

**Edison Housing Authority Board Meeting**  
**June 16, 2020**  
**6:00 PM**

*In light of meeting restrictions due to the coronavirus,  
this meeting will take place via conference call*

**Conference Call: 1. (425).436.6391 Access Code: 717-965**

**AGENDA**

Call to Order

Pledge of Allegiance

Please note that adequate notice of this meeting, as required by the Open Public Meetings Act of 1975, has been provided by notice and sent to the Home News Tribune on December 27, 2019 and a copy of the notice was published in the Home News Tribune on January 1, 2020. 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.

In addition, a notice was submitted to the Home News Tribune on June 3, 2020 and published on June 6, 2020 indicating the Edison Housing Authority Board Meeting will be held via-conference call due to meeting restrictions surrounding the Coronavirus. The meeting is open to the public and said notice included the conference call number and was submitted to the Township of Edison, and has been posted onto the Edison Housing Authority website.

4. Roll Call

5. Approval of May 19, 2020 Regular Meeting Minutes

6. Resolutions:

1-6-2020 Resolution to approve vouchers for payment of invoices in the amount of \$64,948.83 for the month of June.

2-6-2020 Resolution requesting support from the Capital Fund Project to make improvements to Julius Engel Property.

3-6-2020 Resolution by the Commissioners of the Edison Housing Authority Authorizing the Executive Director to execute a contract with William Elias to provide assistance to

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update the Edison Housing  
Authority Admission and Continued  
Occupancy Policy for the Public  
Housing Program.

7. Old Business:

Financial Summary for Review

8. New Business:

9. Public Portion

10. Adjournment

**EDISON HOUSING AUTHORITY  
REGULAR BOARD MEETING**

May 19, 2020

**6:00 pm**

**MINUTES**

The Regular Meeting of the Board of Commissioners of the Edison Housing Authority was held via-conference call due to meeting restrictions surrounding the coronavirus. The meeting was called to order at 6:00 pm.

Adequate notice of this Meeting as required by the Open Public Meetings Act has been provided in the following: On December 27, 2019, a notice providing the date, time, and location for the meeting was submitted to the Home News Tribune and published on January 1, 2020. 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.

In addition, a notice was submitted to the Home News Tribune on May 7, 2020 and published on May 11, 2020 indicating the Edison Housing Authority board meeting will be held via-conference call due to the meeting restrictions surrounding the coronavirus. The meeting is open to the public and said notice included the conference call number and was submitted to the Township of Edison, and has been posted onto the Edison Housing Authority website.

**Roll call**

**In attendance:** Chairman Carlos N. Sanchez, Vice Chairman Barry Telesnick, Commissioner Lou Mangione, Jr., Commissioner Raymond Koperwhats, Commissioner Toni Johnson, Commissioner Christopher Mazauskas, Executive Director Deborah Hurley, Attorney Terrence Corriston, Township of Edison, EHA Liaison, Council President Joyce Ship-Freeman.

*\*Note: Vice Chairman Barry Telesnick chaired the meeting since Chairman N. Sanchez was under the weather. There was a moment of silence for families who were victims of the pandemic. Also, it was announced by the vice chair that a tree planting ceremony would take place later in the year honoring Chairman N. Sanchez's father who was one of the casualties of the virus. Chairman N. Sanchez expressed appreciation for the recognition and show of support during this time.*

Motion to approve the minutes of April 21, 2020 Board Meeting

**Motion:** Commissioner Raymond Koperwhats

**Second:** Commissioner Toni Johnson

**Discussion:** Vice Chairman Telesnick asked if there were any questions. There was no discussion.

Approved as follows:

	AYES	NAYS	ABSENT	ABSTAIN
Chairman N. Sanchez	x			
Vice Chairman Telesnick	x			
Comm. Johnson	x			
Comm. Koperwhats	x			
Comm. Mangione	x			
Comm. Mazauskas	x			

**Resolution 1-5-2020** to authorize and approve vouchers for payment of invoices in the amount \$58,929.55 for the month of May.

**Motion:** Commissioner N. Sanchez

**Second:** Commissioner Mangione, Jr.

### **Discussion**

Commissioner Koperwhats inquired about line item for \$15,000.00. Executive Director, Deborah Hurley indicated that the expense was to repair one of the three water heaters located at Julius Engel. Commissioner Barry Telesnick inquired about the need for repairs, since funds were used several years ago to replace the water heater at Julius Engel. Deborah Hurley, Executive Director mentioned that two engineering firms were asked to assess the damage. Both firms confirmed that the warranty on the water heaters are about to expire and if they are not replaced soon, the entire system will eventually breakdown. Presently, there is an effort to move forward with a RFP to secure an engineering firm that will be responsible for the oversight and installation of the water heater system at Julius Engel Gardens. Commissioner Mazauskas questioned the bill regarding appliances. Deborah Hurley, Executive Director explained that efforts to improve the condition of the units are ongoing. As a result, several appliances needed to be replaced. In addition, the maintenance team is responsible for keeping inventory and a stock of appliances onsite for quick turn around when replacing appliances. There was no further discussion.

