

**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 January 30, 2018 at 4:10 PM in the Community Room, located at the Administration Building at 44 Frederick Drive, Bayville NJ.

PRESENT: GRACE DEKKER, EXECUTIVE DIRECTOR
NIKOLAUS SEITZ, CHAIRPERSON
KATHLEEN NUNN, VICE CHAIRPERSON
NILDA GARIBALDI, COMMISSIONER
ANGIE FRATIANNI, COMMISSIONER
JENNIFER BACCHIONE, COMMISSIONER
JUDY NOONAN, COMMISSIONER
TERRENCE CORRISTON, LEGAL COUNSEL
BOB DEKKER, MAINTENANCE SUPERVISOR

ABSENT: KELLY GROSSE, COMMISSIONER
JANET MALANGA, TRANSCRIBER

CALL TO ORDER: Public Meetings Act, adequate notice of this meeting has been provided in the following manner; on January 12, 2018 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 men and women who serve in the armed forces home and abroad to protect our country.

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 November Board Meeting. Commissioner Noonan abstained from approving the Minutes. Commissioner Fratianni made a motion to approve the Minutes. The motion was seconded by Commissioner Nunn. Roll call found all others in favor.

NO CLOSED SESSION MINUTES TO APPROVE No Closed Session to approve.

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

REPORTS TO THE BOARD:

LEGAL COUNSEL- The attorney said that he and Grace went to court for landlord/tenant action. There were all for non-payment of rent and they made three agreements and settled with all three people. One of them has already breached the agreement. The rent is based on their income so they should have their rent set aside. He said that the HA understands that things happen and if you are at the lower end of the economic spectrum and the things that happen cost the same as things that happen for wealthy people but you have less to pay it with so they have to take that into account.

The government for HUD had a slight shut down and it didn't impact the HA at all but it could in the future. They are on a continuing resolution for funding and there may be another one if things are not resolved in the next two weeks. There is talk about public housing having a 70 to 76 percent proration on the administrative fee. The HA converted so they don't have to deal with that.

The HA would love to develop the property in the back. The key is if the town wants it and to get someone else interested. For every area in the country HUD determines what the Fair Market Rent (FMR) is and that is the most that can be paid for a given unit in a program. All the rates are based by zip codes. HUD wants you to rent outside of the poverty areas and they can go outside jurisdiction. Commissioner Seitz brought up the HA having to write off monies owed. The Director said she does not like write offs and said they were from two people that were evicted and

they put it on their credit report that they have an outstanding balance. Just because it is written off does not mean that the debt is not there. The HA could engage a collection agency and they don't charge unless they collect.

EXECUTIVE DIRECTOR – The Director said that this was the final step was to adopt the HA Budget. Dave previously went over the Budget. The Joint Insurance needed to be approved as well so the Grace could have her seat again on the JIF Board. The Waiting List closed and the HA received about 60 applications and they are working on that. Maintenance has been doing an excellent job. The HA is working on a Cyber Plan that the insurance company would like them to get. The HA is still collecting for unreported income and making repayment agreements.

Mr. Larsen was the only one who responded regarding the HA audit and the Board could approve that.

APPROVE RESOLUTIONS-

- 2018-1-1** To Approve the 2018 State Budget
- 2018-1-2** To Approve the Appointment of Grace Dekker as Fund Commissioner
- 2018-1-3** To Approve the 2018 Maintenance Charge List
- 2018-1-4** To Approve the Write-Offs for the Year Ended 12-31-2017
- 2018-1-5** To Approve Audit Services from Novogradac & Co., LLP

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

MAINTENANCE SUPERVISOR- Bob said that regarding the write offs when he first started in 1989 they wrote off \$30,000. Inspections at Site are completed and they did all the work spending a minimal amount of money. There were four inspections for Lakewood and Section 8 inspections her did eight of them. There were no unit turnovers. They did boiler maintenance for the year. All of the fire extinguishers had their annual recertifications done. They will now be working on getting RAD inspections. The discussed the items and charges on the maintenance list.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

PUBLIC PORTION – None

CLOSED SESSION – None

MOTION TO ADJOURN – A motion was made by Commissioner Noonan to adjourn. The motion was seconded by Commissioner Nunn. Roll call found all in favor.