

**Edison Housing Authority Board Meeting  
Tuesday, September 21, 2021**

Robert E. Holmes Gardens  
14 Rev. Samuel Carpenter Blvd., Edison, NJ  
*(In the community room)*

**6:00 pm**

**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 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.

An updated notice was submitted to the Home News Tribune on July 14, 2021 and published on July 16, 2021, informing the public that board meetings will resume in person. Said notice included dates, times, and location. 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 July 20, 2021 Regular Meeting Minutes

6. Resolutions:

1-9-2021 Resolution to approve  
vouchers for payment of invoices  
in the amount of \$144,655.05 for  
the months of July, August, and September.

2-9-2021 Resolution by the Commissioners of the  
Edison Housing Authority Authorizing the  
Executive Director to award staff members  
stipends of \$2,500.00 for their time and  
dedication to support the Housing Choice  
Voucher program in consolidating  
outstanding Account Receivables.

3-9-2021 Resolution to allow the Board of Commissioners  
of the Edison Housing Authority to go into closed  
session to discuss terms of employment of the  
Executive Director.

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**6:00 pm**

4-9-2021 Resolution Renewing Deborah Hurley  
as Executive Director and Authorizing the  
Chairman of the Edison Housing Authority to  
Execute a contract with Deborah Hurley for  
Executive Director Services.

7. Old Business:

a.) Financial Summary

8. New Business:

9. Public Portion

10. Adjournment

**EDISON HOUSING AUTHORITY**  
**REGULAR BOARD MEETING**  
July 20, 2021  
6:02 PM  
**MINUTES**

The Regular Meeting of the Board of Commissioners of the Edison Housing Authority was held via-zoom conference due to meeting restrictions surrounding the coronavirus. 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 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 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.

**Roll call.**

**In attendance:** Chairman Carlos N. Sanchez, Vice Chairman Barry Telesnick, Commissioner Toni Johnson, Commissioner Dale Jones, Commissioner Raymond Koperwhats, Commissioner Louis A. Mangione, Jr., Commissioner Lennox H. Small, Deborah Hurley, Executive Director, Edison Township Liaison, Councilwoman Joyce Ship-Freeman, and Terrence Corrison, Esq.

**Guests:** Ralph Polcari, Fee Accountant, Polcari & Polcari  
Christine Op'tHof, Director of Housing Choice Voucher & COC Programs

Motion to approve the minutes of June 15, 2021, Board Meeting

**Motion:** Vice Chairman Barry Telesnick

**Second:** Commissioner Lou Mangione, Jr.

**Discussions:** There was no further discussion.

**Approved as follows:**

	<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSENT</b></u>	<u><b>ABSTAIN</b></u>
Chairman Carlos N. Sanchez	X			
Vice Chairman Barry Telesnick	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Raymond Koperwhats	X			

Commissioner Lou Mangione, Jr. X  
 Commissioner Lennox H. Small X

**Resolution 1-7-2021 to approve vouchers for payment of invoices in the amount of \$102,428.92 for the month of July 2021.**

**Motion:** Commissioner Lou Mangione, Jr.  
**Second:** Commissioner Lennox H. Small

**Discussion:** There was no discussion. (Commissioner Raymond Koperwhats was not able to vote due to technical problem.)

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Carlos N. Sanchez	X			
Vice Chairman Barry Telesnick	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Raymond Koperwhats			X	
Commissioner Lou Mangione, Jr.	X			
Commissioner Lennox H. Small	X			

