

**Edison Housing Authority Board Meeting
Tuesday, February 16, 2021
at
6:00 pm**

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

Join Zoom Meeting

<https://zoom.us/j/97564320749?pwd=cXE3bVltcklvNUd2ZXpLU0lqbzUrZz09>

**Meeting ID: 975 6432 0749
Passcode: 850500
+1 646 558 8656 US (New York)**

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 Homes News Tribune on December 29, 2020 and a copy of the notice was published in the Home News Tribune on December 31, 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.

Also, due to meeting restrictions surrounding the Coronavirus, the Edison Housing Authority Board Meeting will conduct meetings via-zoom video conference until further notice. The meeting is open to the public. Said notice included the zoom video conference password, code and conference number. Notice was also submitted to the Township of Edison, and has been posted onto the Edison Housing Authority website.

4. Roll Call

5. Approval of January 19, 2021 Regular Meeting Minutes

6. Resolutions:

1-2-2021

Resolution to approve
vouchers for payment of invoices
in the amount of \$94,098.71 for
the month of February.

Edison Housing Authority Board Meeting
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2-2-2021 Resolution Authoritizing the salary
adjustments for certain employees.

3-2-2021 Resolution to secure Direct Deposit
system that will allow House Choice
Voucher Program to issue voucher
payments through the method of
Direct Deposit.

7. Old Business:

a.) Financial Summary

8. New Business:

a.) Financial Overview Presented by Tony Polcari, Accountant

b.) Executive Director Report

9. Public Portion

10. Adjournment

**EDISON HOUSING AUTHORITY
REGULAR BOARD MEETING
January 19, 2021
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 6:06 pm.

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 Homes News Tribune on December 29, 2020 and a copy of the notice was published in the Home News Tribune on December 31, 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.

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Roll call

In attendance: Chairman Carlos N. Sanchez, Vice Chairman Barry Telesnick, Commissioner Toni Johnson, Commissioner Dale Jones, Commissioner Raymond Koperwhats, Commissioner Lou Mangione, Jr., Executive Director Deborah Hurley, Attorney Terrence Corrison, Township of Edison Liaison, Councilwoman Joyce Ship-Freeman.

Motion to approve the minutes of December 15, 2020, Board Meeting

Motion: Commissioner Barry Telesnick

Second: Commissioner Dale Jones

Discussion: Chairman N. Sanchez 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. Jones	x			

	AYES	NAYS	ABSENT	ABSTAIN
Comm. Koperwhats	x			
Comm. Mangione, Jr.	x			

Resolution 1-1-2021 to authorize and approve vouchers for payment of invoices in the amount of \$127,904.11 for the month of January.

Motion: Commissioner Ray Koperwhats

Second: Commissioner Dale Jones

Discussion

Chairman Carlos N. Sanchez asked if there were any questions. Vice Chair Barry Telesnick inquired about expenses paid to Marczak's and Jersey Sharks Football. Executive Director, Deborah Hurley broke down the repairs made to the old jeep and clarified expenses made to the football nonprofit for services provided to clean the snow, which also included a resident family member (Mr. Bradley). Commissioner Ray Koperwhats inquired about the computer expenses and indicated that he would like to spend some time discussing the heating pipe expenses. Deborah Hurley, Executive Director mentioned that computer expenses were monthly service expenses and a presentation highlighting the heating pipe repairs was provided that included Marc Webb, Director of Maintenance. The presentation entailed images of the emergency excavation required to fix the pipes which were 9ft deep. Also, images displayed the conditions of the pipes that are located directly under several building units. A lengthy discussion ensued between all commissioners with an end result of knowing something will need to be done soon vs. later to remedy the longstanding issues of repairing the pipes. Commissioner Koperwhats suggested that we resurrect a committee to discuss possible solutions. Chairman Carlos N. Sanchez reminded the board that moving forward with the RAD program will allow us to tackle both the renovation of the buildings and the pipes. Chairman Carlos N. Sanchez also asked attorney Terrence Corriston for his advice. Attorney, Terrence Corriston reaffirmed the chairman's response to the pipes, as the RAD process would be the best way to possibly address the issues of the pipes, as we move towards redeveloping the property. Deborah Hurley, Executive Director also reminded the commissioners that funds are always included in the Capital Fund to address the heating pipe issues each year and that these expenses will be applied to the Capital Fund.

