

MINUTES
SUMMIT HOUSING AUTHORITY
October 26 , 2016

Mr. Billy called the meeting to order at 7:15 pm in the Janet Whitman Room in the Summit City Hall. The following Commissioners were present: Commissioners White, Zimmerman, Pollock and Chairman Spurr. Also present were Executive Director Joseph M. Billy, Jr. and Jackie Roundtree Office Administrator.

Commissioners Halverstadt and Kuhn were absent. Commissioner Pollock was present via telecommunications.

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 JULY 27, 2016 MEETING: The minutes were tabled due to a lack of a quorum of commissioners who attended the meeting being present tonight.

THE MINUTES OF SEPTEMBER 21, 2016 MEETING: Commissioners Zimmerman and White moved and seconded approval of the minutes. All Commissioners voted in the affirmative. The minutes were approved.

PRESENTATION BILL KATCHEN: Mr. Billy advised the Board that Commissioner Halverstadt is unable to attend tonight, however as Chair of the Operations Committee he has reviewed the 2017 budget and found it acceptable. Mr. Katchen presented the budget to the Board and defined a number of line items. The budget anticipates a year end surplus of roughly \$91,000. He entertained questions from the Board.

CHAIRMAN'S REPORT: Chairman Spurr confirmed that Commissioner Kuhn will finish her current term on 12/31/2016 and will not seek reappointment. Commissioner Zimmerman stated that she will assist Chairman Spurr in reviewing the volunteer file at City Clerk's office to look for replacement.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

- Mr. Billy informed Commissioners that is still very busy with the RAD Program Conversion. He attended NAHRO Annual Conference in New Orleans. One of the topics discussed was to completely ban smoking on all federal properties. On November 14-16

in Atlantic City, NJNAHRO will be holding a training program with certification for the Section 8 voucher program. JoAnn and Zenobia will be attending.

- Mr. Billy went over Bills List with Commissioners. He pointed out several non-routine bills to Architectural Windows and Cheap Charlie and others. The issue we have with the heat pumps was discussed.
- Commissioner Zimmerman stated the staircase at Building 4 at Glenwood was very rusty at bottom. Mr. Billy stated that the Rental Rehabilitation Program will be used to repair them in the next funding round.

COMMITTEE REPORTS:

Operations: Mr. Billy informed Commissioners that the Budget to Actual was very similar to last month's report. He reported that we are full at Glenwood and Weaver and have 2 vacancies at Chestnut. Commissioner Zimmerman inquired about recertifications and wanted to know if they were all done. Mr. Billy explained the process. She also mentioned that the rent roll was good.

Affordable Housing: Commissioner White said that City cut a deal with Fairshare Housing Center. They will be going to court for final approval. This is called a Fairness Hearing. At this time, Judge will hopefully bless the settlement. Commissioner White stated that he hasn't heard from Habitat. A potential Project on River St that has 40 units was discussed.

Personnel: No report at this time.

Residents Committee: Commissioner White informed us that no complaints have been received. Mr. Billy advised the only complaint was about lighting being too bright where it used to be dark at Glenwood. Commissioners Zimmerman and White expressed their concern with cameras not working. Mr. Billy advised Commissioners that cameras need to be retooled and will be taken care of soon.

Buildings & Grounds: Mr. Billy just purchased a new salt spreader for Rashan's truck. He also discussed the rock salt and calcium supplies for the winter season.

PUBLIC COMMENT: None

OLD BUSINESS: None.

NEW BUSINESS: None.

CORRESPONDENCE: None.

RESOLUTIONS:

Commissioner Zimmerman moved for a Consent Agenda for Resolutions 16-26-10-1 Thru 16-26-10-3:

- 16-26-10-1: Resolution Requesting Approval of the Payment of Invoices for the period September 22, 2016 through October 26, 2016.
- 16-26-10-2: Resolution Approving the Annual Budget for the Fiscal Year January 1, 2017 to December 31, 2017. (DCA Budget).
- 16-26-10-3: Resolution Approving the Annual Budget for the Fiscal Year January 1, 2017 to December 31, 2017. (HUD Budget).

Commissioner Pollock 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 Zimmerman and White moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 8:13 p.m.

NEXT MEETING DATE

WEDNESDAY November 16, 2016 at 7:00 pm
Janet Whitman Room
Summit City Hall
512 Springfield Ave.
Summit, NJ 07901

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