

MINUTES
SUMMIT HOUSING AUTHORITY
December 10, 2014

Chairperson Dennis White called the meeting to order at 5:00 pm in the Community Room in the Vito A. Gallo building. The following Commissioners were present: Commissioner Pamela Kuhn, Commissioner Richard Poole, Chairman Dennis White, Commissioner Mary Zimmermann and Commissioner Steven Spurr (5:14 pm). Also present were Joseph M. Billy, Jr., Executive Director and Michelle Salazar, Office Administrator. Commissioners Halverstadt and Pollock were absent.

Mr. Billy read the Open Public Meetings Act Notice, "Adequate notice of this 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 11, 2013, setting forth the date, time and place of this meeting. Said notice was filed with the Clerk of the City of Summit, and forwarded to newspapers of local circulation.

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

THE MINUTES OF THE November 22, 2014 MEETING: Commissioners Kuhn and Poole moved and seconded approval of the Minutes with two minor revisions. The roll call was unanimous and the minutes were approved.

CHAIRPERSON'S REPORT:

- Chairman Dennis White advised that the Re-Organization would take place this evening.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

- There is a slight change to the agenda with the state's approval of the budget at the last minute which resulted in the addition of Resolution #7 to adopt it.
- A total of five CDBG packets were submitted for Year 41 approval.
- 12 Chestnut has updated Christmas décor as well as a new carpet in the Community Room.
- The Senior Holiday Luncheon will take place on Tuesday, December 16, 2014 at 12:00 pm in the senior building.
- A new TV and lounge furniture has been purchased for the Community Room along with benches for the lobby.
- The City Clerk has requested an additional voting district for 12 Chestnut with an anticipated date of June 2015.

RE-ORGANIZATION: ELECTION OF OFFICERS:

Mr. Billy assumed the Chair of the meeting and defined the election process in accordance with the bylaws. A general discussion took place.

OFFICE OF CHAIR: Commissioner Poole nominated Vice Chair Pamela Kuhn. Seconded by Chairman White. There being no other nominations, Commissioner Zimmermann moved to close the nominations, seconded by Commissioner White. All commissioners voted in the affirmative to close nominations.

Upon roll call, all commissioners voted in the affirmative to elect Vice Chair Pamela Kuhn as Chair for the 2015 session.

OFFICE OF VICE-CHAIR: Chairman Dennis White nominated Commissioner Steven Spurr. Seconded by Commissioner Zimmerman. There being no other nominations, Commissioner Zimmermann moved to close the nominations, seconded by Commissioner White. All commissioners voted in the affirmative to close nominations.

Upon roll call, all commissioners voted in the affirmative to elect Commissioner Steven Spurr as Vice-Chair for the 2015 session.

RESIDENT ASSOCIATION REPORTS: None.

COMMITTEE REPORTS:

Operations: Commissioner Kuhn noted that due to the meeting being so early in the month there is no budget to actual available. There is only one large expenditure on the bills list which was to repair all the trip hazards around Glenwood Place and 12 Chestnut. The Housing Managers report showed that we are at full capacity at all three sites.

Affordable Housing: Commissioner Poole mentioned that Franklin Place, which was transferred to Russell Place, was submitted to the Planning board. Next on the agenda is to present Russell Place to the zoning board. The existing house on the property will be demolished and a modular two-family home put in its place.

Personnel: None.

Residents Committee: A friendly reminder that the Senior Holiday Luncheon will be next Tuesday, December 16, 2014 at 12 PM in the Vito A. Gallo building. All are welcome.

Public Relations: None.

Buildings & Grounds: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

CORRESPONDENCE: None.

RESOLUTIONS:

Commissioner Poole moved for a Consent Agenda for:

- 14-10-12-1: Resolution Requesting Approval of the Payment of Invoices for the period November 20, 2014 to December 10, 2014
- 14-10-12-2: Resolution Adopting the 2015 Regular Meeting Schedule of the Board of Commissioners of the Housing Authority of the City of Summit
- 14-10-12-3: Resolution Designating the Official Newspapers for The Publication of Public Notices And Advertisements For The Housing Authority Of The City of Summit
- 14-10-12-4: Resolution Designating the Financial Institutions for The Banking Needs of The Housing Authority of The City Of Summit
- 14-10-12-5: Resolution Appointing Joseph M. Billy, Jr. As a Fund Commissioner to The New Jersey Public Housing Authority Joint Insurance Fund For Fund Year 2015
- 14-10-12-6: Resolution Authorizing The Award Of a Contract To The Alamo Insurance Group, Inc. of North Bergen, NJ To Provide Professional Services As A Risk Management Consultant For The One Year Period of January 1, 2015 Through December 31,2015
- 14-10-12-7: Resolution Adopting the Annual Budget for the Fiscal Year January 1, 2015 to December 31, 2015

Commissioner Kuhn 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: None.

There being no further business before the Board, Commissioners Poole and Spurr moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 5:25 p.m.

UPCOMING SUMMIT HOUSING AUTHORITY MEETING DATES & TIMES

Next Meeting

WEDNESDAY, January 28, 2015

Janet Whitman Room – Summit City Hall

SUMMIT, NJ 07901 - 7:00 PM

Respectfully submitted,

Joseph M. Billy, Jr., Executive Director