Motion to approve Resolution 1-1-2021 for \$146,199.78:

Approved as follows:

	AYES	NAYS	ABSENT	ABSTAIN
Chairman N. Sanchez	x			
Vice Chairman Telesnick	x			
Comm. Johnson	x			
Comm. Jones	x			
Comm. Koperwhats	x			
Comm. Mangione, Jr.	x			

Resolution 2-1-2021 Resolution Honoring the Memory of Edison Housing Authority
Commissioner Christopher Mazauskas.

Motion: Commissioner Barry Telesnick

Second: Commissioner Raymond Koperwhats

Discussion: Chairman Carlos N. Sanchez opened the floor for remarks and comments. The entire board expressed their condolences. Vice Chair, Barry Telesnick suggested that a sympathy card be sent to former Commissioner Mazauskas's partner, Lorraine. There was no further discussion.

Approved Resolution 2-1-2021 as follows:

	AYES	NAYS	ABSENT	ABSTAIN
Chairman N. Sanchez	x			
Vice Chairman Telesnick	x			
Comm. Johnson	x			
Comm. Jones	x			
Comm. Koperwhats	x			
Comm. Mangione, Jr.	x			

Old Business:

- a.) **Financial Summary:** Chairman Carlos N. Sanchez presented an overview. There was no further discussion

New Business:

- a.) **Executive Director's Report:** Deborah M. Hurley, Executive Director provided an overview of the state of affairs of the administrative office, as the staff has been affected by the pandemic. Covid measures have been reinforced and the offices were closed for a week to allow for cleaning and sanitizing. Staff have been requested to be tested for COVID-19 and return the following week, if results are negative.

There was a meeting held with the Department of Health Director, Jay Elliot to arrange for onsite COVID-19 testing at EHA, as well as to discuss plans on how to ensure families receive the vaccination when they become available for Edison residents. Commissioner Lou Mangione, Jr. inquired about the health condition of the staff. Executive Director, Deborah Hurley indicated that everyone is managing knowing we are working during a pandemic.

There was a meeting held with the Police Department to discuss crime prevention at both properties, as spring will be soon upon us. Chairman Carlos N. Sanchez inquired

if there were efforts to ensure Julius Engel will have security. Deborah Hurley, Exec. Dir., indicated that efforts are being made to ensure cameras will be installed. Also, the removal of two broken trucks on the property will be addressed this year. Councilwoman Ship-Freeman is working towards enforcing how trucks are being parked by the corner shop near the entrance of our complex, which blocks the entrance to Julius Engel.

Exec. Dir. mentioned the police department received approval to purchase the license plate readers and now awaiting approval by the county. Once approved, they will be installed at EHA. The Exec. Dir. reminded the commissioners that we have agreed to contribute to the purchase of (1) license plate reader.

Chairman Carlos N. Sanchez asked if there were any questions or comments. There was no further discussion.

Public:

Motion: Commissioner Raymond Koperwhats

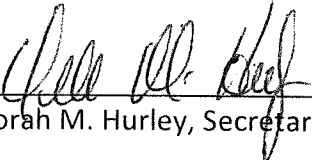
Seconded: Commissioner Barry Telesnick

Public Portion closed: 7:25 PM

Motion: to adjourn by Commissioner Barry Telesnick

Second by: Commissioner Lou Mangione, Jr.

