

EDISON HOUSING AUTHORITY

Regular Meeting

February 19, 2019

6:00 PM

Robert Holmes Gardens (North)

14 Rev. Samuel Carpenter Drive

Edison, NJ 08820

1. Call to Order
2. Pledge of Allegiance
3. Please note that adequate notice of this meeting, as required by the Open Public Meetings Act of 1975, has been provided by notice sent to the Star Ledger and the Homes News Tribune on January 9, 2019 and a copy of the notice was published in the Home News Tribune on January 12, 2019 and the Star-Ledger January 14, 2019. Said notice has been posted on the Edison Housing Authority website and at the two housing authority properties in the main lobby area. In addition, a notice has been submitted to the Township of Edison Clerk and posted in the Municipal Building.
4. Roll Call
5. Approval of January 22, 2019 Regular Meeting Minutes
6. Resolutions:
 - 1-2-2019 Resolution to approve vouchers for payment of invoices in the amount of \$70,599.39
7. Old Business
8. New Business
9. Public Portion
10. Adjournment

**EDISON HOUSING AUTHORITY
REGULAR BOARD MEETING**

January 22, 2019

**6:00 pm
MINUTES**

The Regular Meeting of the Board of Commissioners of the Edison Housing Authority was held at Julius C. Engel, 1 Willard Dunham Drive, Edison, NJ in the community room. The meeting was called to order at 6:00 pm.

Please note that adequate notice of this meeting, as required by the Open Public Meetings Act of 1975, has been provided by notice sent to the Star Ledger and the Home News Tribune on January 9, 2019 and a copy of the notice was published in the Home News Tribune on January 12, 2019 and the Star-Ledger January 14, 2019. Said notice has been posted on the Edison Housing Authority website and at the two housing authority properties in the main lobby area. In addition, a notice has been submitted to the Township of Edison Clerk and posted in the Municipal Building.

Roll call

In attendance: Commissioner Raymond Koperwhats, Commissioner Kathryn Neal (*via-conference call*), Vice Chairman Barry Telesnick, Commissioner Louis Mangione, Jr., and Executive Director Deborah Hurley

Excused Absence: Chairman Carlos N. Sanchez, Commissioner Walter Szoludko, Commissioner Chris Mazauskas and Terrence Corrison, Attorney

Motion to approve the minutes of December 19, 2018 Meeting

Motion: Commissioner Ray Koperwhats

Second: Commissioner Louis Mangione, Jr.

Discussion: Vice Chairman Barry Telesnick asked the board if there were any comments. There was no discussion.

Approved as follows:

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

Resolution 1-1-2019 to authorize and approve Vouchers for Business in the amount of \$123,297.21.

Motion: Commissioner Kathryn Neal

Second: Commissioner Lou Mangione, Jr.

Discussion

Commissioner Koperwhats brought attention to the cost of the snow plow and suggested that we look to purchase equipment that is on a state list. Deborah Hurley, Executive Director indicated that the Housing Authority always secures (3) quotes. The cost was based on comparing the prices and the quality of service provided by the business. In addition, Vice Chairman Barry Telesnick mentioned that the price is very fair based on industry pricing. Commissioner Koperwhats once again brought attention to the repairs for plumbing which stems from fixing the heating system at Robert Holmes. Again, it was stressed by the Executive Director that a committee will be formed soon to discuss the heating pipes.

Vice Chairman Barry Telesnick asked if there were any questions. There were no questions posed by the commissioners.

Motion to approve **Resolution 1-1-2019 for \$123,297.21:**

Approved as follows:

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

Executive Director Update:

- Deborah Hurley, executive director presented an update on housing authority activity:
- i. **Property update:** Pull cords at Julius Engel are being removed. They have become an expense and unreliable even after repairs are made to the system. The nonprofit Bridges that provides services to our seniors will assist families in providing devices to seniors who would like additional assistance in case of an emergency; The maintenance team is well prepared for the inclement weather and discussion has been made to determine when to turn our community rooms into warming stations; A plan to follow up on the REAC inspection has begun and will be completed by April; and would like to form a committee to begin the discussion and secure estimates to repair the heating pipes.