**Resolution 2-7-2021 to Adopt the Capital Fund Program Five-Year Action plan.**

**Motion:** Commissioner Barry Telesnick  
**Second:** Commissioner Dale Jones

**Discussion:**

Chairman Carlos N. Sanchez provided an overview of the Capital Fund Action Plan and asked Ralph Polcari, Fee Accountant and Executive Director, Deborah Hurley to present the Capital Fund Five-Year Action Plan. After the presentation, Commissioner Koperwhats wanted to know who was involved in the decision process. Executive Director, Deborah Hurley indicated that there were several factors to assist in determining the needs for EHA's capital fund action plan, which included: feedback from the maintenance team and the resident associations; the assessment of work-orders, and the results from conducting wellness checks. Chairman Carlos N. Sanchez mentioned that many housing authorities submit the same report each year, and noticed that the Exec. Director has taken the time each year to ensure the action plan is adjusted based on the present needs of the housing authority. Commissioner Dale Jones inquired if RAD assistance for the conversion was allocated. Ms. Hurley confirmed that it was allocated under operations in the budget that was recently approved by the board. Conversations ensued that led Commissioner Mangione, Jr. to inquire about the outstanding balance in the rent collections. Commissioner Mangione, Jr. wondered if there was any coalition between the rent collection and the pandemic. Ralph Polcari, fee accountant confirmed it is due to Covid-19. Commissioner Small wanted to know what is being done to address the issue. Terrence Corrison, esq. added that the moratorium and the delay with the courts opening has made the rent collection process difficult, as no landlord can issue eviction notices. Executive Director, Deborah Hurley, informed the board about the steps being taken by the housing authority's team to collect outstanding payments which involves meeting with head of households to complete rental assistance applications provided by



the Township of Edison and DCA. Chairman Carlos N. Sanchez encourages all commissioners to participate in a virtual conference, where there will be a session dedicated to the rental/landlord crisis. Executive Director, Deborah Hurley indicated that information about the conference would be emailed to the board. There was no further discussion.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Carlos N. Sanchez	X			
Vice Chairman Barry Telesnick	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Raymond Koperwhats	X			
Commissioner Lou Mangione, Jr.	X			
Commissioner Lennox H. Small	X			

**Resolution 3-7-2021 by the Commissioners of The Edison Housing Authority to Authorize and Approve the removal of Former Commissioner Walter Szoludko as Signer of Investor Bank.**

**Motion:** Vice Chairman Barry Telesnick

**Second:** Commissioner Raymond Koperwhats

**Discussion:** There were no questions.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Carlos N. Sanchez	X			
Vice Chairman Barry Telesnick	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Raymond Koperwhats	X			
Commissioner Lou Mangione, Jr.	X			
Commissioner Lennox H. Small	X			

**New Business:**

Executive Director, Deborah Hurley invited the Director of Housing Choice Voucher and CoC Programs, Christine Op't Hof to present an overview of the voucher and COC programs. Executive Director, Deborah Hurley indicated that throughout the year, board members will have the opportunity to meet the program directors and learn more about the work performed in each department. Ms. Hurley expressed how several staff members have invested much time in the housing choice voucher program, consolidating the accounts receivables, which was inherited from the previous administration. After the presentation, Chairman Carlos N. Sanchez commended the staff for a job well done.

**Old Business:**

- a.) **Mentoring Program:** A ceremony was held for the students who participated in the STEM Mentoring program. The program was well received by the children, parents and teachers. The program will start back up in the fall.

- b.) **Property Management:** The Director of Property Management recently resigned, as a result it was determine to promote our Housing Choice Voucher Manager/Food Coordinator, Raquel Landero to the Director of Property Management position.
- c.) **Child Protection Class:** Reminders were made to the commissioners that it is mandatory to complete the class, as it is a JIF requirement.
- d.) **Family Fun Day:** EHA will host another Family Fund Day in partnership with the Mobile Family Success Center. The event is free and open to EHA and Edison Township residents. Commissioner Koperwhats confirmed the mayor will be sending media to cover the event.
- e.) **COC Program:** HUD conducted an audit of the COC program. There were several "findings" and no "concerns". We have 30 days to address the "findings".
- f.) **RAD:** A tour of the Edison Housing Authority property was conducted by our RAD consultant that included Chairman Carlos N. Sanchez and the Executive Director, Deborah Hurley. Chairman N. Sanchez expressed that he left the meeting feeling satisfied with the selection of the Brooke Group, as the consultant provided preliminary projections based on our budgets and provided keen insight about the process. During the tour, Chairman N Sanchez observed the conditions of several units and learned how much work is involved to turn-around a unit, as a result the chairman requested for all commissioners to participate in a tour of the Edison Housing Authority. The Chairman expressed that hopefully the tours will provide insight about the expenses incurred to maintain and renovate units. Executive Director, Deborah Hurley will be reaching out to organize the tours.

**Public Portion:** 6:40 pm

**Motion:** Vice Chairman Barry Telesnick

**Second:** Commissioner Lou Mangione, Jr.

Councilwoman Joyce Ship-Freeman made a statement about the need to create more jobs that provide livable wages. Also, the councilwoman inquired about the cost to attend the upcoming Family Fun Day. Executive Director, Deborah Hurley indicated that the event is free and open to all Edison Township residents.

