

**EDISON HOUSING AUTHORITY**

**Regular Meeting**

**September 18, 2018**

7:00 PM

**Julius C. Engel Gardens (South)**

(Community Room)

Willard Dunham Drive

Edison, NJ 08820

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of August, 2018 Regular Meeting Minutes
5. Resolutions:

1-9-2018 Resolution to approve vouchers for payment of invoices in the amount of \$79,519.86

2-9-2018 Resolution to Recognize the Township of Edison and its employees who were involved with supporting the Edison Housing Authority and the families of the Edison Housing Authority with the fire that took place at 9A Lyle Place.

3-9-2018 Resolution to authorize updating Section 8 Rental Assistance Program Administrative Plan by engaging the professional service of Nan McKay

4-9-2018 Resolution to authorize updating the Admissions and Continued Occupancy Policy for the Public Housing Program of The Housing Authority of the Township of Edison by engaging the professional service of Nan McKay.

5-9-2018 Resolution to approve awarding 10 Section 8 Vouchers to the Township of Edison for a development project that is dedicated to housing veterans.

6-9-2018 Resolution to authorize travel to New Jersey League of Municipalities.

6. Old Business
  - a. Mentoring Program
  - b. Maintenance Team update
  - c. Renovation of Playground update
  - d. REAC

7. New Business
  - a.) Exec. Dir. Update
8. Public Portion
9. Adjournment

**EDISON HOUSING AUTHORITY  
REGULAR BOARD MEETING**

August 21, 2018

**7:00 pm  
MINUTES**

The Regular Meeting of the Board of Commissioners of the Edison Housing Authority was held at Robert C. Holmes Gardens, 14 Rev. Samuel Carpenter Blvd., Edison, NJ in the community room. The meeting was called to order at 7:00 pm.

Adequate notice of this Meeting as required by the Open Public Meetings Act has been provided in the following: On December 16, 2017 a notice providing the date, time, and location for the meeting was submitted to the Home News Tribune and Star Ledger. Said notice was also posted on both the Edison Housing Authority website and designated bulletin boards, filed with the township clerk and posted in the main lobby of the municipal complex.

**Roll call**

**In attendance:** Chairman Carlos N. Sanchez, Commissioner Walter Szoludko, Commissioner Christopher Mazauskas, Commissioner Raymond Koperwhats, Commissioner Louis Mangione, Jr., Executive Director Deborah Hurley, Accountant Tony Polcari, and Attorney Terrence Corriston.

**Excused Absence:** Commissioner Kathryn Neal and Commissioner Barry Telesnick

Motion to approve the minutes of June 21, 2018 Board Meeting

**Motion:** Commissioner Walter Szoludko

**Second:** Commissioner Chris Mazauskas

Approved as follows:

	AYES	NAYS	ABSENT	ABSTAIN
Comm. Koperwhats	x			
Comm. Mazauskas	x			
Comm. Szoludko	x			
Comm. Mangione	x			
Comm. Neal			x	
Comm. Telesnick			x	
Chairman N. Sanchez	x			

**Resolution 1-7-2018** to authorize and approve Vouchers for Business in the amount of \$57,827.79 for the month of July. Tony Polcari, Accountant mentioned that he didn't get a chance to retab the agenda. Chairman N. Sanchez noted that a correction to the agenda should be made to reflect **Resolution 1-8-2018** be listed first on the agenda in the amount \$57.827.79.

**Motion:** Commissioner Ray Koperwhats

**Second:** Commissioner Louis Mangione

**Discussion**

Chairman N. Sanchez suggest we correct the number change from \$58,827.79 to \$57,827.79 in two places on the agenda.

Questions regarding bills in July commenced with Commissioner Chris Mazauskas inquiry about Landscaping services. Tony Polcari, Accountant indicated that the service comes every other week and they performed necessary services that prepared the Edison Housing Authority for the REAC inspection, such as trimming of shrubs.

Commissioner Chris Mazauskas inquired about Manar Construction-complete business renovation. Tony Polcari indicated that the amount was for repairing water damage in a bathroom (unit 3A). Tony indicated that he and Marc inspected the contractor repairs and no mold was found. Commissioner Chris Mazauskas, expanded on the concern for the tenant inability to prevent extensive water damage by using a shower curtain. Tony Polcari, Accountant assured the commissioners that controls are now in place to inspect units frequently to enforce residents maintain their units for safety and health reasons.