Adjourned Unanimously at 7:26 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: 1/20/2021 Thru: 2/16/2021, 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
02/12/2021	2936	CHK	738001302021	answering service-feb 2021	02/21	answering service-feb 2021	\$132.60		\$132.60
Totals For Vendor: AB Universal Messaging									\$132.60
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
02/12/2021	2937	CHK	48205	50 window balances,	02/21	50 window balances, 2 t	\$1,260.00		\$1,260.00
Totals For Vendor: Acme Windows									\$1,260.00
Acuity Specialty Products Inc. Zep Sales & Service		PO Box 3338 Boston MA 02241-3338	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
02/12/2021	2938	CHK	9005909811	reh 3 pallets of antarti	02/21	reh 3 pallets of antartica	\$3,017.46		\$3,017.46
Totals For Vendor: Acuity Specialty Products Inc. Zep Sales & Service									\$3,017.46
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
02/12/2021	2939	CHK	409748	Insurance Premium -	02/21	Insurance Premium - J	\$270.48		\$270.48
Totals For Vendor: Aflac									\$270.48
All Risk, Inc.		801 East Clements Bridge Road Runnemede NJ 08078	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
01/29/2021	2917	CHK	12321	reh & jeg disinfecting	01/21	reh & jeg disinfecting se	\$1,250.00		\$1,250.00
Totals For Vendor: All Risk, Inc.									\$1,250.00
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
02/12/2021	2940	CHK	011921	conference call board	02/21	conference call board m	\$25.00		\$25.00
Totals For Vendor: Barry Telesnick									\$25.00
Black Belt Security & Investigations, LLC		60 Evergreen Place Unit: 510 East Orange NJ 07018	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
01/29/2021	2918	CHK	655	reh security services 1	01/21	reh security services 11	\$12,216.60		\$12,216.60
Totals For Vendor: Black Belt Security & Investigations, LLC									\$12,216.60
Breslin and Breslin, P.A.		41 Main Street Hackensack NJ 07601-7087	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
02/12/2021	2941	CHK	0121	legal services jan 202	02/21	legal services - jan 2021	\$2,350.00		\$2,350.00
Totals For Vendor: Breslin and Breslin, P.A.									\$2,350.00
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
02/12/2021	2942	CHK	011921	conference call board	02/21	conference call board m	\$25.00		\$25.00
Totals For Vendor: Carlos N Sanchez									\$25.00
Carpet Place Inc.		1101 Inman Avenue Edison NJ 08820	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
02/12/2021	2943	CHK	712	apt 12B installed carp	02/21	apt 12B installed carpet	\$389.00		\$389.00
Totals For Vendor: Carpet Place Inc.									\$389.00

Edison Housing Authority

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Check Name		SSN / TIN	Check Address				Print 1099		
Cilla Manzo PR Marketing			3400 Avenue of the Arts G221 Costa Mesa CA 92626				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
01/29/2021	2919	CHK	ED-JAN-2021	website maintenance-jan 2021	01/21	website maintenance-jan 2021	\$150.00		\$150.00
Totals For Vendor: Cilla Manzo PR Marketing									\$150.00
CIT			21146 Network Place Chicago IL 60673-1211				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
01/29/2021	2920	CHK	37070354	telephone system lease	01/21	telephone system lease	\$258.78		\$258.78
Totals For Vendor: CIT									\$258.78
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
01/29/2021	2921	CHK	0508801	cemit treatment, apt 1	01/21	cemit treatment, apt 1E	\$503.00		\$503.00
02/12/2021	2944	CHK	0510202	apt 1F & 12E cemit tre	02/21	apt 1F & 12E cemit trea	\$111.25		
			0510734	apt 3B & 9G visual be	02/21	apt 3B & 9G visual bed	\$95.00		
			0511240	apt 3B & 1E bed bug t	02/21	apt 3B & 1E bed bug tre	\$950.00		
			0511242	reh cemit treatment-fe	02/21	reh cemit treatment-feb	\$352.00		\$1,508.25
Totals For Vendor: Corbett Exterminating, Inc.									\$2,011.25
Dale Jones			52 Portland Street Edison NJ 08820				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
02/12/2021	2945	CHK	011921	conference call board	02/21	conference call board m	\$25.00		\$25.00
Totals For Vendor: Dale Jones									\$25.00
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
01/29/2021	2922	CHK	71081506	reh copier lease 2/15/	01/21	reh copier lease 2/15/21	\$366.37		
			71071603	jeg copier lease 2/15/	01/21	jeg copier lease 2/15/21	\$187.46		\$553.83
02/12/2021	2946	CHK	71435786	reh copier lease 3/15/	02/21	reh copier lease 3/15/21	\$366.37		
			71434938	jeg copier lease 3/15/	02/21	jeg copier lease 3/15/21	\$187.46		\$553.83
Totals For Vendor: De Lage Landen Financial Services, Inc.									\$1,107.66
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
01/29/2021	2923	CHK	11421	reimb dinner meeting	01/21	reimb dinner meeting wi	\$56.75		\$56.75
Totals For Vendor: Deborah Hurley									\$56.75
Edison Plumbing			94 Woodbury Road Edison NJ 08820				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
02/12/2021	2947	CHK	1221	apt 7F shut bldg water	02/21	apt 7F shut bldg water li	\$380.00		\$380.00
Totals For Vendor: Edison Plumbing									\$380.00
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
01/29/2021	2924	CHK	3996554541-123120	reh gas 11/30/20-12/31/20	01/21	reh gas 11/30/20-12/31/20	\$11,225.58		
			0577138900-12021	reh gas 12/18/20-1/20/21	01/21	reh gas 12/18/20-1/20/21	\$10.00		
			3922309254-12021	reh gas 12/18/19-1/20/21	01/21	reh gas 12/18/19-1/20/21	\$1,010.04		