**Motion to close the public portion:** 6:47 pm

**Motion:** Commissioner Raymond Koperwhats

**Second:** Commissioner Lou Mangione, Jr.

**Approved as follows:**

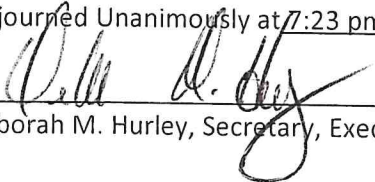
	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Carlos N. Sanchez	X			
Vice Chairman Barry Telesnick	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Raymond Koperwhats	X			
Commissioner Lou Mangione, Jr.	X			
Commissioner Lennox H. Small	X			

In August, no board meeting will be held. The next meeting will take place in-person on September 21, 2021. However, the Edison Housing Authority will be monitoring the status of the pandemic and will provide ample notice, if a decision is made to change the meeting to video-conference.

**Motion:** to adjourn by Commissioner Barry Telesnick

**Second by:** Commissioner Dale Jones

Adjourned Unanimously at 7:23 pm



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Deborah M. Hurley, Secretary, Executive Director

## Edison Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 7/21/2021 Thru: 9/21/2021, 3) Program: Public Housing

Check Name	SSN / TIN	Check Address	Print 1089					
AB Universal Messaging 56-2554760 PO Box 195 Spring Lake NJ 07762			Yes					
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3270	CHK	738007172021	07/21	answering service-july 2021	\$103.44		\$103.44
08/23/2021	3291	CHK	738008142021	08/21	answering service-aug 2021	\$109.44		\$109.44
09/17/2021	3347	CHK	738009112021	09/21	answering service - sept 2021	\$117.04		\$117.04
Totals For Vendor: AB Universal Messaging			\$329.92					
Acme Windows 36 Somerset Street Plainfield NJ 07060			No					
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3271	CHK	47965	07/21	jeg-12 rescreens, 2 new screens & 4 frame repairs	\$650.00		\$650.00
09/17/2021	3348	CHK	47727	09/21	3 thermo windows	\$320.00		\$320.00
Totals For Vendor: Acme Windows			\$970.00					
Acuity Specialty Products Inc. PO Box 3338 Boston MA 02241-3338			No					
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3272	CHK	900672830	07/21	maintenance cleaning supplies	\$409.27		
			9006478068	07/21	maint cleaning supplies	\$679.09		\$1,088.36
Totals For Vendor: Acuity Specialty Products Inc. Zep Sales			\$1,088.36					
Aflac 1932 Wynnton Road Columbus GA 31999-0797			No					
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3292	CHK	813543	08/21	insurance premium-july 2021	\$243.14		\$243.14
09/17/2021	3349	CHK	209831	09/21	insurance premium-aug 2021	\$125.66		\$125.66
Totals For Vendor: Aflac			\$368.80					
AFSCME NJ Council 63 2653-A Whitehorse-Hamilton Sq Road Nottingham Village Square			No					
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3293	CHK	0821	08/21	union dues for 3 members-aug 2021	\$117.75		\$117.75
09/17/2021	3350	CHK	0921	09/21	union dues-sept 2021	\$124.50		\$124.50
Totals For Vendor: AFSCME NJ Council 63			\$242.25					
Barry Telesnick 142 Ethel Road Edison NJ 08817			No					
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3294	CHK	72021	08/21	zoom board meeting attendance - 7/20/21	\$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	Period	Description	Amount	Void	Doc Total
09/17/2021	3351	CHK	704	09/21	60 hrs guard service =\$1557, 50 hrs vehicle=\$2400	\$3,957.00		
			705	09/21	67.50 hrs guard=\$1751.63, 52 hrs vehicle=\$2600	\$4,351.63		
			706	09/21	32.75 hrs guard=\$849.86, 36 hrs vehicle=\$1800	\$2,649.86		\$10,958.49
Totals For Vendor: Black Belt Security & Investigations, LLC			\$10,958.49					
Breslin and Breslin, P.A. 41 Main Street Hackensack NJ 07601-7087			No					
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3295	CHK	0721	08/21	legal services - july 2021	\$2,350.00		
			080521	08/21	11eviction complaints @\$53 per filing	\$583.00		\$2,933.00
09/17/2021	3352	CHK	0821	09/21	legal services - aug 2021	\$2,350.00		\$2,350.00