Motion to approve **Resolution 1-8-2018 \$87,827.79:**

Approved as follows:

	AYES	NAYS	ABSENT	ABSTAIN
Comm. Koperwhats	x			
Comm. Mazauskas	x			
Comm. Szoludko	x			
Comm. Mangione	x			
Comm. Neal			x	
Comm. Telesnick			x	
Chairman N. Sanchez	x			

**Resolution 2-8-2018** Authorizing agreement into local services Housing Authority City of Elizabeth and Edison Housing Authority. Assistance with inspection of the units to ensure that we are in compliance. The amount is not to exceed \$12,000.00.

**Motion:** Commissioner Walter Szoludko

**Second:** Commissioner Ray Koperwhats

**Discussion**

Tony Polcari, Accountant shared with the commissioners that we are required to inspect units. Upon self-discovery, Tony Polcari, Accountant (*during that time, acting executive director*) noticed we used an outside contractor during the past three inspections and certain work orders were not generated after the inspections. If a serious inspection was being performed, there should have been work orders. As a result, there was a concern that this issue was a rampant in the housing authority. Therefore, it made sense to enlist the Elizabeth Housing Authority to perform inspections and train the Public Housing Managers and Maintenance team. Also, this would help us to verify that the tenants are maintaining the units the way they should. Commissioner Chris Mazauskas asked if we still contracted with US contractor. Tony Polcari, Accountant indicated that we are no longer contracting with US inspection. Tony Polcari thought it made sense to engage in a contract with the Elizabeth Housing Authority to assist the Edison Housing Authority in getting a thorough inspection and generate work orders so that we are in better position when REAC inspection takes place.

Commissioner Chris Mazauskas asked if they would train our staff. Tony Polcari responded yes and Commissioner Ray Koperwhats inquired about payment. Tony Polcari responded that we would not be paying the employees of the Elizabeth Housing Authority, we would be paying the Elizabeth Housing Authority. Commissioner Chris Mazauskas asked about the term of the contract. Chairman N. Sanchez stated the term would be July 2018 and will end Nov 20, 2018 and that they have already completed the inspection work. Chairman N. Sanchez expressed the importance of being prepared for the REAC inspection. And continued by expressing that engaging the Elizabeth Housing Authority will help bring to our attention: additional maintenance issues, aid in helping to unveil how tenants are maintaining their units, and assist in being cost effective. It is prudent for us to do this work as this is not a long term contract. And moving forward, our goal is to have our maintenance team perform this inspection on their own.

Commissioner Chris Mazauskas asked how we came up with the amount of \$12,000 for the contract. Tony Polcari expressed that he did comparisons for training, work orders and looked up the price for inspections. Chairman N. Sanchez recommended change resolution number and date to the agenda if approved because we didn't have a meeting in July.

**Approved Resolution 2-8-2018 as follows:**

	AYES	NAYS	ABSENT	ABSTAIN
Comm. Koperwhats	x			
Comm. Mazauskas	x			
Comm. Szoludko	x			
Comm. Mangione	x			

Comm. Neal		x
Comm. Telesnick		x
Chairman N. Sanchez	x	

**Resolution 3-8-18** authorize employment contract with Deborah Hurley as the Executive Director contract for one year at \$102,000.00. Start date August 1, 2018 and ending July 31, 2019. Chairman Carlos N. Sanchez expressed that Deborah Hurley has started the position and is entering week three.

Terrence Corrison, Esq., Council indicated that he has no problem offering the job and that Deborah has begun working in the position. However, we were hoping to have the approval from DCA by time this meeting has taken place. We suggest that the resolution be amended to say: “subject to final approval by DCA to ensure that our contract is in good standing.

Chairman N. Sanchez expressed that he wanted to discuss the details after a motion.

**Motion: Commissioner Lou Mangione**  
**Second: Commissioner Walter Koperwhats**

**Discussion**

Commissioner Koperwhats expressed that they have only seen an edited, penciled version of the contract with recommended changes. Commissioner Koperwhats expressed he wants to approve a clean written contract that included the various changes.

Chairman N. Sanchez turned to council for response. Terrence Corrison, esq., Council indicated that there is no problem providing a clean copy of the contract. Chairman N. Sanchez indicated that the only significant change to the contract was the term of the contract. Chairman N. Sanchez suggested that since the contract is pending approval, as we await approval by DCA, let’s distribute a clean copy to the commissioners. Also the contract was reviewed by council and is identical to what they are viewing, it was suggested a copy of the pencil draft, along with the clean copy be forwarded at the same time.

Commissioner Chris Mazauskas suggested an interim review take place in six months for direction since this would be the first time Deborah Hurley is serving as executive director. Terrence Corrison, esq., Council indicated that Section 5 indicates language for review by commissioners. Chairman N. Sanchez proceeded with a roll call for approval of contract.

