

**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 June 28, 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, VICE-CHAIRPERSON  
NILDA GARIBALDI, COMMISSIONER  
KATHERINE FULCOMER, COMMISSIONER  
JUDY NOONAN, COMMISSIONER  
NIKOLAUS SEITZ, COMMISSIONER  
ANGIE FRATIANNI, COMMISSIONER  
TERRENCE CORRISTON, LEGAL COUNSEL  
BOB DEKKER, MAINTENANCE SUPERVISOR

**ABSENT:** 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 in memory of Lynne Nutley and also to the military troops.

**ROLL CALL:** Roll call was read as listed above.

**AUTHORIZATION BY THE BOARD TO APPROVE THE MINUTES FOR THE MARCH BOARD MEETING:** A motion was made Commissioner Noonan to approve the Minutes for the March Board Meeting. 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 MARCH 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 Garibaldi. Roll call found all in favor.

**REPORTS TO THE BOARD:**

**LEGAL COUNSEL** – Mr. Corrison said he had been in consultation with the representative from South Jersey Legal Services regarding concerns that were raised by some tenants about issues with the leases, policies and enforcement. There were three people total. Those three did try and get others. There were valid issues raised about some of the HA's documents and procedures and the HA is revising the lease and some of the notices to be consistent with HUD requirements. The HA is converting to Section 8 under the RAD program and there will be new requirements for that.

**EXECUTIVE DIRECTOR** – According to the By-Laws the Vice-chairperson will now take position as the Chairperson until there is a new successor. Commissioner Seitz made a motion to suspend the vote for the interim on Chairperson. Commissioner Noonan seconded the vote. Roll call found all in favor.

She spoke about RAD and said the HA is just about finished up that she got an email that they needed one more thing from Mr. Snyder. The HA is putting together a Non-Profit. The purpose of the Non-Profit is that as part of RAD they have two HUD requirements that are significant when you are not transferring

ownership of the property. The HA will remain owner of the property but they have to enter into a housing assistance payments contract. This is typically a contract between the owner of the property and the PHA. When the HA converts they are the owner and the landlord and HUD will not allow the HA to sign both sides of the agreement .The second issue is the HA inspects the units and they set the rents the HA is not allowed to do that for themselves. The other entity that can do this is allowed to be an affiliated entity that the HA has recommended to be formed. The HA is forming the other entity which is going to lease back the services from the HA. The HA will contract with the Berkeley Affordable Housing Corporation. Future staff members can be hired on the Affordable Housing they are not subject to any benefits that the HA now pays and saves the HA 30%. The names so far are Mary Jo Grasso, Director Lakewood HA, Ann Levine, resident and Carol Stilowski is not definite.

**MAINTENANCE SUPERVISOR** – Bob said that the summer PIC program would be starting soon. They would get two kids for the summer. Maintenance has been extremely busy with apartment turnovers. The HA had sewer lines replaced that had cracked at Frederick Dr. They spoke about the tenant that had the infestation of bed bugs. He is now out of the apartment and in a nursing home. All his belongings were disposed of and the unit was exterminated.

### **APPROVE RESOLUTIONS**

<b>2016-6-1</b>	<b>To Approve Ocean Pest Control</b>
<b>2016-6-2</b>	<b>To Accept the 2016 Capital Fund Grant</b>

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

Commissioner Noonan and Commissioner Seitz volunteered to be on the Non-Profit.

<b>2016-6-3</b>	<b>To Approve the fives names of the Resolution for the Non-Profit.</b>
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A motion was made by Commissioner Fulcomer to approve the Resolution. Commissioner Garibaldi seconded the motion. Roll call found all in favor.

**UNFINISHED BUSINESS** – None

**NEW BUSINESS** – None

**PUBLIC PORTION** – None

**CLOSED SESSION** – None

**MOTION TO ADJOURN** –

The tape ran out and there was nothing recorded on side B