### **Motion to approve Resolution 1-5-2020 for \$58,929.55:**

Approved as follows:

	AYES	NAYS	ABSENT	ABSTAIN
Chairman N. Sanchez	x			
Vice Chairman Telesnick	x			
Comm. Johnson	x			
Comm. Koperwhats	x			
Comm. Mangione	x			
Comm. Mazauskas	x			

**Resolution 2-5-2020** to adopt the Edison Housing Authority Fiscal Year 2020-2021 approved budget by the New Jersey, Department of Community Affairs, Presented by Accountant, Tony Polcari, Polcari & Polcari.

**Motion:** Commissioner Koperwhats

**Second:** Commissioner Mangione, Jr.

### **Discussion**

Vice Chairman Barry Telesnick asked if there were any questions. Chairman N. Sanchez provided an overview of the budget approval process for the newly elected resident commissioner. Commissioner Koperwhats asked Terrence Corrison, Esq., if it was appropriate for the new commissioner to vote on the budget. Attorney Corrison indicated that the vote is allowed.

### **Approved Resolution 2-5-2020 as follows:**

	AYES	NAYS	ABSENT	ABSTAIN
Chairman N. Sanchez	x			
Vice Chairman Telesnick	x			
Comm. Johnson	x			
Comm. Koperwhats	x			
Comm. Mangione	x			
Comm. Mazauskas	x			

**Resolution 3-5-2020** Resolution requesting support from the Capital Fund Project to purchase additional security cameras for Robert Holmes Gardens property in the amount of \$17,411.40.

**Motion:** Commissioner Sanchez

**Second:** Commissioner Koperwhats

### **Discussion**

Vice Chairman Telesnick opened the floor for discussion. A lengthy conversation ensued that highlighted the need for additional cameras presented by Executive Director, Deborah Hurley and Chairman N. Sanchez detailed the history of the original camera installation. Commissioner Koperwhats and Commissioner Mangione, Jr. shared dialogue about the existing partnership between the Edison Housing Authority and the Edison Police Department, as a result of Deborah Hurley, Executive Director explaining how the police were involved with the logistics of placing the cameras. Also, the installed cameras will be connected to the police department. Collectively the commissioners hope that the Edison Police Department will continue to increase their presence, since the drug activity has increased at Robert Holmes Gardens. Council President indicated that the outbreak of COVID-19 has communities in Edison Township seeing a rise in criminal activity. It was agreed by all that the purchase of cameras is a good investment for the housing authority. There was no further discussion.

### **Approved Resolution 3-5-2020 as follows:**

	AYES	NAYS	ABSENT	ABSTAIN
Chairman N. Sanchez	x			
Vice Chairman Telesnick	x			
Comm. Johnson	x			
Comm. Koperwhats	x			
Comm. Mangione	x			
Comm. Mazauskas	x			

**Resolution 4-5-2020** Resolution by the Board of Commissioner of the Edison Housing Authority approving the implementation of the Program Waivers establishing alternative Statutory and /or Regulatory requirements under the Coronavirus aid, relief and economic security (CARES) ACT for Programs Administered by the Edison Housing Authority.

**Motion:** Commissioner Carlos N. Sanchez

**Second:** Commissioner Mangione, Jr.

**Discussion**

Deborah Hurley, Executive Director and Attorney, Terrence Corriston expressed that these waivers are temporary and the resolution essentially protects how we conduct business at the Edison Housing Authority during this pandemic.

**Approved Resolution 4-5-2020 as follows:**

	AYES	NAYS	ABSENT	ABSTAIN
Chairman N. Sanchez	x			
Vice Chairman Telesnick	x			
Comm. Johnson	x			
Comm. Koperwhats	x			
Comm. Mangione	x			
Comm. Mazauskas	x			

**Resolution 5-5-2020** Resolution to award a contract for waste management services to Standard Waste Services at Robert Holmes Gardens for a three-year term.

**Motion:** Commissioner Koperwhats

**Second:** Commissioner Mangione, Jr.

**Discussion**

Commissioner Koperwhats asked the Executive Director if there were any concerns with the existing service. Deborah Hurley, Executive Director indicated that since communication has improved, so has their service.