**Approved Resolution 3-8-2018 as follows:**

	AYES	NAYS	ABSENT	ABSTAIN
Comm. Koperwhats	x			
Comm. Mazauskas		x		
Comm. Szoludko	x			
Comm. Mangione	x			
Comm. Neal			x	
Comm. Telesnick			x	

Chairman N. Sanchez                    x

**Resolution 4-8-2018** to recognize Marc Webb for exemplary service in response to the fire in unit 9A. This is a gesture to show appreciation for the oversight and ensuring work is performed on time.

**Motion:** Commissioner Ray Koperwhats

**Second:** Commissioner Chris Mazauskas

**Discussion**

Tony Polcari, Accountant expressed detailed account of how the fire was handled. In addition to passage of a resolution commending Marc for his good work, it was suggested a gift card for \$100.00 be presented to Marc to show appreciation. Commissioner Koperwhats reiterated that the work Marc did was outstanding based on the quick response to handle the fire and is wholeheartedly in agreement with showing recognition. Chairman N. Sanchez expressed how impressed he was with Marc’s response by making the necessary important phone calls and his willingness to stay until the unit was boarded up. Chairman N. Sanchez also expressed that we consider a resolution of appreciation to the city of Edison for their prompt response to assisting the Edison Housing Authority, specifically Melissa Perilstein and her team. They also stayed late at night at the community center. They brought in clothes, food, and a bus to transport families to the hotel. It was late in the evening and the “call to action” was extremely appreciated. It was suggested that a letter be prepared by the next meeting to be presented to Melissa Perilstein and her team: Chairman N. Sanchez requested that Deborah Hurley connect with Commissioner Mazauskas to secure contact information from everyone involved in helping us with the fire. As a result of everyone’s efforts, we are grateful to say that no one was hurt.

**Approved Resolution 4-8-2018 as follows:**

	AYES	NAYS	ABSENT	ABSTAIN
Comm. Koperwhats	x			
Comm. Mazauskas	x			
Comm. Szoludko	x			
Comm. Mangione	x			
Comm. Neal			x	
Comm. Telesnick			x	
Chairman N. Sanchez	x			

**Resolution 6-6-2018** approve a gift certificate of \$100 for Marc Webb, as well as a resolution for appreciation to the Township of Edison.

**Motion:** Commissioner Ray Koperwhats

**Second:** Commissioner Lou Mangione

**Approved Resolution 6-6-2018 as follows:**

AYES	NAYS	ABSENT	ABSTAIN
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Comm. Koperwhats	x	
Comm. Mazauskas	x	
Comm. Szoludko	x	
Comm. Mangione	x	
Comm. Neal		x
Comm. Telesnick		x
Chairman N. Sanchez	x	

**Resolution 5-8-2018** to approve the business voucher for the month of August, 2018 for \$115,728.85.

**Motion:** Commissioner Walter Szoludko

**Second:** Commissioner Lou Mangione

**Discussion**

Commissioner Koperwhats inquired about the certification classes that Deborah Hurley, Executive Director signed up for in October and November. The expense and selection of classes were reconfirmed as accurate by Deborah Hurley.

Tony Polcari, Accountant brought attention to Aquarius Capital services as it is accustomed to evaluating benefits, medical benefit for retirees, etc. The work is performed for the purpose of closing the books on June 30<sup>th</sup>. They have been doing the evaluation every two years.

**Approved Resolution 5-8-2018 as follows:**

	AYES	NAYS	ABSENT	ABSTAIN
Comm. Koperwhats	x			
Comm. Mazauskas	x			
Comm. Szoludko	x			
Comm. Mangione	x			
Comm. Neal			x	
Comm. Telesnick			x	
Chairman N. Sanchez	x			

**Old Business**

Chairman N. Sanchez mentioned that discussion about executive director as item (a) has been discussed. (b.) The mentorship program was the next item. The mentoring program was postponed and rescheduled to begin September 25, 2018 and will end the first week in December. Michael Campbell is having a kick off to recruit children to participate (*flyer was distributed to the commissioners*). It will be held during the Back to School program. The mentorship program is targeting young boys in middle school. They will learn about computer software, different career opportunities, and receive assistance with their homework. Classes will take place every Tuesday and Thursday from 3 pm to 6 pm at Robert Holmes in the Community Room.