Edison Housing Authority

Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 1/20/2021 Thru: 2/16/2021, 3) Program: Public Housing

Check Name	SSN / TIN	Check Address	Print 1099						
		4458334671- reh gas 12/18/20-12021 1/20/21	01/21	reh gas 12/18/20-1/20/21			\$642.08		\$12,887.70
Totals For Vendor: Elizabethtown Gas									\$12,887.70
Hands of Hope		PO Box 1057 Edison NJ 08818					No		
<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>
01/29/2021	2925	CHK	1	Donation on behalf of	01/21	Donation on behalf of C	\$500.00		\$500.00
Totals For Vendor: Hands of Hope									\$500.00
Home Depot Credit Services		Dept 32 - 2531888992 PO Box 78047 Phoenix AZ 85062-8047					No		
<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>
02/12/2021	2948	CHK	5040283	maintenance materials	02/21	maintenance materials	\$290.80		
			5972721	56 pcs lifeproof seaso	02/21	56 pieces lifeproof seas	\$3,269.28		
			4040445	maintenance material	02/21	maintenance materials f	\$458.17		
			4972780	returned 28 pcs of sea	02/21	returned 28 pcs of seas	(\$1,634.64)		
			7041167	maintenance material	02/21	maintenance materials	\$323.22		
			8461116	maintenance supplies	02/21	maintenance supplies &	\$51.92		
			8900717	maintenance supplies	02/21	maintenance supplies	\$604.92		
			3042807	maintenance supplies	02/21	maintenance supplies &	\$343.18		
			3901094	floor buffer rental	02/21	floor buffer rental	\$248.40		
			5461181	maintenance supplies	02/21	maintenance supplies	\$49.50		
			5901601	equipment rental char	02/21	equipment rental charge	\$1.00		\$4,005.75
Totals For Vendor: Home Depot Credit Services									\$4,005.75
InterGlobe Communications, Inc.		101 Tyrellan Avenue Staten Island NY 10309-2651					No		
<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>
02/12/2021	2949	CHK	210315721	telephone service - ja	02/21	telephone service - jan	\$661.58		\$661.58
Totals For Vendor: InterGlobe Communications, Inc.									\$661.58
Louis A Mangione, Jr. Esq.		59 DeMott Lane Somerset NJ 08876					No		
<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>
02/12/2021	2950	CHK	011921	conference call board	02/21	conference call board m	\$25.00		\$25.00
Totals For Vendor: Louis A Mangione, Jr. Esq.									\$25.00
Marc Webb		10A Rev Samuel Carpenter Blvd Edison NJ 08820					No		
<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>
01/29/2021	2926	CHK	121720	reimb for breakfast for	01/21	reimb for breakfast for s	\$18.32		\$18.32
Totals For Vendor: Marc Webb									\$18.32
Middlesex Water Company		PO Box 826538 Philadelphia PA 19182-6538					No		
<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>
01/29/2021	2927	CHK	5535300000-11521	jeg water 12/14/20-1/15/20	01/21	jeg water 12/14/20-1/15/20	\$4,085.34		
			5535300000-1214/20	jeg water 11/16/20-12/14/20(estimated)	01/21	jeg water 11/16/20-12/14/20(estimated)	\$3,763.99		\$7,849.33
Totals For Vendor: Middlesex Water Company									\$7,849.33