Totals For Vendor: Breslin and Breslin, P.A.								
Brothers Lock & Safe, Inc.			2161 Woodbridge Avenue Edison NJ 08817			No		\$5,283.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
09/17/2021	3353	CHK	58507	09/21	reh - 4 IC locks & duplicate keys	\$530.00		\$530.00
Totals For Vendor: Brothers Lock & Safe, Inc.								
Buildingstars Operations, Inc.			PO Box 419161 Saint Louis MO 63141			No		\$530.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
09/17/2021	3354	CHK	3206954	09/21	reh office cleaning 8/23/21	\$325.00		
			3206953	09/21	jeg office cleaning 8/24/21	\$195.00		\$520.00
Totals For Vendor: Buildingstars Operations, Inc.								
By Lander Hardwood Floors			083-46-9572 PO Box 717 Barnegat NJ 08005			Yes		\$520.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
09/17/2021	3355	CHK	345	09/21	apt 12A floor repair, apt1B(3 bed) stair sanding	\$960.00		\$960.00
Totals For Vendor: By Lander Hardwood Floors								
Carlos N Sanchez			3 McEvoy Road Edison NJ 08837			No		\$960.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3296	CHK	72021	08/21	zoom board meeting attendance -7/20/21	\$25.00		\$25.00
Totals For Vendor: Carlos N Sanchez								
Carmen Amalbert			11 Vermeer Drive South Amboy NJ 08879			No		\$25.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
09/17/2021	3356	CHK	9921	09/21	staff meeting breakfast 9/9/21	\$136.53		\$136.53
Totals For Vendor: Carmen Amalbert								
Carrier SI, Inc.			PO Box 1560 Draper UT 84020			No		\$136.53
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/30/2021	3328	CHK	323071	08/21	remote services, updated the call forwarding to an	\$75.00		\$75.00
Totals For Vendor: Carrier SI, Inc.								
Christine Op't Hof			175 Ridge Rd Apt K8 Cedar Grove NJ 07009			No		\$75.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3273	CHK	72421	07/21	temporary tattoo stickers for the family fund day	\$27.61		
			63021	07/21	grant drop off mileage reimb 6/30/21(28 28 miles@.	\$15.68		\$43.29
Totals For Vendor: Christine Op't Hof								
Cilla Manzo PR Marketing			3400 Avenue of the Arts G221 Costa Mesa CA 92626			No		\$43.29
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3297	CHK	ED-July-2021	08/21	website maintenance-july 2021	\$150.00		\$150.00
08/30/2021	3329	CHK	ED-August-2021	08/21	website maintenance-aug 2021	\$150.00		\$150.00
Totals For Vendor: Cilla Manzo PR Marketing								
CIT			21146 Network Place Chicago IL 60673-1211			No		\$300.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3274	CHK	38181172	07/21	telephone system lease-august 2021	\$258.78		\$258.78
09/17/2021	3357	CHK	38347291	09/21	telephone system lease-sept 2021	\$258.78		\$258.78
Totals For Vendor: CIT								
Corbett Exterminating, Inc.			284 Sheffield Street Unit: Suite 2 Mountainside NJ 07092			No		\$517.56
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3275	CHK	0518836	07/21	apt 12A bed bug treatment	\$350.00		
			0515625	07/21	monthly cemit treatment, apt 6b fly treatment	\$184.50		\$534.50