(c) Maintenance Issues- Damage by wind storm, shingles, gutters, settled with the insurance company. Received \$9,000 which covers the cost of the repairs. Breezeways were cleaned prior to REAC inspections. Bushes and hedges needed to be trimmed. Also, the grass is being cut every other week. Major issue is the fire. (d) The fire at 9A Lyle Place - three weeks after the fire, we had a company visit us and gut the apartment to the studs and prepare for renovation. In a couple of weeks, we will start with renovation. Commissioner Chris Mazauskas inquired about any additional damage to the apartments as a result of the fire. Tony indicated that there was no damage. Chairman N. Sanchez expressed his appreciation for Tony's efforts in executing necessary steps during the fire assisting the family in making a safe transition. Chairman Koperwhats commended Tony for his work on the fire and prompt turn around. In addition, Commissioner Koperwhats expressed his appreciation for all of his support during the transition from the previous executive director to the hire of the new executive director.

(e) Budget issues-overtime, Tony Polcari directed commissioners to the last page in the package. For about a year, an issue with the budget we pay over the years an excessive amount in overtime. Which raises the question, do we need another person. Back in January 1<sup>st</sup>, unless preapproved, we will not pay overtime. We do need to pay overtime for the maintenance, because someone has to check the boilers at night and on the weekend. Tony Polcari wanted to bring attention to the quarterly reports noting that in each report we saved about \$24k in salary because we addressed the overtime/comp issues. It is recommended that we review the comp policy. The money we save from comp time and overtime can be used towards capital improvements.

Commissioner Chris Mazauskas asked if we are considering hiring another person. Tony Polcari expressed that Deborah Hurley is assessing the team. Chairman N. Sanchez expressed that we purposely took our time to hire an executive director in order for the housing authority to see the landscape, before bringing a new set of eyes on board. Chairman N. Sanchez indicated that a freeze on overtime was necessary and will require being preapproved. We need to evaluate the work load of our staff members. Chairman N. Sanchez expressed that time management perhaps is the major issue.

(f) Renovation of the playground. Tony Polcari mentioned that we have \$48,000 from CBG grant to help us renovate the program. We received the grant in 2017 and it was confirmed by the township that the grant is still available. The reason why we never moved forward is due to the former executive director receiving a quote from another company to replace the playground for \$102,000, which was extremely high and twice the amount of the grant. Tony Polcari would approve using some of the capital funds to help match the grant to install the playground. Tony met with the company that presented the quote and hope they could revisit the plans to receive another quote for a lower amount. The firm agreed and had already come out to look at the playground. Tony Polcari also strongly recommends that we look at a playground design that includes a rubberized surface. The wood chips are dangerous and will constantly need to be replaced. Unfortunately, the rubberized surface is relatively expensive. However, we look forward to seeing a proposal that will include the rubberized surfaced. If you look at the surface at Julius Engel the wood chips are missing right now, and hopes that a price for rubberized surface includes Julius Engel. He anticipates seeing the proposal within two weeks. Depending

when he receives the proposal, would it be okay for Deborah Hurley to pull a meeting via conference call to approve the amount. Commissioner Chris Mazauskas indicated that grants from KABOOM and Gametime awards grants to assist with cost. Chairman N. Sanchez expressed that this discussion has been taking place for a while. If you look back at a resolution a year ago, we approved funds to match the grant so that we can move forward with building the playground. Chairman N. Sanchez expressed his approval of holding a special meeting via-conference call to approve the proposal before the next board meeting, if the proposal is ready to approve.

**New Business:**

- (a) REAC Inspection: We are inspected every year by REAC. They select 15 or 20 units within each project. So that happened in July 2018- July 9<sup>th</sup> at Julius Engle and the following week at Robert Holmes. As a result, they will issue an inspection report and score of the housing assessment. We have not received the score to date. When the inspections are done, within 48 hours we are issued a list of health and safety issues that we are required to respond and repair within 24hours and get online and file the report with H.U.D. As a result of the inspections, we only had 4 issues at Julius Engle and 10 or 11 at Robert Holmes. 90% were smoke detectors. People remove the batteries for other use, and when an inspection takes place, the batteries aren't there. Marc replaced all the batteries that were misused. Another issue at Julius Engle was the outside cover of an electrical panels was loose. It was just a matter of screwing in the metal plate. Marc continues to respond to HUD regarding any issues regarding the inspection.
  