**Approved Resolution 5-5-2020 as follows:**

	AYES	NAYS	ABSENT	ABSTAIN
Chairman N. Sanchez	x			
Vice Chairman Telesnick	x			
Comm. Johnson	x			
Comm. Koperwhats	x			
Comm. Mangione	x			
Comm. Mazauskas	x			

**Old Business**

a.) **Financial Summary:** Deborah Hurley, Executive Director indicated that the financial

summary prepared by Polcari and Polcari has been presented and allowed for Q&A. There was no further discussion.

- b.) Commissioner Koperwhats asked the Council President to assist with follow up regarding having parking lines placed at Robert Holmes Gardens. Council President Ship-Freeman indicated that she would look into the project. Also, Council President Ship-Freeman inquired about the status of the trucks parking at Rev. Samuel Carpenter Blvd. Deborah Hurley, Executive Director expressed that the trucks are still parking in the area and this problem continues to invite criminal activity. Vice Chairman Telesnick wanted to know more about the issue. Council President Ship-Freeman and Deborah Hurley, Executive Director provided an overview of the activity. Many of the residents have raised concern and requested for someone to advocate on their behalf to have the trucks relocated to another area.
- c.) Fence replacement: Deborah Hurley, Executive Director indicated that a business has been selected to replace and install the fence at Julius Engel with a projected start date occurring in the month of June.

**New Business:**

**Motion** to open to the public made by Commissioner Koperwhats  
**Second** by Commissioner N. Sanchez.

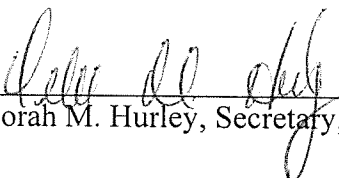
**Public: No discussion.**

**Motion** to close the public portion made by Commissioner Koperwhats. Seconded by Commissioner N. Sanchez

Public Portion closed 6:58 PM

**Motion** to adjourn by Commissioner Koperwhats  
**Second** by Commissioner Mangione, Jr.

Adjourned Unanimously at 7:00 PM

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

# Edison Housing Authority

## Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 6/1/2020 Thru: 6/30/2020, 3) Program: Public Housing

Check Name		SSN / TIN	Check Address				Print 1099		
AB Universal Messaging			PO Box 195 Spring Lake NJ 07762				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2477	CHK	738005232020	answering service - may 2020	06/20	answering service -may 2020	\$101.84		\$101.84
<b>Totals For Vendor: AB Universal Messaging</b>									<b>\$101.84</b>
Acme Windows			36 Somerset Street Plainfield NJ 07060				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2478	CHK	4833	18 new screen windo	06/20	18 new screen windows	\$1,620.00		\$1,620.00
<b>Totals For Vendor: Acme Windows</b>									<b>\$1,620.00</b>
Aflac			1932 Wynnton Road Columbus GA 31999-0797				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2494	CHK	097591	insurance premium-m	06/20	insurance premium-may	\$180.32		\$180.32
<b>Totals For Vendor: Aflac</b>									<b>\$180.32</b>
AFSCME NJ Council 63			2653-A Whitehorse-Hamilton Sq Road Nottingham Village Square Hamilton NJ 08690				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2495	CHK	520	union dues sept 2019-	06/20	union dues sept 2019-m	\$1,329.40		\$1,329.40
<b>Totals For Vendor: AFSCME NJ Council 63</b>									<b>\$1,329.40</b>
Barry Telesnick			142 Ethel Road Edison NJ 08817				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2496	CHK	051920	conference call board	06/20	conference call board m	\$25.00		\$25.00
<b>Totals For Vendor: Barry Telesnick</b>									<b>\$25.00</b>
call-em-all			3803 Parkwood Blvd Unit: Suite 900 Frisco TX 75034				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2497	CHK	43253	7/1/20-9/30/20 mass c	06/20	7/1/20-9/30/20 mass cal	\$315.00		\$315.00
<b>Totals For Vendor: call-em-all</b>									<b>\$315.00</b>
Carlos N Sanchez			3 McEvoy Road Edison NJ 08837				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2498	CHK	051920	conference call board	06/20	conference call board m	\$25.00		\$25.00
<b>Totals For Vendor: Carlos N Sanchez</b>									<b>\$25.00</b>
Christopher Mazauskas			263 Goodwin Street Perth Amboy NJ 08861				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2499	CHK	051920	conference call board	06/20	conference call board m	\$25.00		\$25.00
<b>Totals For Vendor: Christopher Mazauskas</b>									<b>\$25.00</b>
Corbett Exterminating, Inc.			284 Sheffield Street Unit: Suite 2 Mountainside NJ 07092				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2479	CHK	0493445	reh cemit treatment -	06/20	reh cemit treatment - m	\$360.00		
			0493470	ant,cemit treatment ap	06/20	ant,cemit treatment apt	\$237.50		\$597.50
<b>Totals For Vendor: Corbett Exterminating, Inc.</b>									<b>\$597.50</b>
De Lage Landen Financial Services, Inc.			PO Box 41602 Philadelphia PA 19101-1602				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2480	CHK	68163914	reh copier lease 6/15/	06/20	reh copier lease 6/15/20	\$366.37		