- ii. **Program update:** We have begun discussions to implement a Job Fair and Resume Writing session in the months of March and April. The mentoring program will continue; a request was made to have commissioners join a committee to help renovate the basketball court. Commissioner Lou Mangione, Jr. agreed to participate; Research is being done to help provide breakfast and lunch our youth this summer; Commissioner Koperwhats made a suggestion to implement a clean and green program that involves the youth.
- iii. **Administrative:** Because of the government shut down the Edison Housing Authority has taken proactive measures to ensure that families receive information that comes from HUD and not for profit organizations. We have also implemented a food bank at both properties to ensure our families are taken care of during this time; We just completed the session to update the Administrative Plan (*section 8 policy*). Next steps: once edits are complete a public notice will be placed in the paper for public review, a hearing would need to take place and then the board will need approve the document to finalize the policy. The board will then receive a copy.

New Business

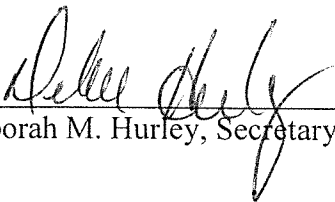
Commissioner Koperwhats asked for updates on the following:

- a.) Playground – Deborah Hurley, Executive Director indicated that everything is moving forward according to the plans based on a contact made with the vendor in December, 2018.
- b.) Landscape Contract – Deborah Hurley, Executive Director indicated that all contracts are being reviewed when their service is up for renewing. Presently, the contract has not been reviewed.

Motion to adjourn by Commissioner Lou Mangione, Jr.

Second by Commissioner Kathryn Neal

Adjourned Unanimously at 7:35 PM



Deborah M. Hurley, Secretary

Paid Invoice Listing
1/23/19-2/19/19

Vendor Name	Check Date	Check Number	Total Amount	Description
DE LAGE LANDEN FINANCIAL S	01/31/2019	0000001597	282.00	REH COPIER LEASE - 2/15/19-3/15/19
DE LAGE LANDEN FINANCIAL S	01/31/2019	0000001597	187.46	JEG COPIER LEASE 2/15/19-3/15/19
WILLIAM A. ELIAS	01/31/2019	0000001598	2000.00	SECTION 8 ADMIN PLAN PREPARATION AND REVIEW 1/2/19-1/20/19
MIDDLESEX WATER CO	01/31/2019	0000001599	2138.94	JEG WATER USAGE 12/14/18-1/15/19
NJ ADVANCE MEDIA	01/31/2019	0000001600	176.04	2019 BOARD MEETING SCHEDULE PUBLICATION
OPTIMUM	01/31/2019	0000001601	52.64	JEG INTERNET SERVICE PROVIDER 2/22/19-3/21/19
PETTY CASH - JOCELYN SILVA	01/31/2019	0000001602	231.08	PETTY CASH REPLENISHMENT 1/129/18-1/30/19
POSTAGE BY PHONE-RESERVE ACCT	01/31/2019	0000001603	500.00	POSTAGE RESERVE - JANUARY 2019
STATESIDE AFFAIRS LLC	01/31/2019	0000001604	1450.00	MONTHLY SERVICES FOR RESIDENT ASSOCIATION - JANUARY 2019
OPTIMUM	01/31/2019	0000001605	92.54	REH INTERNET SERVICE PROVIDER 2/22/19-3/21/19
AB UNIVERSAL MESSAGING	02/14/2019	0000001606	103.67	ANSWERING SERVICE - JANUARY 2019
ACME WINDOWS	02/14/2019	0000001607	2050.00	12 NEW SCREENS 1 FIXED, 24 - 22.5X33.5 NEW SCREEN & 1 FIXED, 30 - 15" WINDOW BALANCE
AFLAC	02/14/2019	0000001608	278.84	INSURANCE PREMIUMS - JANUARY 2019
BRESLIN AND BRESLIN, P.A.	02/14/2019	0000001609	2100.00	LEGAL SERVICES - JANUARY 2019
CARS UNLIMITED	02/14/2019	0000001610	68.00	FUEL FOR AUTOMOBILES - JANUARY 2019
CARS UNLIMITED	02/14/2019	0000001610	1576.40	DUMP TRUCK TOWING, 2 NEW TIRES MOUNTED, FULE TANK MODULE + LABOR TO REPLACE PARTS REPAIR FUEL LINES & TANK
CIT	02/14/2019	0000001611	258.78	TELEPHONE SYSTEM LEASE AND MAINTENANCE - FEBRUARY 2019
CORBETT EXTERMINATING, INC.	02/14/2019	0000001612	47.50	FLY TREATMENT FOR REH OFFICE 8/14/18
EAW SECURITY	02/14/2019	0000001613	1320.00	ANNUAL SERVICE CONTRACT EFFECTIVE 2/1/19 - 1ST OF THE 3 PYMTS
EDISON PLUMBING	02/14/2019	0000001614	320.00	APT C3 SHUT OFF HEATING IN THE BLDG & REMOVED LEAKING PARTS OF THE RADIATOR. BLEED THE SYSTEM
EDISON PLUMBING	02/14/2019	0000001614	320.00	APT E2 CHANGED ALL BROKEN SHUT OFF VALVES IN THE KITCHEN & BATHROOM ON THE 2ND FLOOR WASHING MACHINE
EDISON PLUMBING	02/14/2019	0000001614	320.00	BLDG 3 CLEANED CLOGGED SEWER LINE
EDISON PLUMBING	02/14/2019	0000001614	330.00	APT 17G REPLACED 2 VALVES HEATING SYSTEM IN THE CRAWL SPACE
EDISON PLUMBING	02/14/2019	0000001614	290.00	PIPE COMING FROM THE 2ND FLOOR RADIATOR
EDISON PLUMBING	02/14/2019	0000001614	290.00	APT E2 REPLACED LEAKING TOILET DRAIN IN THE CRAWL SPACE UNDER APARTMENT
EDISON PLUMBING	02/14/2019	0000001614	290.00	APT 9C & 9H CLEANED SEWER LINE
EDISON PLUMBING	02/14/2019	0000001614	310.00	APT J3 (2ND FL) REPLACED LEAKING HEATING PIPE COMING FROM THE RADIATOR