- (b) Deborah Hurley presented an overview of areas addressed since coming aboard that included payroll time management services. First, appreciation was expressed for the support received by Tony Polcari, Chairman N. Sanchez, and Terrence Corrison, esq. with the onboarding process. Since coming on board, meetings have been conducted routinely with department staff and all staff meetings are held once a week. Assessments are being made to see how best to utilize staff time. As a result of an employee retiring, the maintenance team is assessing their work load. Several administrative areas have been addressed, such as the purchase from ADP to implement time schedule software for employees. We have been manually tracking time in excel. The goal is to work more efficiently; maintenance team now has implemented a work schedule. Their phones are being upgraded to smart phones with capabilities to receive text messages and use other features that can be helpful when problem areas are identified on the property; email addresses will be assigned to the maintenance team so that they can be included and participate in staff communication via email; the main office copier will be upgraded to print in color; a Community Meeting to meet the Executive Director has been scheduled for August 28<sup>th</sup> noon at Julius Engel and 6:00 pm at Robert Holmes; and introductory meetings have taken place with all vendors. Stateside Affairs will be working with us to design our logo, create business cards, letterhead, and assist with website design. Controls are being put into place internally, i.e., a Safety Committee will be formed and policy books will be reviewed. Our Public Housing list is now being updated and a drop box is being researched to purchase to collect rent payments when office hours are closed. Also, the Development Corporation meeting needs to take place.

**Public:**

Ms. Marie Floyd, resident wanted to know about the status of the playground and expressed her appreciation that Chairman N. Sanchez has addressed the status during the meeting.

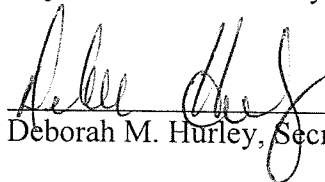
Ms. Roslyn Perez, resident expressed concern for her safety as people who do not live in the community are hanging around her unit, leaving garbage on the grounds, smoking and drinking outside her residence. Ms. Perez is asking for help from the Commissioners. Deborah Hurley expressed that they must take the time to call the police and then we can further assist as a Housing Authority.

Ms. Laura Grayer resident expressed concern for her safety in her area, as tenants that live close to her unit are not respectful and are playing their music extremely loud. People who don't live in the neighborhood are hanging around her home. She continues to express concern for her safety. Also, there is a tree root that is growing under her unit and is fearful that it may do damage to the foundation where she lives and the smoke alarm needed repair.

**Motion** to close the public portion made by Commissioner Koperwhats. Seconded by Commissioner Mazauskas. Public Portion closed 8:45 PM

**Motion** to adjourn by Commissioner Louis Mangione  
**Second** by Commissioner Raymond Koperwhats

Adjourned Unanimously at 8:50 PM

  
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Deborah M. Hurley, Secretary