Edison Housing Authority

Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 1/20/2021 Thru: 2/16/2021, 3) Program: Public Housing

Check Name	SSN / TIN	Check Address	Print 1099
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Mount Pleasant Baptist Church		1087 Grove Avenue Edison NJ 08820	No
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Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
02/12/2021	2951	CHK	221	donation	02/21	donation	\$50.00		\$50.00
Totals For Vendor: Mount Pleasant Baptist Church									\$50.00

NetConnect, Inc.		111 Storer Avenue Unit: Suite B2 Staten Island NY 10309	No
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Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
01/29/2021	2928	CHK	N6569	go daddy website lice	01/21	go daddy website licens	\$387.00		\$387.00
02/12/2021	2952	CHK	N6583	remote & onsite maint	02/21	remote & onsite maint o	\$792.00		
			N6492	remote & onsite maint	02/21	remote & onsite maint o	\$792.00		\$1,584.00
Totals For Vendor: NetConnect, Inc.									\$1,971.00

New Jersey American Water		Box 371331 Pittsburgh PA 15250-7331	No
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Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
02/12/2021	2953	CHK	1018-2100216577 98-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$398.23		
			1018-2100216056 05-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$331.64		
			1018-2100218406 99-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$196.24		
			1018-2100219024 36-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$174.05		
			1018-2100218378 15-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$166.65		
			1018-2100218363 24-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$679.42		
			1018-2100216566 96-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$1,619.18		
			1018-2100216049 54	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$77.85		
			1018-2100189673 38-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$255.44		
			1018-2100218385 11-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$188.85		
			1018-2100218371 12-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$174.05		
			1018-2100219013 41-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$588.43		
			1018-2100218393 85-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$1,855.82		
			1018-2100219027 95-12721	reh water 12/29/20-1/27/21	02/21	reh water 12/29/20-1/27/21	\$618.02		

Edison Housing Authority

Vendor Payment History Report

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Check Name	SSN / TIN	Check Address	Print 1099						
		1018- reh water 12/29/20- 2100219017 1/27/21 30-12721	02/21	reh water 12/29/20- 1/27/21			\$166.65		\$7,490.52
Totals For Vendor: New Jersey American Water									\$7,490.52
NJAHRA			PO Box 347 Iselin NJ 08830				No		
<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>
02/12/2021	2954	CHK	2021	2021 Annual Member	02/21	2021 Annual Membersh	\$175.00		\$175.00
Totals For Vendor: NJAHRA									\$175.00
Optimum			PO Box 70340 Philadelphia PA 19176-0340				No		
<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>
01/29/2021	2929	CHK	386464011-32121	reh internet service 2/22/21-3/21/21	01/21	reh internet service 2/22/21-3/21/21	\$136.18		\$136.18
01/29/2021	2930	CHK	207961039-32121	jeg internet service 2/22/21-3/21/21	01/21	jeg internet service 2/22/21-3/21/21	\$101.18		\$101.18
01/29/2021	2931	CHK	453477012-32121	maintenance shop internet svc 2/22/21-3/	01/21	maintenance shop internet svc 2/22/21-3/2	\$81.27		\$81.27
02/12/2021	2955	CHK	386464011-42121	reh internet service 3/22/21-4/21/21	02/21	reh internet service 3/22/21-4/21/21	\$136.18		\$136.18
02/12/2021	2956	CHK	207961039-42121	jeg internet service 3/22/21-4/21/21	02/21	jeg internet service 3/22/21-4/21/21	\$101.18		\$101.18
02/12/2021	2957	CHK	453477012-42121	maintenance shop internet svc 3/22/21-4/	02/21	maintenance shop internet svc 3/22/21-4/2	\$81.27		\$81.27
Totals For Vendor: Optimum									\$637.26
P & P Custom Renovation			103 Pennington Street Newark NJ 07105				No		
<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>
02/12/2021	2958	CHK	003	apt 2E demolished flo	02/21	apt 2E demolished floor	\$6,900.00		
			004	apt 2F plumbing work	02/21	apt 2F plumbing work o	\$600.00		\$7,500.00
Totals For Vendor: P & P Custom Renovation									\$7,500.00
PSE&G CO			PO Box 144444 New Brunswick NJ 08906-4444				No		
<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>
02/12/2021	2959	CHK	6691572106-12121	jeg gas & electric 12/16/20-1/21/21	02/21	jeg gas & electric 12/16/20-1/21/21	\$11,368.72		\$11,368.72
02/12/2021	2960	CHK	5031000831-29	reh electric 12/22/20-1/22/21	02/21	reh electric 12/22/20-1/22/21	\$2,407.99		\$2,407.99
Totals For Vendor: PSE&G CO									\$13,776.71
Raymond Koperwhats			12 Deerwood Avenue Edison NJ 08817				No		
<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>
02/12/2021	2961	CHK	011921	conference call board	02/21	conference call board m	\$25.00		\$25.00
Totals For Vendor: Raymond Koperwhats									\$25.00
See-More TV & Appliance			551 Middlesex Avenue Metuchen NJ 08840				No		
<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>
01/29/2021	2932	CHK	1300324	apt 2E, 17G, 5 Westo	01/21	apt 2E, 17G, 5 Weston	\$2,080.00		\$2,080.00
Totals For Vendor: See-More TV & Appliance									\$2,080.00
Standard Waste Services			21 Edgeboro Road East Brunswick NJ 08816				No		
<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>
01/29/2021	2933	CHK	396321	reh trash service-feb 2	01/21	reh trash service-feb 20	\$2,808.00		\$2,808.00
02/12/2021	2962	CHK	397696	30 yd roll off+tons disp	02/21	30 yd roll off+tons dispo	\$327.10		\$327.10
Totals For Vendor: Standard Waste Services									\$3,135.10