Paid Invoice Listing
1/23/19-2/19/19

ELIZABETHTOWN GAS	02/14/2019	0000001615	946.48	REH GAS 12/19/18-1/18/19
ELIZABETHTOWN GAS	02/14/2019	0000001615	5.02	REH GAS 12/19/18-1/18/19
ELIZABETHTOWN GAS	02/14/2019	0000001615	11997.95	REH GAS 12/31/18-1/30/19
EXXONMOBIL BUSINESS	02/14/2019	0000001616	41.79	GAS FOR AUTO 1/17/19
HOME DEPOT CREDIT SERVICES	02/14/2019	0000001617	4288.63	MAINTENANCE SUPPLIES & MATERIALS
HOME STAT INSPECTIONS, INC.	02/14/2019	0000001618	1164.00	HCV HQS INSPECTIONS - JANUARY 2019
RAYMOND KOPERWHATS	02/14/2019	0000001619	25.00	BOARD MEETING TRAVEL REIMBURSEMENT - 1/22/19
LOUIS MANGIONE JR. ESQ.	02/14/2019	0000001620	25.00	BOARD MEETING TRAVEL REIMBURSEMENT - 1/22/19
MAZTECK	02/14/2019	0000001621	300.00	DOMAIN TRANSFER - WEBSITE NONE MAINTENANCE WORK
MCLAUGHLIN STAUFFER & SHAKLEE, PC	02/14/2019	0000001622	62.50	LEGAL SERVICES-GENERAL LABOR MATTERS - JANUARY 2019
NAHRO	02/14/2019	0000001623	963.20	ANNUAL MEMBERSHIP 6/1/19-5/31/20
NETCONNECT, INC.	02/14/2019	0000001646	273.00	12 MICROSOFT LICENSE-HOSTED E-MAIL ONLINE END DATE 12/31/19 + GO DADDY ULTIMATE MANAGED WORDPRESS WEBSITE ENDS 12/31/19
NETCONNECT, INC.	02/14/2019	0000001646	695.00	MONTHLY REMOTE & ONSITE NETWORK MAINTENANCE ENHANCED SERVER & DESKTOP SUPPORT - FEBRUARY
NEW JERSEY AMERICAN WATER	02/14/2019	0000001625	7273.66	REH WATER 12/30/18-1/29/19
NJ MOTOR VEHICLE COMMISSION	02/14/2019	0000001626	105.00	REGISTRATION RENEWAL 2013 GMC PICKUP TRUCK (RED) EXPIRES 3/31/20
NJAHRA	02/14/2019	0000001627	175.00	2019 ANNUAL MEMBERSHIP DUES
NATIONAL TENANT NETWORK	02/14/2019	0000001628	26.00	BACKGROUND CHECK FOR PROSPECTIVE REH TENANT
NATIONAL TENANT NETWORK	02/14/2019	0000001628	130.00	JEG PROSPECTIVE TENANT BACKGROUND CHECK
OPTIMUM	02/14/2019	0000001629	77.63	REH MAINTENANCE SHOP INTERNET SERVICE 2/23/19-3/22/19
PETTY CASH - JOCELYN SILVA	02/14/2019	0000001630	55.00	REPLENISH PETTY CASH 2/1/19-2/14/19
PHOENIX SPECIALTIES, LLC	02/14/2019	0000001631	1128.00	APT E2 COUNTRY OAK RAISED PANEL ALL WOOD CABINETS & BUTTER NUT RUM COUNTER TOPS
PHOENIX SPECIALTIES, LLC	02/14/2019	0000001631	892.00	APT 2F COUNTRY OAK RAISED PANEL ALL WOOD CABINETS, L SHAPED COUNTER TOP
PSE&G CO SUMMARY ACCOUNT	02/14/2019	0000001632	3046.16	JEG ELECTRIC USAGE 12/20/18-1/23/19
PSE&G CO. (GAS & ELECTRIC)	02/14/2019	0000001633	11443.94	JEG GAS & ELECTRIC 12/18/18-1/18/19