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Check Name	SSN / TIN	Check Address	Print 1099						
		68153501 jeg copier lease 6/15/ 06/20 jeg copier lease 6/15/20	\$187.46						\$553.83
<b>Totals For Vendor: De Lage Landen Financial Services, Inc.</b>									<b>\$553.83</b>
Deborah Hurley		1434 Maplewood Terrace Plainfield NJ 07060	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2500	CHK	6320	lunch for staff while on	06/20	lunch for staff while on	\$53.86		\$53.86
<b>Totals For Vendor: Deborah Hurley</b>									<b>\$53.86</b>
D'Onofrio & Son Landscaping		433 Hillside Avenue Hillside NJ 07205	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2501	CHK	29358	reh & jeg lawn mainte	06/20	reh & jeg lawn maintena	\$2,937.50		\$2,937.50
<b>Totals For Vendor: D'Onofrio &amp; Son Landscaping</b>									<b>\$2,937.50</b>
EAW Security		23-1941097 PO Box 543 Plymouth Meeting PA 19462	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2502	CHK	53628	reh cameras to replac	06/20	reh cameras to replace	\$363.94		\$363.94
<b>Totals For Vendor: EAW Security</b>									<b>\$363.94</b>
Elizabethtown Gas		PO Box 6031 Bellmawr NJ 08099	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2481	CHK	0577138900-51920	reh gas 4/21/20-5/19/20	06/20	reh gas 4/21/20-5/19/20	\$10.00		
			3922309254-51920	reh gas 4/22/20-5/19/20	06/20	reh gas 4/22/20-5/19/20	\$840.36		
			3996554541-43020	reh gas 3/31/20-4/30/20	06/20	reh gas 3/31/20-4/30/20	\$6,806.75		\$7,657.11
<b>Totals For Vendor: Elizabethtown Gas</b>									<b>\$7,657.11</b>
Enes Service Center LLC		247 Central Avenue Metuchen NJ 08840	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2503	CHK	0520	auto fuel - May 2020	06/20	auto fuel - may 2020	\$74.82		\$74.82
<b>Totals For Vendor: Enes Service Center LLC</b>									<b>\$74.82</b>
Home Depot Credit Services		Dept 32 - 2531888992 PO Box 78047 Phoenix AZ 85062-8047	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2504	CHK	9973034	maintenance supplies	06/20	maintenance supplies &	\$840.67		
			7342500	maintenance supplies	06/20	maintenance supplies &	\$394.96		
			6461697	maintenance material	06/20	maintenance materials	\$8.97		
			6903716	equipment rental depo	06/20	equipment rental deposi	\$1.00		
			6903755	equipment rental	06/20	equipment rental	\$69.89		
			5044112	maintenance material	06/20	maintenance materials	\$81.27		\$1,396.76
<b>Totals For Vendor: Home Depot Credit Services</b>									<b>\$1,396.76</b>
Home Stat Inspections, Inc.		PO Box 751 South Amboy NJ 08879	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2505	CHK	0520	hcv hqs inspections-a	06/20	hcv hqs inspections-apr	\$342.00		\$342.00
<b>Totals For Vendor: Home Stat Inspections, Inc.</b>									<b>\$342.00</b>

