

**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 November 24, 2015 4:00 PM in the Community Room, located at the Administration Building at 44 Frederick Drive, Bayville NJ.

PRESENT: GRACE DEKKER, EXECUTIVE DIRECTOR
LYNNE NUTLEY, CHAIRPERSON
KATHLEEN NUNN, VICE-CHAIRPERSON
JUDITH NOONAN, COMMISSIONER
NILDA GARIBALDI, COMMISSIONER
NIKOLAUS SEITZ, COMMISSIONER
ANGIE FRATIANNI, COMMISSIONER

ABSENT: KATHERINE FULCOMER, COMMISSIONER
TERRENCE CORRISTON, LEGAL COUNSEL
JANET MALANGA, TRANSCRIBER

CALL TO ORDER: Public Meetings Act, adequate notice of this meeting has been provided in the following manner; in January 2015 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 the Troops overseas.

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 to approve the Minutes with the exception of the "Unfinished Business" by Commissioner Noonan. Commissioner Seitz pointed out an error by the Transcriptionist for the "Motion to Adjourn" portion of the meeting. Commissioner Nutley made the Motion to Adjourn and Commissioner Fulcomer seconded the motion. On the first page of the Minutes the new Commissioner's name was misspelled. The correct spelling is Fratianni. The motion was seconded by Commissioner Seitz. Roll call found all 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 F: A motion was made by Commissioner Noonan to approve the payments. The motion was seconded by Commissioner Nunn. Roll call found all in favor.

REPORTS TO THE BOARD:

LEGAL COUNSEL —Mr. Corrison was not present at the meeting.

EXECUTIVE DIRECTOR- the Executive Director stated that she put the Board schedule in the packet and this was based on the attorney's schedule. The State Budget (2015) the state did not get it back in time so the certification is to adopt the 2015 budget. The Board needed to decide if any increases were going to be given for 2016. She stated that she could not give Bob or herself an increase so the Board would need to decide. Maintenance needs to purchase a new truck as it is twenty years old and is

currently back in the shop. Bob went through the state vendor and there is a Resolution which includes the state vendor and the licensing number as they do not have to go out for bid for the new truck. The new truck has a snow plow. There is also a Resolution for the tractor. He did get three quotes and they are in a file.

The Executive Director discussed RAD, she said that right now it is slow moving and they are finalizing the physical condition assessment. Some of the items have already been fixed by Bob and Robbie. She then discussed the EID, Earned Income Disallowance, which has been keeping her very busy. EID came about when they did the 1999 revision to HUD and then it was put on the back burner and they started it again some years later. It is an incentive to get residents to work. The ones that do not work the HA pushes community service. If they are not doing anything the HA makes them collect Tanif or do whatever it is they have to do so they are not just sitting at home. This program the tenant gets a job and the first year of all of their income is not used. So they can make \$30,000 and it is not used. The second year only 50% of their income is used. It is earned income. If they get unemployment or Child Support that income is used. This program is good for people who were unemployed and get a job or were on disability and get a job. It does not help people who have always worked. The residents all get 30% of income. HUD does not say you have any restrictions with the money, they don't have to save it, and they can still stay in Public Housing. There are four residents that the HA will have it happen and will have a credit on their account. (Terry Corrison arrived) Mr. Seitz asked how the HA stays on top of this. She said that the first year they get 100% the second year if they go up or down with their income it is 50%. This is once in a lifetime for 48 months. The lawyer said they want to encourage people to get jobs. The HA overlooked this and made a mistake and let the four tenants that are eligible for this know.

There was an OPRA request for Legal Services and her packet was twice as big as the packet she gave the Board. All of the information she requested was given and the HA has not heard from her. The HA had a Grievance Hearing for one of the residents with the Director from Lakewood HA. It was regarding rent calculation and it was done the correct way.

The new building on Frederick Drive, Mr. Corrison said there was nothing new. She said she would reach out to Joe Alpert, the developer again. She said that they wrote back to the state and now something has to be put back together to go to the town that was how she left it. The HA has to go back to the town to get something else done. There may be another round of tax credits in the summer per Mr. Corrison.

The Director said that they went under the buildings and they found two pieces of deteriorating pipe for the gas lines. All other buildings were also checked out. The HA had Thanksgiving dinner for the seniors and everyone enjoyed it. The food bank was there all Site B came and got food from the food bank. The HA did a grant for the COC and they got two more port-ins that they filled. The final PHAS score came in and the HA got 100%.

The HA also wants "Smoke Free Housing" and there would have to be a designated area for smoking. It is proposed and not yet approved. She is also working on the new Admissions and Occupancy Policy. Mr. Corrison said that next month the HA would have a new Procurement Policy.

The Minutes were discussed the portion of the by-laws. Mr. Corrison said this was consistent with the notes that he took as well. The Minutes were accurate they just might not make sense. The by-laws were changed to state that "they shall not meet without the Director except in the case of an emergency". Mr. Corrison said that he did not think these were needed anyway as the bylaws are being changed the following month.

APPROVE RESOLUTIONS

- 2015-11-1 To Approve the 2016 Board Meeting Schedule**
- 2015-11-2 To Adopt the State Budget**
- 2015-11-3 To Approve the Purchase Price of a Truck from the State Vendor**
- 2015-11-4 To Approve the Purchase of Kaboda Tractor**

Commissioner Noonan made a motion to approve the Resolutions. Commissioner Seitz seconded the motion. Roll call found all in favor.

UNFINISHED BUSINESS –Revision of the By-Laws was discussed and will at the next meeting. In order to adopt them at the next meeting they will need to be mailed out. They changes have to be in front of them ten days before the meeting. The Director said that she would email them. The Procurement Policy will also be emailed.

NEW BUSINESS –None

PUBLIC PORTION – None

CLOSED SESSION – None

MOTION TO ADJOURN –A motion was made to adjourn for the evening by Commissioner Noonan. Roll call found all in favor.