

Buildings & Grounds: Mr. Billy mentioned that we had gutters cleaned recently at Glenwood & Weaver.

PUBLIC COMMENT: None

OLD BUSINESS: None.

NEW BUSINESS: None.

CORRESPONDENCE: None.

RESOLUTIONS:

Commissioner Zimmerman moved for a Consent Agenda for Resolutions 16-27-1-1 Thru 16-27-1-2:

16-22-7-1: Resolution Requesting Approval of the Payment of Invoices for the period June 23, 2016 through July 25, 2016.

16-22-7-2: Resolution Establishing a Salary for the Office Administrator Retroactive to June 15, 2016.

Commissioner Poole seconded the Consent Agenda.

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

COMMON COUNCIL LIAISON: No Report

There being no further business before the Board, Commissioners Halverstadt and Poole moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 7:32 p.m.

NEXT MEETING DATE

WEDNESDAY, September 21, 2016 at 7:00 pm
Community Room
2 Weaver St.
Summit, NJ 07901

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