08/23/2021	3298	CHK	0515667	08/21	reh office - ant treatment 7/21/21	\$95.00		
			0519568	08/21	monthly cemit treatment, apt 8B pest control servi	\$129.00		
			0519613	08/21	apt K1 ant treatment & C6 bee treatment	\$47.50		\$271.50
09/17/2021	3358	CHK	0520788	09/21	monthly cemit treatment & apt 1D bee treatment	\$180.50		
			0520519	09/21	apt 4C cemit cleanout treatment	\$47.50		
			0521175	09/21	apt 11D cemit treatment 9/15/21	\$47.50		\$275.50
Totals For Vendor: Corbett Exterminating, Inc.								\$1,081.50
Dale Jones 52 Portland Street Edison NJ 08820						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3299	CHK	72021	08/21	zoom board meeting attendance 7/20/21	\$25.00		\$25.00
Totals For Vendor: Dale Jones								\$25.00
De Lage Landen Financial PO Box 41602 Philadelphia PA 19101-1602						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3300	CHK	73481938	08/21	reh copier lease 8/15/21-9/14/21	\$366.37		
			73481738	08/21	jeg copier lease 8/15/21-9/14/21	\$187.46		\$553.83
09/17/2021	3359	CHK	73764711	09/21	reh copier lease 9/15/21-10/14/21	\$366.37		
			73761929	09/21	jeg copier lease 9/15/21-10/14/21	\$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	Period	Description	Amount	Void	Doc Total
07/29/2021	3276	CHK	72421	07/21	coffee & donuts for the family fun day	\$33.46		
			72121	07/21	reimb for staff lunch - staff meeting 7/21/21	\$50.22		\$83.68
08/23/2021	3301	CHK	72821	08/21	donuts & coffee family fun day	\$78.05		\$78.05
09/17/2021	3360	CHK	9121	09/21	reimb for lunch with chairman	\$60.83		\$60.83
Totals For Vendor: Deborah Hurley								\$222.56
D'Onofrio & Son Landscaping 433 Hillside Avenue Hillside NJ 07205						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3302	CHK	30795	08/21	reh & jeg lawn maintenance-july 2021	\$3,062.50		\$3,062.50
09/17/2021	3361	CHK	30932	09/21	reh & jeg lawn maintenance-aug 2021	\$3,062.50		\$3,062.50
Totals For Vendor: D'Onofrio & Son Landscaping								\$6,125.00
Edison Plumbing 94 Woodbury Road Edison NJ 08820						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/30/2021	3330	CHK	72621	08/21	apt 7D & 7C sewer back up between 2 apartments	\$280.00		
			71521	08/21	apt 17H replaced leaking water line in the crawl s	\$290.00		
			72221	08/21	bldg 5 cleaned main sewer line	\$310.00		
			71221	08/21	Apt B9 cleaned building drain line	\$310.00		
			72121	08/21	apt A6 opened wall to replace broken & leaking sho	\$550.00		\$1,740.00
09/17/2021	3362	CHK	8421	09/21	bldg 12 - cleaned sewer line	\$320.00		
			84211	09/21	apt 1B replaced broken tub waste trap & connected	\$310.00		\$630.00
Totals For Vendor: Edison Plumbing								\$2,370.00
Edison Sewer Collector 100 Municipal Boulevard Edison NJ 08817						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
09/13/2021	3342	CHK	2021-2nd half	08/21	10832-1	\$30,356.68		\$30,356.68
Totals For Vendor: Edison Sewer Collector								\$30,356.68