# Edison Housing Authority

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Check Name	SSN / TIN	Check Address	Print 1099						
InterGlobe Communications, Inc.		101 Tyrellan Avenue Staten Island NY 10309-2651	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2506	CHK	201525721	telephone service - ju	06/20	telephone service - june	\$681.05		\$681.05
<b>Totals For Vendor: InterGlobe Communications, Inc.</b>									<b>\$681.05</b>
Kathy Kelly		114 Begonia Ct Piscataway NJ 08854	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2507	CHK	2020	2020 prescription eye	06/20	2020 prescription eyegl	\$250.00		\$250.00
<b>Totals For Vendor: Kathy Kelly</b>									<b>\$250.00</b>
KYOCERA Document Solutions New York Metro, Inc		225 Sand Road Unit: Suite 100 Fairfield NJ 07004	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2482	CHK	55K1536784	copier network connec	06/20	contract for network con	\$395.00		\$395.00
<b>Totals For Vendor: KYOCERA Document Solutions New York Metro, Inc</b>									<b>\$395.00</b>
Louis A Mangione, Jr. Esq.		59 DeMott Lane Somerset NJ 08876	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2508	CHK	051920	conference call board	06/20	conference call board m	\$25.00		\$25.00
<b>Totals For Vendor: Louis A Mangione, Jr. Esq.</b>									<b>\$25.00</b>
Management Computer Services, Inc.		810 Monitor Street PO Box 2045 La Crosse WI 54602-2045	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2509	CHK	0520	hap acctg/pic submiss	06/20	hap acctg/pic submissio	\$750.00		\$750.00
<b>Totals For Vendor: Management Computer Services, Inc.</b>									<b>\$750.00</b>
Middlesex Water Company		PO Box 826538 Philadelphia PA 19182-6538	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2483	CHK	5535300000-51420	jeg water 4/15/20-5/14/20	06/20	jeg water 4/15/20-5/14/20	\$13,632.97		\$13,632.97
<b>Totals For Vendor: Middlesex Water Company</b>									<b>\$13,632.97</b>
MUA Specialists, LLC		90 Main Street Suite 308 Hackensack NJ 07601	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2484	CHK	10011	10000 pcs 3-ply surgic	06/20	10000 pcs 3-ply surgica	\$5,000.00		\$5,000.00
<b>Totals For Vendor: MUA Specialists, LLC</b>									<b>\$5,000.00</b>
NetConnect, Inc.		111 Storer Avenue Unit: Suite B2 Staten Island NY 10309	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2510	CHK	N6087	computer network mai	06/20	computer network maint	\$695.00		\$695.00
			N6107	desktop computer for r	06/20	desktop computer for ra	\$1,841.95		\$2,536.95
<b>Totals For Vendor: NetConnect, Inc.</b>									<b>\$2,536.95</b>
New Jersey American Water		Box 371331 Pittsburgh PA 15250-7331	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2511	CHK	1018210021-901341-52720	reh water 4/29/20-5/27/20	06/20	reh water 4/29/20-5/27/20	\$274.61		\$274.61

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Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 6/1/2020 Thru: 6/30/2020, 3) Program: Public Housing

Check Name	SSN / TIN	Check Address	Print 1099						
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$576.82					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$201.88					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$215.10					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$188.66					
		1018210021 reh water 4/19/20-5/27/20	06/20 reh water 4/19/20-5/27/20	\$424.75					
		1018210018 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$307.67					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$208.49					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$1,178.50					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$96.09					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$182.05					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$155.59					
		1018210021 reh water 4/29/20-5/27/20	06/20 reh water 4/29/20-5/27/20	\$201.88					
<b>Totals For Vendor: New Jersey American Water</b>				<b>\$4,212.09</b>					
<b>NTN-Philadelphia</b>		<b>PO Box 1023 Blackwood NJ 08012</b>		<b>No</b>					
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
06/11/2020	2512	CHK	NJ5507006	reh background check	06/20	reh background check	\$78.00		
			NJ5507005	reh & jeg background	06/20	reh & jeg background c	\$182.00		
			NJ5507004	reh & jeg background	06/20	reh & jeg background c	\$78.00		\$338.00
<b>Totals For Vendor: NTN-Philadelphia</b>									
				<b>\$338.00</b>					
<b>Optimum</b>		<b>PO Box 70340 Philadelphia PA 19178-0340</b>		<b>No</b>					
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
06/01/2020	2485	CHK	386464011-72120	reh internet service 6/22/20-7/21/20	06/20	reh internet service 6/22/20-7/21/20	\$26.28		
			453477012-72120	maintenance shop internet svc 6/22/20-7/21/20	06/20	maintenance shop internet svc 6/22/20-7/21/20	\$75.01		
			207961039-72120	jeg internet service 6/22/20-7/21/20	06/20	jeg internet service 6/22/20-7/21/20	\$75.02		\$176.31
<b>Totals For Vendor: Optimum</b>									
				<b>\$176.31</b>					
<b>PHADA</b>		<b>511 Capitol Court NE Washington DC 20002</b>		<b>No</b>					
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
06/01/2020	2486	CHK	13583	annual membership 6/	06/20	annual membership 6/1/	\$940.00		\$940.00
<b>Totals For Vendor: PHADA</b>									
				<b>\$940.00</b>					

# Edison Housing Authority

## Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 6/1/2020 Thru: 6/30/2020, 3) Program: Public Housing