PAID INVOICE LISTING 8/23/18-9/18/18

VendorName	CheckDate	CheckNumber	TotalAmount	Description
SAL COPPOLA - ZIA LISA PIZZERIA	08/22/2018	0000001309	500.00	MEET & GREET FOOD FOR REH TENANT 8/28/18
JOCELYN SILVA	08/22/2018	0000001310	66.27	BOARD MEETING REFRESHMENT 8/21/18 COLONIA BBO + SODA
DEBORAH R HURLEY	08/29/2018	0000001311	105.95	STAFF MEETING REFRESHMENT & GIFT CARD FOR MARG WEBB (\$100)
JOLANTA KUBACKA	08/29/2018	0000001312	189.57	REIMBURSEMENT FOR JEG & REH MEET & GREET PURCHASES
AB UNIVERSAL MESSAGING	09/14/2018	0000001313	104.67	AFTER HOURS ANSWERING SERVICE - AUGUST 2018
AFLAC	09/14/2018	0000001314	418.26	INSURANCE PREMIUMS - AUGUST 2018
BRESLIN AND BRESLIN, P.A.	09/14/2018	0000001315	2000.00	LEGAL SERVICES - SEPTEMBER 2018
BRESLIN AND BRESLIN, P.A.	09/14/2018	0000001315	841.00	13 COURT FILING @ \$53 & 4 WARRANTS OF REMOVAL @ \$38
BROTHERS LOCK & SAFE, INC.	09/14/2018	0000001316	108.00	REH - DUPLICATE KEYS & 1 ENTRY LOCK
GARS UNLIMITED	09/14/2018	0000001317	155.00	FUEL FOR AUTOMOBILES - AUGUST 2018
CIT	09/14/2018	0000001318	103.13	TELEPHONE MAINTENANCE
CORBETT EXTERMINATING, INC.	09/14/2018	0000001319	360.00	MONTHLY CEMT TREATMENT - 2ND WED OF THE MONTH
DE LAGE LANDEN FINANCIAL SERVICES	09/14/2018	0000001320	187.46	JEG COPIER LEASE 8/15/18-9/14/18
DE LAGE LANDEN FINANCIAL SERVICES	09/14/2018	0000001320	323.00	REH COPIER LEASE - 8/15/18-9/14/18
DUPULTRON, INC.	09/14/2018	0000001321	395.00	NETWORK CONNECTIVITY SUPPORT AGREEMENT 5/16/18-5/15/19
EDISON PLUMBING	09/14/2018	0000001322	310.00	APT 10E FIXED "DRAIN IN THE CRAWL SPACE CONNECTED TO APTS E & F
EDISON PLUMBING	09/14/2018	0000001322	320.00	BLDG 3 CLEANED BLDG SEWER LINE PUMPED SEWER WATER FROM THE BASEMENT
EDISON TOWNSHIP SEWER USE DEPT	09/14/2018	0000001323	30750.78	2018 - 2ND HALF SEWER
ELZABETH TOWN GAS	09/14/2018	0000001324	1153.99	REH GAS 7/31/18-9/29/18
ELZABETH TOWN GAS	09/14/2018	0000001324	21.92	REH GAS 7/20/18-9/20/18
ELZABETH TOWN GAS	09/14/2018	0000001324	473.67	REH GAS 7/20/18-9/20/18
ELZABETH TOWN GAS	09/14/2018	0000001324	8.19	REH GAS 7/20/18-9/20/18
GURNEY ELECTRIC LLC	09/14/2018	0000001325	286.23	BLDG B BREEEZEWAY LIGHT FIXTURE SHORTED, REPLACED
GUY M. JENSEN	09/14/2018	0000001326	468.44	GARRISHMENT FOR TABITHA SOW-DOCKET DC-787-18 PIR 7/20/18, 8/31/18, 9/17/18, 8/31/18
HOME DEPOT CREDIT SERVICES	09/14/2018	0000001327	257.42	MAINTENANCE SUPPLIES AND MATERIALS
DEBORAH R HURLEY	09/14/2018	0000001328	174.00	SUSTENANCE 1 DAY @ \$65 +MILE REIMB FOR TRIP TO AC FOR NLAHRA CONFERENCE ON 9/24/18 200 MILES @ \$45/MILE
INTERGLOBE COMMUNICATIONS, INC	09/14/2018	0000001329	974.88	REH & JEG TELEPHONE SERVICE 8/1/18-8/31/18
RAYMOND KOPPEWHATS	09/14/2018	0000001330	25.00	BOARD MEETING TRAVEL REIMB - 8/21/18 REH
LOUIS MANGIONE JR. ESQ.	09/14/2018	0000001331	50.00	BOARD MEETING TRAVEL REIMB - 8/21/18 (REH)
CHRISTOPHER MAZUSKAS	09/14/2018	0000001332	25.00	BOARD MEETING TRAVEL REIMB - 8/21/18 REH
MAZTECK	09/14/2018	0000001333	75.00	UPDATED WEBSITE
MAZTECK	09/14/2018	0000001333	150.00	ON SITE INSTALLATION & CONFIGURATION, SET UP 3 PHONE EMAILS
MAZTECK	09/14/2018	0000001333	174.00	3 MICROSOFT EMAIL LICENSE FOR MAINTENANCE (PRORATED)
MCCLAUGHLIN STAUFFER & SHAKLEE, PC	09/14/2018	0000001334	398.10	LEGAL SERVICES - GENERAL LABOR MATTERS
MIDDLESEX WATER CO	09/14/2018	0000001335	2689.65	JEG WATER USAGE 7/16/18-9/15/18
NEW JERSEY AMERICAN WATER	09/14/2018	0000001336	7825.03	REH WATER 7/29/18-9/28/18
NLAHRA	09/14/2018	0000001337	850.00	2018 ANNUAL CONFERENCE RESORTS HOTEL AC 9/24/18-9/28/18 REGISTRATION FOR HURLEY & THORNE
NATIONAL TENANT NETWORK	09/14/2018	0000001338	130.00	JEG BACKGROUND CHECK FOR 5 PROSPECTIVE TENANTS
OPTIMUM	09/14/2018	0000001339	112.54	REH INTERNET SERVICE PROVIDER 8/22/18-9/21/18
OPTIMUM	09/14/2018	0000001339	82.59	JEG INTERNET SERVICE PROVIDER 8/22/18-9/21/18
ORANGE HOUSING AUTHORITY	09/14/2018	0000001340	650.00	PHM SEMINAR W/ CERTIFICATION REGISTRATION - HURLEY
PHOENIX SPECIALTIES, LLC	09/14/2018	0000001341	1305.00	APT H-1 COUNTER TOPS & CABINETS
PHOENIX SPECIALTIES, LLC	09/14/2018	0000001341	849.00	APT G3 KITCHEN COUNTER TOPS & CABINETS
PITNEY-BOWES GLOBAL FINANCIAL SERVICES LLC	09/14/2018	0000001342	325.23	POSTAGE METER QUARTERLY RENTAL - 7/21/18-10/20/18
POSTAGE BY PHONE - RESERVE ACCT	09/14/2018	0000001343	500.00	POSTAGE RESERVE - SEPT 2018
PSE&G CO SUMMARY ACCOUNT	09/14/2018	0000001344	2055.66	JEG ELECTRIC USAGE 7/23/18-9/21/18
PSE&G CO (GAS & ELECTRIC)	09/14/2018	0000001345	1648.98	JEG GAS & ELECTRIC 7/20/18-9/17/18
R&B LANDSCAPING LLC	09/14/2018	0000001346	2583.33	JEG & REH MONTHLY LAWN MAINTENANCE - AUGUST 2018
CARLOS N. SANCHEZ	09/14/2018	0000001347	25.00	BOARD MEETING TRAVEL REIMB - 8/21/18 REH
SEARS COMMERCIAL ONE	09/14/2018	0000001348	1469.23	REFRIGERATOR HANDLES FOR JEG & 2 REFRIGERATORS (11C & 17H) + 30" GAS RANGE