Elizabethtown Gas				PO Box 6031 Bellmawr NJ 08099				No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total		
07/29/2021	3277	CHK	0577138900-72021	07/21	reh gas 6/18/21-7/20/21	\$10.00				
			3996554541-63021	07/21	reh gas 5/31/21-6/30/21	\$2,217.10				
			4458334671-72021	07/21	reh gas 6/18/21-7/20/21	\$28.87				
			3922309254-72021	07/21	reh gas 6/18/21-7/20/21	\$722.53			\$2,978.50	
08/23/2021	3303	CHK	3996554541-73121	08/21	reh gas 6/30/21-7/31/21	\$2,290.62			\$2,290.62	
09/17/2021	3363	CHK	0577138900-81921	09/21	reh gas 7/20/21-8/19/21	\$10.00				
			4458334671-81921	09/21	reh gas 7/20/21-8/19/21	\$30.70				
			3922309254-81921	09/21	reh gas 7/20/21-8/19/21	\$679.34			\$720.04	
Totals For Vendor: Elizabethtown Gas									\$5,989.16	
Enes Service Center LLC				247 Central Avenue Metuchen NJ 08840				No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total		
08/23/2021	3304	CHK	0721	08/21	auto gas fuel - july 2021	\$196.00			\$196.00	
09/17/2021	3364	CHK	821	09/21	auto gas fuel - aug 2021	\$249.00			\$249.00	
Totals For Vendor: Enes Service Center LLC									\$445.00	
Gannet New Jersey				PO Box 677599 Dallas TX 75267-7599				No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total		
08/23/2021	3305	CHK	0003923851	08/21	publication - may 2021	\$68.54				
			4027243	08/21	publication 7/16/21	\$74.56			\$143.10	
Totals For Vendor: Gannet New Jersey Newspapers									\$143.10	
General Security				971 Lehigh Avenue Union NJ 07083				No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total		
08/23/2021	3306	CHK	1467171	08/21	alarm monitoring & service contract 9/1/21-11/30/2	\$275.40			\$275.40	
08/30/2021	3331	CHK	1469611	08/21	fire alarm system service 8/27/21	\$300.00			\$300.00	
Totals For Vendor: General Security									\$575.40	
Giselle Manbodh				146-78-0821 530 South Wood Ave A1 Linden NJ 07036				Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total		
08/23/2021	3307	CHK	082621	08/21	2 hours dj services 8/26/21 back to school event	\$200.00			\$200.00	
Totals For Vendor: Giselle Manbodh									\$200.00	
Home Depot Credit Services				Dept 32 - 2531888992 PO Box 78047 Phoenix AZ 85062-8047				No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total		
08/23/2021	3308	CHK	14839	08/21	maintenance materials	\$270.39				
			9322347	08/21	maintenance materials	\$498.40				
			4973030	08/21	maintenance materials	\$614.80			\$1,383.59	
09/17/2021	3365	CHK	2354464	09/21	reh maintenance supplies	\$294.52				
			1020230	09/21	reh maintenance supplies	\$177.57				
			6020803	09/21	apt 1B & 3A vacancy prep supplies	\$712.33				
			9021715	09/21	reh maintenance supplies	\$472.85				
			22822	09/21	apt 3A vacancy prep supplies	\$416.09				
			6321398	09/21	apt 3A vacancy prep supplies	\$396.70			\$2,470.06	
Totals For Vendor: Home Depot Credit Services									\$3,853.65	
InterGlobe Communications,				101 Tyrellan Avenue Staten Island NY 10309-2651				No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total		
08/16/2021	3290	CHK	212125721	08/21	telephone service - july 2021	\$683.50			\$683.50	

09/07/2021	3341	CHK	211815721	07/21	telephone service - june 2021	\$679.11		\$679.11
09/17/2021	3366	CHK	212435721	09/21	telephone service - sept 2021	\$890.92		\$890.92
Totals For Vendor: InterGlobe Communications, Inc.								\$2,253.53
Jolanta Kubacka 40 Koyen Street Fords NJ 08863						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3278	CHK	72421a	07/21	family fun event food supplies-7/24/21	\$655.51		
			72121	07/21	mileage reimb for food pantry(76 miles @ .56¢)-July	\$42.56		\$698.07
08/23/2021	3309	CHK	2021	08/21	2021 prescription eyeglasses reimb	\$250.00		\$250.00
08/30/2021	3332	CHK	82621	08/21	(Voided) backpack event food & drink supplies	\$161.32	(\$161.32)	\$0.00
09/13/2021	3343	CHK	82621	08/21	backpack event food & drink supplies	\$161.32		\$161.32
Totals For Vendor: Jolanta Kubacka								\$1,109.39
Lamar Lewis 147-68-4568 370 Russel Street Vauxhall NJ 07088						Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
09/13/2021	3344	CHK	82621	08/21	haircut services during back to school event 8/26/	\$150.00		\$150.00
Totals For Vendor: Lamar Lewis								\$150.00
Lennox H Small 206 West Shirley Ave Edison NJ 08820						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3310	CHK	72021	08/21	zoom board meeting attendance 7/20/21	\$25.00		\$25.00
Totals For Vendor: Lennox H Small								\$25.00
Louis A Mangione, Jr. Esq. 2 Cedar Place Gladstone NJ 07934						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3311	CHK	72121	08/21	zoom board meeting attendance 7/20/21	\$25.00		\$25.00
Totals For Vendor: Louis A Mangione, Jr. Esq.								\$25.00
Madeline Cook 115 Ridgeley Avenue Iselin NJ 08830						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3279	CHK	63021	07/21	medicare premium reimb 1/1/21-6/30/21	\$1,677.60		\$1,677.60
Totals For Vendor: Madeline Cook								\$1,677.60
Metuchen Corner Deli 640 Middlesex Ave Metuchen NJ 08840						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/25/2021	3327	CHK	825	08/21	200 sandwiches for the backpack event 8/26/21	\$900.00		\$900.00
Totals For Vendor: Metuchen Corner Deli								\$900.00
Middlesex Water Company PO Box 826538 Philadelphia PA 19182-6538						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3280	CHK	5535300000-71521	07/21	jeg water 6/14/21-7/15/21	\$3,589.25		\$3,589.25
08/30/2021	3333	CHK	5535300000-81321	08/21	jeg water 7/15/21-8/13/21	\$3,542.28		\$3,542.28
Totals For Vendor: Middlesex Water Company								\$7,131.53
NAHRO 630 Eye Street NW Washington DC 20001						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3281	CHK	1006388502	07/21	2021 High Priority Nspire inspections virtual clas	\$520.00		\$520.00
Totals For Vendor: NAHRO								\$520.00
Nan McKay & Associates, Inc. 1810 Gillespie Way Ste 202 El Cajon CA 92020						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3312	CHK	148393	08/21	webinar-RAD project based voucher specialist regis	\$1,560.00		\$1,560.00