Check Name		SSN / TIN	Check Address				Print 1099		
Phoenix Specialties, LLC			650-C South Avenue Garwood NJ 07027				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2513	CHK	32992	apt 7E kitchen cabinet	06/20	apt 7E kitchen cabinets	\$368.89		
			32993	apt 6A kitchen cabinet	06/20	apt 6A kitchen cabinets	\$1,073.89		\$1,442.78
<b>Totals For Vendor: Phoenix Specialties, LLC</b>									<b>\$1,442.78</b>
Pitney Bowes Global Financial Services LLC			PO Box 371887 Pittsburgh PA 15250-7887				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2514	CHK	3311240176	postage meter rental 4	06/20	postage meter rental 4/	\$325.23		\$325.23
<b>Totals For Vendor: Pitney Bowes Global Financial Services LLC</b>									<b>\$325.23</b>
Polcari & Co.			2035 Hamburg Turnpike Unit: H Wayne NJ 07470				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2487	CHK	12052	accounting services-a	06/20	accounting services-apr	\$2,800.00		\$2,800.00
<b>Totals For Vendor: Polcari &amp; Co.</b>									<b>\$2,800.00</b>
PSE&G CO			PO Box 144444 New Brunswick NJ 08906-4444				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2488	CHK	600006650660	jeg gas & electric 4/21/20-5/19/20	06/20	jeg gas & electric 4/21/20-5/19/20	\$4,251.07		\$4,251.07
06/11/2020	2515	CHK	503100072960	reh electric 4/22/20-5/21/20	06/20	reh electric 4/22/20-5/21/20	\$2,095.19		\$2,095.19
<b>Totals For Vendor: PSE&amp;G CO</b>									<b>\$6,346.26</b>
Raymond Koperwhats			12 Deerwood Avenue Edison NJ 08817				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2516	CHK	051920	conference call board	06/20	conference call board m	\$25.00		\$25.00
<b>Totals For Vendor: Raymond Koperwhats</b>									<b>\$25.00</b>
Reserve Account(Postage)			PO Box 223648 Pittsburgh PA 15250				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2489	CHK	0620	postage reserve - june	06/20	postage reserve - june	\$500.00		\$500.00
<b>Totals For Vendor: Reserve Account(Postage)</b>									<b>\$500.00</b>
Standard Waste Services			21 Edgeboro Road East Brunswick NJ 08816				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2490	CHK	377251	30 yd roll off & tons di	06/20	30 yd roll off & tons disp	\$360.32		\$360.32
06/11/2020	2517	CHK	377719	reh trash service-june	06/20	reh trash service-june 2	\$2,808.00		
			378924	30 yd roll off & tons di	06/20	30 yd roll off & tons disp	\$306.64		\$3,114.64
<b>Totals For Vendor: Standard Waste Services</b>									<b>\$3,474.96</b>
Staples			PO Box 70242 Philadelphia PA 19176-0242				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2491	CHK	8058417946	jeg fax machine, reh o	06/20	jeg fax machine, reh offi	\$173.07		\$173.07
<b>Totals For Vendor: Staples</b>									<b>\$173.07</b>
Toni Johnson			B5 Willard Dunham Drive Edison NJ 08837				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2518	CHK	051920	conference call board	06/20	conference call board m	\$25.00		\$25.00
<b>Totals For Vendor: Toni Johnson</b>									<b>\$25.00</b>

# Edison Housing Authority

## Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 6/1/2020 Thru: 6/30/2020, 3) Program: Public Housing

Check Name		SSN / TIN	Check Address				Print 1099		
Verizon Wireless			PO Box 408 Newark NJ 07101-0408				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/01/2020	2492	CHK	9853541922	cell phone service-3/2	06/20	cell phone service-3/29/	\$933.60		\$933.60
06/11/2020	2519	CHK	9855590386	cell phone service-4/2	06/20	cell phone service-4/29/	\$608.35		\$608.35
Totals For Vendor: Verizon Wireless									<b>\$1,541.95</b>
William A Elias			19 Rock Road West Milford NJ 07480				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/11/2020	2520	CHK	060620	hcv admin plan consul	06/20	hcv admin plan consulta	\$1,758.33		\$1,758.33
Totals For Vendor: William A Elias									<b>\$1,758.33</b>
Grand Totals:			Total Payments:				40		<b>\$64,948.83</b>

## RESOLUTION # 1-6-2020

### 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 \$64,948.83 for the month of June.

**NOW, THEREFORE, Be It Resolved** by the Board of Commissioner of the Edison Housing Authority that Resolution 1-6-2020 shall be approved.