Edison Housing Authority

Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 1/20/2021 Thru: 2/16/2021, 3) Program: Public Housing

Check Name		SSN / TIN	Check Address				Print 1099		
Staples			PO Box 70242 Philadelphia PA 19176-0242				No		
<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>
01/29/2021	2934	CHK	8060900075	reh & jeg office suppli	01/21	reh & jeg office supplies	\$101.41		\$101.41
02/12/2021	2963	CHK	8061126492	hcv office supplies	02/21	hcv office supplies	\$17.30		\$17.30
Totals For Vendor: Staples									\$118.71
Starlite Services LLC			PO Box 487 Perth Amboy NJ 08862				No		
<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>
01/29/2021	2935	CHK	0015	vacant apt 17G move-	01/21	vacant apt 17G move-in	\$450.00		
			0017	jeg office & communit	01/21	jeg office & community r	\$920.00		
			0016	reh office & communit	01/21	reh office & community	\$1,200.00		\$2,570.00
Totals For Vendor: Starlite Services LLC									\$2,570.00
Stateside Affairs			120 Polk Drive Brick NJ 08724				No		
<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>
02/12/2021	2964	CHK	512	winter 2021 newsletter	02/21	winter 2021 newsletter+	\$1,705.00		\$1,705.00
Totals For Vendor: Stateside Affairs									\$1,705.00
Terrel Bradley			1045 Grove Avenue Unit: 7A Edison NJ 08820				No		
<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>
02/12/2021	2965	CHK	2721	snow removal help 2/1	02/21	snow removal help 2/1/	\$392.00		\$392.00
Totals For Vendor: Terrel Bradley									\$392.00
The Print Post			274 Chestnut Street Newark NJ 07105				No		
<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>
02/12/2021	2966	CHK	25843	2500 letterheads & 20	02/21	2500 letterheads & 200	\$470.00		\$470.00
Totals For Vendor: The Print Post									\$470.00
Toni Johnson			B5 Willard Dunham Drive Edison NJ 08837				No		
<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>
02/12/2021	2967	CHK	011921	conference call board	02/21	conference call board m	\$25.00		\$25.00
Totals For Vendor: Toni Johnson									\$25.00
Verizon Wireless			PO Box 408 Newark NJ 07101-0408				No		
<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>
02/12/2021	2968	CHK	9872269666	cell phone service 12/	02/21	cell phone service 12/2	\$634.15		\$634.15
Totals For Vendor: Verizon Wireless									\$634.15
William A Elias			19 Rock Road West Milford NJ 07480				No		
<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>
02/12/2021	2969	CHK	12721	creating RFP's for sec	02/21	creating RFP's for secur	\$470.00		\$470.00
Totals For Vendor: William A Elias									\$470.00
Grand Totals:							42		\$94,098.71

RESOLUTION # 1-2-2021

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 \$94,098.71 for the month of January.