09/17/2021	3367	CHK	260992	09/21	3 day webinar RAD PBV Specialist - Deborah Hurley	\$780.00		
			260991	09/21	3 day webinar RAD PBV Specialist registration- Joc	\$780.00		\$1,560.00
Totals For Vendor: Nan McKay & Associates, Inc.								
NetConnect, Inc.			111 Storer Avenue Unit: Suite B2 Staten Island NY 10309			No		\$3,120.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3313	CHK	N6913	08/21	remote & onsite maint of networks-aug 2021	\$792.00		\$792.00
09/17/2021	3368	CHK	N6974	09/21	remote & onsite maint of networks-sept 2021	\$792.00		\$792.00
Totals For Vendor: NetConnect, Inc.								
New Jersey American Water			Box 371331 Pittsburgh PA 15250-7331			No		\$1,584.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3314	CHK	1018-210021837815-72821	08/21	reh water 6/26/21-7/28/21	\$216.13		
			1018-210021902795-72821	08/21	reh water 6/26/21-7/28/21	\$736.14		
			1018-210021656696-72821	08/21	reh water 6/26/21-7/28/21	\$1,204.07		
			1018-210021901341-72821	08/21	reh water 6/28/21-7/28/21	\$296.70		
			1018-210021604954-72821	08/21	reh water 6/26/21-7/28/21	\$84.30		
			1018-210021902436-72821	08/21	reh water 6/26/21-7/28/21	\$194.16		
			1018-210021605605-72821	08/21	reh water 6/28/21-7/28/21	\$603.50		
			1018-210018967338-72821	08/21	reh water 6/26/21-7/28/21	\$260.08		
			1018-210021901730-72821	08/21	reh water 6/26/21-7/28/21	\$208.81		
			1018-210021657798-72821	08/21	reh water 6/26/21-7/28/21	\$522.94		
			1018-210021839385-72821	08/21	reh water 6/26/21-7/28/21	\$1,768.97		
			1018-210021838511-72821	08/21	reh water 6/26/21-7/28/21	\$238.11		
			1018-210021837112-72821	08/21	reh water 6/26/21-7/28/21	\$289.38		
			1018-210021840699-72821	08/21	reh water 6/26/21-7/28/21	\$252.75		
			1018-210021836324-72821	08/21	reh water 6/26/21-7/28/21	\$815.89		\$7,691.93
09/17/2021	3369	CHK	1018-210021656696-82621	09/21	reh water 7/29/21-8/26/21	\$1,063.20		
			1018-210021604954-82621	09/21	reh water 7/29/21-8/26/21	\$84.30		
			1018-210021836324-82621	09/21	reh water 7/29/21-8/26/21	\$1,121.67		