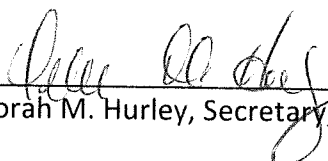
**MOVED:** Commissioner Toni Johnson

**SECONDED:** Commissioner Dale Jones

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman N. Sanchez	x			
Vice Chairman Telesnick				x
Commissioner Johnson	x			
Commissioner Jones	x			
Commissioner Koperwhats	x			
Commissioner Mangione, Jr.	x			
Commissioner Mazauskas	x			

PASSED AND ADOPTED THE 16 day of June, 2020

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 June 16, 2020

  
Deborah M. Hurley, Secretary, Executive Director

## RESOLUTION # 2-6-2020

### RESOLUTION REQUESTING SUPPORT FROM THE CAPITAL FUND PROJECT TO MAKE IMPROVEMENTS TO JULIUS ENGEL PROPERTY.

**WHEREAS**, the Edison Housing Authority desires to secure funds from the Capital Fund Project to make improvements to Julius Engel property (Buildings A and B power wash and painting of exterior and breezeways).

**WHEREAS**, the Authority's accountant has determined that sufficient funding is available in the Capital Fund Project to support the improvement to Julius Engel properties.

And

**WHEREAS**, expenditure from the Capital Fund Project shall not exceed \$15,000.00.

**NOW THEREFORE, BE IT RESOVLED** by the Board of Commissioners of the Edison Housing Authority, that Resolution 2-6-2020 shall be approved.

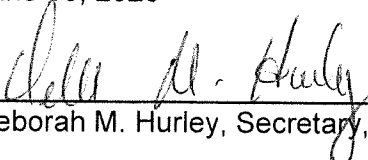
**MOVED:** Commissioner Johnson

**SECONDED:** Commissioner Mangione, Jr.

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman N. Sanchez	X			
Vice Chairman Telesnick				X
Commissioner Johnson	X			
Commissioner Jones	X			
Commissioner Koperwhats	X			
Commissioner Mangione, Jr.	X			
Commissioner Mazauskas	X			

PASSED AND ADOPTED THE 16 day of June, 2020

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 June 16, 2020

  
Deborah M. Hurley, Secretary, Executive Director

## RESOLUTION # 3-6-2020

**RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH WILLIAM A. ELIAS TO PROVIDE ASSISTANCE TO UPDATE THE EDISON HOUSING AUTHORITY ADMISSION AND CONTINUED OCCUPANCY POLICY FOR THE PUBLIC HOUSING PROGRAM.**

**WHEREAS**, the Edison Housing Authority desire to retain William A. Elias to provide assistance to Public Housing Staff and executive director in updating the Admissions and Continued Occupancy Policy and

**WHEREAS**, fee for service will not exceed \$2,000.00.

NOW, THEREFORE, Be It Resolved by the Board of Commissioner of the Edison Housing Authority that Resolution 3-6-2020 shall be approved.

MOVED: Commissioner Johnson

SECONDED Commissioner Jones

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman N. Sanchez	X			
Vice Chairman Telesnick				X
Commissioner Johnson	X			
Commissioner Jones	X			
Commissioner Koperwhats	X			
Commissioner Mangione, Jr.	X			
Commissioner Mazauskas	X			

PASSED AND ADOPTED THE 16 day of June, 2020

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 June 16, 2020.

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



**HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON  
FINANCIAL SUMMARY**

**MAY 31, 2020 YTD OPERATING SUMMARY PUBLIC HOUSING AND COCC**

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>% Var</u>
OPERATING REVENUE				
Tenant Rental Revenue	\$ 638,626	\$ 620,781	\$ 17,845	2.9%
Operating Subsidy	749,136	756,188	(7,052)	-0.9%
Other Revenue	80,984	57,567	23,417	40.7%
Year-to-Date Operating Revenue	<u>1,468,746</u>	<u>1,434,536</u>	<u>34,210</u>	<u>2.4%</u>
OPERATING EXPENSES				
Salaries & Benefits	650,225	655,462	5,237	0.8%
Utilities Expense	340,637	334,583	(6,054)	-1.8%
Maintenance Materials & Contract Costs	198,604	192,500	(6,104)	-3.2%
Other Operating Expenses	221,864	208,901	(12,963)	-6.2%
Year-to-Date Operating Expenses	<u>1,411,330</u>	<u>1,391,446</u>	<u>(19,884)</u>	<u>-1.4%</u>
Net Operating Surplus / (Deficit)	<u>\$ 57,416</u>	<u>\$ 43,090</u>	<u>\$ 14,326</u>	<u>33.2%</u>