NOW, THEREFORE, Be It Resolved by the Board of Commissioner of the Edison Housing Authority that Resolution 1-2-2021 shall be approved.

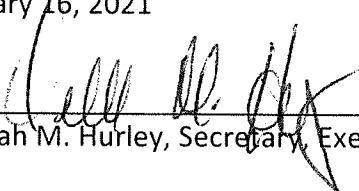
MOVED: Commissioner Jones

SECONDED: Commissioner Koperwhats

<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 Lennox Small	x			

PASSED AND ADOPTED THE 16 day of February, 2021

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 16, 2021



Deborah M. Hurley, Secretary, Executive Director

RESOLUTION # 3-2-2021

RESOLUTION TO SECURE DIRECT DEPOSIT SYSTEM THAT WILL ALLOW THE HOUSE CHOICE VOUCHER PROGRAM TO ISSUE VOUCHER PAYMENTS THROUGH THE METHOD OF DIRECT DEPOSIT

WHEREAS, the Edison Housing Authority's Housing Choice Voucher Program presently processes voucher payments by using the method of checks to pay vouchers; and

WHEREAS, the Executive Director recommends securing a direct deposit system through Provident Bank that will allow the House Choice Voucher Program to issue voucher payments through the method of direct deposit; and

WHEREAS, it will allow the Edison Housing Authority's Housing Choice Voucher Program to incur cost savings and operate more efficiently; and

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Edison Housing Authority authorizes the Executive Director to enter into a contract with Provident Bank to secure Direct Deposit system to issue voucher payments through the method of direct deposit.

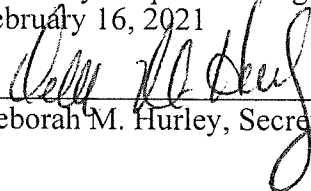
MOVED: Commissioner Telesnick

SECONDED: Commissioner Johnson

<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 Lennox Small	x			

PASSED AND ADOPTED THE 16 day of February, 2021

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 16, 2021


Deborah M. Hurley, Secretary, Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON
PRELIMINARY FINANCIAL SUMMARY NOTES
January 31, 2021

Low Rent Public Housing and COCC Programs

EHA's LRPH/COCC fiscal YTD net operating profit through January 31, 2021 is \$6,506, or \$5,070 below budget. Including unbudgeted CARES Act revenue of \$106,106, the Authority has a \$112,612 profit.

Operating Revenues – YTD operating revenues are \$963,652, or \$44,784 (4.9%) better than budget.

- Tenant rental revenue is \$426,419, or \$48,419 (12.8%) better than budget. EHA was very conservative when preparing the budget and estimating future rental revenue due to the pandemic. EHA budgeted the following amounts for monthly rental revenue: AMP 1 \$30,000 and AMP 2 \$24,000. In December, AMP1 and AMP2 had approximately \$37,600 and \$23,600 of rental revenue, respectively. AMP 1 had 85 of 90 units occupied and AMP 2 had 69 of 70 units occupied this month. EHA must continue to improve its rent collections as the tenant accounts receivable balances are higher than normal. Although part of this is due to Covid-19, the Authority should always make its strongest effort to collect overdue rents. The current tenant accounts receivable balance is approximately \$96,000.
- Operating subsidies are \$483,805, or \$3,075 (0.6%) better than budget.
- Other revenue is \$53,248 or \$6,710 (7.4%) below budget. Other revenue includes management fees from the HCV program, interest and other miscellaneous revenues.

Operating Expenses – YTD operating expenses are \$957,146, or \$49,854 (5.5%) higher than budget.