PAID INVOICE LISTING 8/23/18-9/18/18

SHERWIN-WILLIAMS CO.	09/14/2018	00000001349	900.00	REH - 90 GALLONS PAINT
JOCelyn SILVA	09/14/2018	00000001350	40.95	REIMB FOR ORDER OF NAMEPLATES FOR MANGIONE & HURLEY
SOV, TABITHA	09/14/2018	00000001351	32.70	3 TRIPS MILEAGE TO THE COURTHOUSE JULY-AUGUST 2018 @ .545 CENTS/MILE
STANDARD WASTE SERVICES	09/14/2018	00000001352	269.20	30 YD ROLL OFF + TONS DISPOSAL CHARGE 8/22/18
STANDARD WASTE SERVICES	09/14/2018	00000001352	2475.00	REH TRASH SERVICE 6. 6YD & 1-3YD - SEPTEMBER 2018
STAPLES ADVANTAGE	09/14/2018	00000001352	284.40	REH WASTE 30 YARD ROL OFF + TONS DISPOSAL CHARGE
STAPLES ADVANTAGE	09/14/2018	00000001353	177.62	MOUSE & KEYBOARD FOR DEBORAH, COPY PAPERS CALCULATOR ROLS, PENS
STAPLES ADVANTAGE	09/14/2018	00000001353	28.26	OFFICE SUPPLIES
STAPLES ADVANTAGE DOCTOR	09/14/2018	00000001353	67.11	SUPPLIES FOR THE MEET & GREET
STEVES APPLIANCE DOCTOR	09/14/2018	00000001354	156.50	APT K1 OVEN - ELECTRONIC BAKE ELEMENT INSTALLED
STEVES APPLIANCE DOCTOR	09/14/2018	00000001354	158.50	APT 98 BAKE IGNITION KIT INSTALLED
STEVES APPLIANCE DOCTOR	09/14/2018	00000001354	99.50	APT 11C GAS RANGE IS CHIPPED,SHELVES BROKEN, PARTS NO LONGER AVAILABLE FOR THE MODEL
THE TRAINING CENTER	09/14/2018	00000001355	90.00	REH & JEG BOILER LOG BOOKS
MICHELLE THORNE	09/14/2018	00000001356	239.00	SUSTENANCE 2 DAYS @ \$95 + MILEAGE REIMB FOR TRIP TO AC FOR NAHRA CONFERENCE ON 9/24/18 200 MILES@ .545
TREETOP PRODUCTS CONSOLIDATED	09/14/2018	00000001357	6638.35	6 CIGARETTE DISPOSALS, 3 GARBAGE RECEPTACLES, 6 BENCHES FOR REH
VERZON WIRELESS	09/14/2018	00000001358	572.60	MAINTENANCE CELL PHONE SERVICE 7/29/18-9/28/18
WALTER SZOLUDKO	09/14/2018	00000001359	25.00	BOARD MEETING TRAVEL REIMB - 8/21/18 REH
			79519.86	

RESOLUTION # 1-9-18

A RESOLUTION TO APPROVE VOUCHERS FOR PAYMENT OF INVOICES

WHEREAS, the Commissioners of the Edison Housing Authority approves vouchers for payment of invoices in the amount of \$79,519.86.

NOW, THEREFORE, Be It Resolved, by the Board of Commissioners of the Edison Housing Authority, that Resolution 1-9-18 shall be approved.

