

**BERKELEY TOWNSHIP HOUSING AUTHORITY
REGULAR MEETING:**

These Minutes are not verbatim, but a condensed version of what transpired at the Berkeley Township Housing Authority Board of Commissioners Meeting held on October 25, 2016 at 4:00 PM in the Community Room, located at the Administration Building at 44 Frederick Drive, Bayville NJ.

PRESENT: GRACE DEKKER, EXECUTIVE DIRECTOR
KATHLEEN NUNN, CHAIRPERSON
NIKOLAUS SEITZ, VICE-CHAIRPERSON
NILDA GARIBALDI, COMMISSIONER
KATHERINE FULCOMER, COMMISSIONER
JUDY NOONAN, COMMISSIONER
ANGELINE FRATIANNI, COMMISSIONER
TERRENCE CORRISTON, LEGAL COUNSEL

ABSENT: ROBERT DEKKER, MAINTENANCE SUPERVISOR
JANET MALANGA, TRANSCRIBER

CALL TO ORDER: Public Meetings Act, adequate notice of this meeting has been provided in the following manner; in January 2016 a notice of all meetings was provided to the Township of Berkeley Clerks Office, the Asbury Park Press, and was posted on the Authority official public bulletin board at the BTHA's Administration Buildings as well as the BTHA's Website.

PLEDGE OF ALLEGIANCE: All those present recited the Pledge of Allegiance.

MOMENT OF SILENCE: A moment of silence was observed for our troops.

ROLL CALL: Roll call was read as listed above.

AUTHORIZATION BY THE BOARD TO APPROVE THE MINUTES FOR THE OCTOBER BOARD MEETING: A motion was made by Commissioner Noonan to approve the Minutes. The motion was seconded by Commissioner Fratianni. Roll call found all others to be in favor.

AUTHORIZATION BY THE BOARD TO APPROVE THE MINUTES FOR THE CLOSED SESSION OF THE OCTOBER BOARD MEETING: No Closed Session

AUTHORIZATION BY THE BOARD TO APPROVE FOR PAYMENTS POINTS A THROUGH E: A motion was made by Commissioner Noonan to approve the payments. The motion was seconded by Commissioner Seitz. Roll call found all others to be in favor.

REPORTS TO THE BOARD:

LEGAL COUNSEL – Legal Counsel talked about a Resolution that needed approval by the Board regarding RAD, which was a blanket authorization for the Executive Director to do whatever has to be done to close the RAD transaction. We are looking to close mid-December. Funds will not be available through RAD until 2018. In 2017, the Housing will operate with Capital Funds only.

EXECUTIVE DIRECTOR – HQS Inspection must be completed prior to a RAD closing. The RAD Program requires the Housing Authority to contract with an outside agency to do the HQS Inspections. That Agency reached out to me and asked if we would do their inspections and we would do theirs. An Interlocal Agreement will be set up. Since their Agency has 260 units and Berkeley has 70 units, compensation for our Housing Authority will be agreed upon and passed on to the Commissioners.

Part of the 5 Year Plan is to update cameras at Site B and to add cameras to Site A. We met with two Security Companies to discuss cost and site needs.

A Smoking Policy is been worked on. All residents received information from HUD regarding no smoking in Housing.

The Certification for Civil Rights must be sent to HUD on an annual basis. This is conjunction with our 5 Year Agenda Plan. A new Plan was not required as we are exempt due to the fact that we are a High Performing Agency, as well as, a small designated Authority.

David W. Ciarrocca, our Accountant reviewed the 2017 State Budget.

MAINTENANCE SUPERVISOR – Verbal report given by the Director. We are still doing fall clean-up. We are preparing to change smoke detector batteries and annual pest control will commence in all units. RAD inspections will be done in November, 2016.

APPROVE RESOLUTIONS

- 2016-10-1 To Approve the 2017 State Budget**
- 2016-10-2 To Approve the Terms of an Agreement for Section 8 Project Based Assistance Contract Administration with Berkeley Township Affordable Housing Corp.**
- 2016-10-3 To Approve the 2017 HUD Operating Budget**

A motion was made by Commissioner Noonan to approve the Resolutions. The motion was seconded by Commissioner Seitz. Roll call found all in favor.

UNFINISHED BUSINESS – Funds for Medical.

NEW BUSINESS – None

PUBLIC PORTION – None

CLOSED SESSION – None

MOTION TO ADJOURN – A motion was made by Commissioner Seitz. Commissioner Garibaldi seconded the motion. Roll call found all in favor.