**APRIL 30, 2020 YTD OPERATING SUMMARY HCV PROGRAM**

	<u>Admin. Fee</u>	<u>HAP Subsidy</u>	<u>Total Program</u>
OPERATING INCOME	\$ 362,128	\$ 3,024,079	\$ 3,386,207
OPERATING EXPENSES			
Salaries & Benefits	(141,276)	-	(141,276)
Other Admin. Expense	(164,757)	-	(164,757)
Housing Assistance Payments	-	(3,024,079)	(3,024,079)
Net Operating Surplus / (Deficit)	<u>\$ 56,095</u>	<u>\$ -</u>	<u>\$ 56,095</u>

**UNRESTRICTED CASH & INVESTMENTS**

	<u>May</u>	<u>April</u>	<u>Variance</u>
Public Housing & Business Activities	\$ 1,481,463	\$ 1,432,412	\$ 49,051
Housing Choice Voucher / SPC	403,213	349,167	54,046
Housing Authority Total	<u>1,884,676</u>	<u>1,781,579</u>	<u>103,097</u>
Component Unit EHA	503,891	500,396	3,495
UNRESTRICTED CASH & INVESTMENTS	<u>\$ 2,388,567</u>	<u>\$ 2,281,975</u>	<u>\$ 106,592</u>

**GRANT SUMMARY**

	<u>CFP 2018</u>	<u>CFP 2019</u>	<u>CFP 2020</u>	<u>LRPH Cares</u>	<u>HCV Cares</u>
Total Budget (excl. debt service)	\$ 218,108	\$ 234,240	\$ 252,136	\$ 126,550	\$ 63,086
Total Funds Obligated	218,108	-	-	5,248	5,248
Total Funds Expended	118,540	-	-	5,248	5,248
Unobligated Funds	-	234,240	252,136	121,303	57,839
Unexpended Funds	99,568	234,240	252,136	121,303	57,839

HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON  
FINANCIAL SUMMARY NOTES  
May 31, 2020

Low Rent Public Housing and COCC Programs

The Authority's LRPH/COCC YTD net operating profit through May 2020 is \$57,416 or \$14,326 (33.2%) better than budget.

Operating Revenues – YTD operating revenues are \$1,468,746, or \$34,210 (2.4%) better than budget.

- Tenant rental income is \$638,626 or \$17,845 (2.9%) better than budget. Rental revenue for the month of May was \$60,677, or \$4,242 above the monthly budget. This is an improvement from the prior month revenue of \$51,635. Please note this is the revenue charged to tenants and does not reflect payments received from tenants.
- LRPH operating subsidy is \$749,136 or \$7,052 (0.9%) below budget, due to HUD's allocation methodology.
- Other revenue is \$80,984 or \$23,417 (40.7%) better than budget. The Authority continues to earn higher than budgeted management fees from the HCV program.

Operating Expenses – YTD operating expenses are \$1,411,330, or \$19,884 (1.4%) worse than budget.

- Salaries and benefits are \$650,225 or \$5,237 (0.8%) better than budget.
- Utilities expenses are \$340,637 or \$6,054 (1.8%) worse than budget. The Authority's utility costs continue to trend in a positive direction during the spring months.
- Maintenance materials and contracts expenses are \$198,604 or \$6,104 (3.2%) above budget as the authority continues to maintain its tenant living conditions.
- Other operating expenses are \$221,864, or \$12,963 (6.2%) above budget. As previously mentioned, these expenses include legal, staff training/travel, accounting, telephone, miscellaneous office expenses, tenant services expenses, etc. The primary reason for this unfavorable budget variance is the Authority incurred \$16,000 of unbudgeted PHA Web training expense earlier in the fiscal year.

Housing Choice Voucher Program

The HCV program has a YTD profit of \$56,095 due to increased administrative revenue received from HUD. In April, the Authority received its usual \$28,056 plus an additional \$9,056 in HCV administrative fees. Please note the HCV program received \$63,086 in May from the CARES Act. This is currently in deferred revenue and the Authority will use these funds going forward on COVID related expenses only. These disbursements include, but are not limited to, gloves, masks, cleaning supplies, mailing of safety notices, computer and remote work setup costs, home office supplies, etc. These funds must be returned to HUD if they are not used by the end of the calendar year.

Unrestricted Cash & Investments

The Housing Authority and the Edison Affordable Housing Corporation continue to maintain strong cash balances in each its programs.

Additional CARES Act Funding

As noted last month, the Authority's low rent public housing program was recently awarded \$126,550 for the Cares Act grant. These funds were originally intended for the preparation, prevention and response to COVID-19 related expenses only. However, HUD recently indicated these funds can now be used for normal operating expenses. These funds must be returned to HUD if they are not used by the end of the calendar year.