MOVED: Commissioner Koperwhats  
SECONDED Commissioner Szoludko

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Commissioner Szoludko	X			
Commissioner Mazauskas	X			
Commissioner Koperwhats	X			
Commissioner Neal	X			
Commissioner Telesnick	X			
Commissioner Louis Mangione				X
Chairman Sanchez	X			

PASSED AND ADOPTED THE 18 day of September \_\_\_\_, 2018

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting September 18, 2018

Deborah M. Hurley  
Deborah M. Hurley, Secretary, Executive Director

RESOLUTION # 3-9-18

A RESOLUTION TO AUTHORIZE UPDATING SECTION 8 RENTAL ASSISTANCE PROGRAM ADMINISTRATIVE PLAN BY ENGAGING PROFESSIONAL SERVICE OF NAN MCKAY

WHEREAS, the Edison Housing Authority desires to update its Section 8 Rental Assistance Program Administrative plan to bring policies up to date. and

WHEREAS, it will engage professional services of Nan McKay to provide a model plan and provide revision service to assist staff with updating the Section 8 Rental Assistance Program Administrative plan.

and

WHEREAS, expenditure for Nan McKay service will not exceed \$5,000.00.

NOW, THEREFORE, Be It Resolved, by the Board of Commissioners of the Edison Housing Authority, that Resolution 3-9-18 shall amend its Section 8 Rental Assistance Program Administrative Plan to bring all policies up to date by using the professional services of Nan McKay.

MOVED: Commissioner Neal

SECONDED Commissioner Szoludko

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Commissioner Szoludko	X			
Commissioner Mazauskas	X			
Commissioner Koperwhats	X			
Commissioner Neal	X			
Commissioner Telesnick	X			
Commissioner Louis Mangione				X
Chairman Sanchez	X			

PASSED AND ADOPTED THE 18 day of September \_\_, 2018

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting September 18, 2018

Deborah M. Hurley  
Deborah M. Hurley, Secretary, Executive Director

RESOLUTION # 4-9-18

A RESOLUTION TO AUTHORIZE UPDATING THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY FOR PUBLIC HOUSING PROGRAM OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON BY ENGAGING THE PROFESSIONAL SERVICE OF NAN MCKAY

WHEREAS, the Edison Housing Authority desires to update the Admissions and Continued Occupancy Policy for the Public Housing Program of the Housing Authority of the Township of Edison. and

WHEREAS, it will engage professional services of Nan McKay to provide a model plan and revision services to assist staff with updating the Admissions and Continued Occupancy Policy for Public Housing Program.

and

WHEREAS, expenditure for Nan McKay service will not exceed \$5,000.00.

NOW, THEREFORE, Be It Resolved, by the Board of Commissioners of the Edison Housing Authority, that Resolution 4-9-18 shall update its Admissions and Continued Occupancy Policy for Public Housing Program to bring all policies up to date by using the professional services of Nan McKay.

MOVED: Commissioner Kathryn Neal

SECONDED Commissioner Barry Telesnick

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Commissioner Szoludko	X			
Commissioner Mazauskas	X			
Commissioner Koperwhats	X			
Commissioner Neal	X			
Commissioner Telesnick	X			
Commissioner Louis Mangione				X
Chairman Sanchez	^			

PASSED AND ADOPTED THE 18 day of September \_\_\_\_, 2018

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting September 18, 2018

Deborah M. Hurley  
Deborah M. Hurley, Secretary, Executive Director



RESOLUTION # 6-9-2018

A RESOLUTION AUTHORIZING COMMISSIONERS TO ATTEND THE NEW JERSEY LEAGUE OF MUNICIPALITIES IN ATLANTIC CITY, NJ

WHEREAS, the Edison Housing Authority has determined that it is in the Authority's best interest to provide continuing education for its Commissioners, and

WHEREAS, Authority commissioners desire to attend the NJ League of Municipalities conference to be held in Atlantic City from November 13 through November 15, 2018, and

WHEREAS, the staff and Executive Director have determined that budgeted funds are available to pay the expenses of attendance

NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Edison Housing Authority, that Resolution Number 6-9-2018; authorizing commissioners to attend the NJ League of Municipalities is hereby approved.

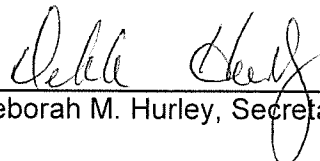
MOVED:

SECONDED:

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Commissioner Szoludko	X			
Commissioner Mazauskas	X			
Commissioner Koperwhats	X			
Commissioner Neal	X			
Commissioner Telesnick	X			
Commissioner Louis Mangione	<del>X</del>			X
Chairman Sanchez	X			

PASSED AND ADOPTED THE 18 day of September \_\_\_\_, 2018

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting September 18, 2018

  
\_\_\_\_\_  
Deborah M. Hurley, Secretary, Executive Director