Paid Invoice Listing
1/23/19-2/19/19

RUTGERS CENTER FOR GOVERNMENT SERVICES	02/14/2019	0000001634	520.00	2 (HURLEY, THORNE) REGISTRATIONS FOR PUBLIC RELATIONS/COMMUNICATIONS CLASS 4/27/19
JOCELYN SILVA	02/14/2019	0000001635	530.99	TV FOR REH OFFICE FOR TENANT PROGRAMS
SOW, TABITHA	02/14/2019	0000001636	11.60	1/30/19 MILEAGE REIMB FOR GOING TO TENANCY COURT IN NEW BRUNSWICK 20 MILES RT @ 58¢
STANDARD WASTE SERVICES	02/14/2019	0000001637	310.80	30 YARD ROLL OFF + TONS DISPOSAL - JANUARY 2019
STANDARD WASTE SERVICES	02/14/2019	0000001637	2598.75	REH TRASH SERVICE 6-6YD & 1-3YD - FEBRUARY 2019
STAPLES ADVANTAGE	02/14/2019	0000001638	336.91	OFFICE SUPPLIES
STATESIDE AFFAIRS LLC	02/14/2019	0000001639	1915.00	MONTHLY SERVICES FOR RESIDENT ASSOCIATION - FEBRUARY 2019
STEVE'S APPLIANCE DOCTOR	02/14/2019	0000001640	158.50	APT 9G BAKE IGNITION KIT INSTALLED
STEVE'S APPLIANCE DOCTOR	02/14/2019	0000001640	158.50	APT 11C BAKE IGNITION KIT INSTALLED
STEVE'S APPLIANCE DOCTOR	02/14/2019	0000001640	158.50	APT 12B BAKE IGNITION KIT INSTALLED
STEVE'S APPLIANCE DOCTOR	02/14/2019	0000001640	158.50	APT 15G BAKE IGNITION KIT INSTALLED
BARRY TELESNICK	02/14/2019	0000001641	25.00	BOARD MEETING TRAVEL REIMBURSEMENT - 1/22/19
VERIZON WIRELESS	02/14/2019	0000001642	219.42	MAINTENANCE CELL PHONE SERVICE 12/29/18-1/28/19
ZEP SALES AND SERVICE	02/14/2019	0000001643	607.23	REH JANITORIAL SUPPLIES
ZEP SALES AND SERVICE	02/14/2019	0000001643	188.00	JEG JANITORIAL SUPPLIES
AFSCME	02/14/2019	0000001644	263.62	UNION DUES FOR 7 EMPLOYEES @ \$18.83/PAYROLL - JANUARY 2019
GUY M. JENSEN	02/14/2019	0000001645	234.22	GARNISHMENT FOR TABITHA SOW DC-787-18, P/R 2/1/19 & 2/15/19

70599.39

RESOLUTION # 1-2-19

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 \$70,599.39

NOW, THEREFORE, Be It Resolved by the Board of Commissioner of the Edison Housing Authority that Resolution 1-2-19 shall be approved.

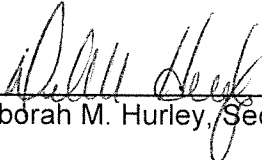
MOVED: Commissioner Neal

SECONDED Commissioner 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, Jr.	x			
Chairman N. Sanchez	x			

PASSED AND ADOPTED THE 19 day of February, 2019

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 February 19, 2019



Deborah M. Hurley, Secretary