- Salaries and benefits are \$432,774 or \$21,462 (5.2%) higher than budget. Please note there were three payrolls in January, resulting in a YTD unfavorable budget variance
- Utilities expenses are \$201,484, or \$7,234 (3.7%) worse than budget. The cold winter weather will hopefully last only a few more months. EHA utility expenses always peak in the winter and then decrease in the spring.
- Maintenance materials/contracts expenses are \$138,548, or \$16,546 (1.5%) higher than budget. The three largest maintenance vendors through January are as follows: Palmer Heating (\$31,000, Standard Waste Trash Removal (\$26,000) and D'Onfrio & Sons Landscaping (\$18,000), Home Depot (\$14,000) and Edison Plumbing (\$11,000). Please remember we expect to receive large bills next month for the recent snow removal.
- Other operating expenses are \$184,340, or \$4,703 (2.6%) higher than budget. These expenses include legal, staff training/travel, accounting, telephone, miscellaneous office expenses, tenant services expenses, PILOT, etc. EHA incurred \$12,600 of Black Belt Security expenses in January.

CARES Act revenue was not budgeted as the program was not yet finalized when the budget was prepared. The Authority was awarded \$126,550 and has used \$106,106 during the current fiscal year. These funds can and are being used to pay for normal operating expenses of the Authority.

Housing Choice Voucher Program

The HCV program has a YTD profit of \$92,377 as the program's administrative revenue received from HUD exceeds its expenses. The HCV program has used \$85,497 of its \$142,284 CARES Act funding during the current fiscal year. Excluding CARES funding, the HCV program has a YTD profit of \$6,880. Please note that in previous years, the Authority struggled to reconcile and correctly apply its portability receipts. We are currently working with EHA to resolve this issue.

Unrestricted Cash & Investments

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

Grant Summary

The Authority has approximately \$450,000 of capital funds available for upcoming capital improvement projects. Please see above for the public housing and HCV program CARES grant comments.

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

JANUARY 31, 2021 FISCAL 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	\$ 426,419	\$ 378,000	\$ 48,419	12.8%
Operating Subsidies	483,805	480,730	3,075	0.6%
Other Revenue	53,428	60,138	(6,710)	-11.2%
Year-to-Date Operating Revenue	963,652	918,868	44,784	4.9%
OPERATING EXPENSES				
Salaries & Benefits	432,774	411,312	(21,462)	-5.2%
Utilities Expense	201,484	194,250	(7,234)	-3.7%
Maintenance Materials & Contract Costs	138,548	122,092	(16,456)	-13.5%
Other Operating Expenses	184,340	179,638	(4,703)	-2.6%
Year-to-Date Operating Expenses	957,146	907,292	(49,854)	-5.5%
Net Operating Surplus / (Deficit)	\$ 6,506	\$ 11,576	\$ (5,070)	-43.8%
CARES Act Revenue	106,106	-	106,106	100.0%
Net Surplus Including CARES Act Revenue	\$ 112,612	\$ 11,576	\$ 101,036	872.8%

JANUARY 31, 2021 FISCAL YTD OPERATING SUMMARY HCV PROGRAM				
	<u>Admin</u>	<u>CARES Act</u>	<u>HAP Subsidy</u>	<u>Total Program</u>
Operating Revenue	\$ 194,666	\$ 85,497	\$ 1,953,503	\$ 2,233,666
Operating Expenses:				
Salaries & Benefits	(29,774)	(57,159)	-	(86,933)
Other Admin. Expense	(72,515)	(28,338)	-	(100,853)
Housing Assistance Payments	-	-	(1,953,503)	(1,953,503)
Net Operating Surplus / (Deficit)	\$ 92,377	\$ -	\$ -	\$ 92,377

UNRESTRICTED CASH & INVESTMENTS	<u>January</u>	<u>December</u>	<u>Variance</u>
Public Housing & Business Activities	\$ 1,582,873	\$ 1,645,774	\$ (62,901)
Housing Choice Voucher / SPC	406,631	419,496	(12,865)
Housing Authority Total	1,989,504	2,065,270	(75,766)
Component Unit EHA	528,560	524,944	3,616
UNRESTRICTED CASH & INVESTMENTS	\$ 2,518,064	\$ 2,590,214	\$ (72,150)

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	\$ 253,968	\$ 126,550	\$ 142,284
Total Funds Obligated	218,108	42,436	-	112,020	85,497
Total Funds Expended	212,452	42,436	-	112,020	85,497
Unobligated Funds	-	191,804	253,968	14,530	56,787
Unexpended Funds	5,656	191,804	253,968	14,530	56,787