				1018-210021657798-82621	09/21	reh water 7/29/21-8/26/21	\$595.32		
				1018-210021840699-82621	09/21	reh water 7/29/21-8/26/21	\$245.13		
				1018-210021902795-82621	09/21	reh water 7/29/21-8/26/21	\$1,041.98		
				1018-210021605605-82621	09/21	reh water 7/29/21-8/26/21	\$734.22		
				1018-210021837815-82621	09/21	reh water 7/29/21-8/26/21	\$237.82		
				1018-210021838511-82621	09/21	reh water 7/29/21-8/26/21	\$230.51		
				1018-210021901341-82621	09/21	reh water 7/29/21-8/26/21	\$245.13		
				1018-210021839385-82621	09/21	reh water 7/29/21-8/26/21	\$1,668.07		
				1018-210021901730-82621	09/21	reh water 7/29/21-8/26/21	\$172.03		
				1018-210021837112-82621	09/21	reh water 7/29/21-8/26/21	\$201.26		
				1018-210018967338-82621	09/21	reh water 7/29/21-8/26/21	\$245.13		
				1018-210021902436-82621	09/21	reh water 7/29/21-8/26/21	\$172.03		\$8,057.80
Totals For Vendor: New Jersey American Water									\$15,749.73
NJ Building Laborers 3218 Kennedy Blvd Jersey City NJ 07306							No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description		Amount	Void	Doc Total
08/23/2021	3315	CHK	8621	08/21	union dues for skilled laborers for 206.50 hours		\$1,488.88		\$1,488.88
Totals For Vendor: NJ Building Laborers Statewide Welfare									\$1,488.88
NJ Motor Vehicle Commission Revenue Processing Center PO Box 008 Trenton NJ 08646-0008							No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description		Amount	Void	Doc Total
07/29/2021	3282	CHK	NC701H-93022	07/21	registration renewal jeep cherokee exp 9/30/22		\$46.50		\$46.50
Totals For Vendor: NJ Motor Vehicle Commission									\$46.50
NTN-Philadelphia PO Box 1023 Blackwood NJ 08012							No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description		Amount	Void	Doc Total
08/23/2021	3316	CHK	NJ5507108	08/21	reh-background check for prospective tenant		\$26.00		\$26.00
Totals For Vendor: NTN-Philadelphia									\$26.00
Optimum PO Box 70340 Philadelphia PA 19176-0340							No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description		Amount	Void	Doc Total
07/29/2021	3283	CHK	07875453477012-82121	07/21	reh maintenance internet service 7/22/21-8/21/21		\$81.27		\$81.27
07/29/2021	3284	CHK	207961039-82121	07/21	jeg internet service 7/22/21-8/21/21		\$116.18		\$116.18
07/29/2021	3285	CHK	386464011-82121	07/21	reh internet service 7/22/21-8/21/21		\$146.18		\$146.18
08/30/2021	3334	CHK	386464011-92121	08/21	reh internet service 8/22/21-9/21/21		\$146.18		\$146.18
08/30/2021	3335	CHK	07875453477012-92121	08/21	reh maintenance internet service 8/22/21-9/21/21		\$81.27		\$81.27



08/30/2021	3336	CHK	207961039-92121	08/21	jeg internet service 8/22/21-9/21/21	\$116.18		\$116.18
Totals For Vendor: Optimum								\$687.26
Phoenix Specialties, LLC 650-C South Avenue Garwood NJ 07027						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/30/2021	3337	CHK	35052	08/21	apt 1B kitchen cabinets, counter top & steel sink	\$1,865.29		
			35134	08/21	apt 9G kitchen cabinets & counter top	\$800.00		\$2,665.29
09/17/2021	3370	CHK	35177	09/21	apt 3A kitchen cabinets	\$1,057.00		\$1,057.00
Totals For Vendor: Phoenix Specialties, LLC								\$3,722.29
Picture-It, Inc. 1703 Route 27 Edison NJ 08817						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3317	CHK	10604	08/21	nameplate for Lennox Small	\$16.00		\$16.00
Totals For Vendor: Picture-It, Inc.								\$16.00
Pitney Bowes Global Financial PO Box 371887 Pittsburgh PA 15250-7887						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
09/17/2021	3371	CHK	3314108343	09/21	postage machine lease 7/21/21-10/20/21	\$325.23		\$325.23
Totals For Vendor: Pitney Bowes Global Financial Services								\$325.23
Polcari & Co. 2035 Hamburg Turnpike Unit: H Wayne NJ 07470						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3318	CHK	13078	08/21	accounting services-july 2021	\$3,075.00		\$3,075.00
09/17/2021	3372	CHK	13109	09/21	accounting services-aug 2021	\$3,250.00		\$3,250.00
Totals For Vendor: Polcari & Co.								\$6,325.00
PSE&G CO PO Box 144444 New Brunswick NJ 08906-4444						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3286	CHK	6691572106-72021	07/21	jeg gas & electric 6/17/21-7/20/21	\$2,397.73		\$2,397.73
08/23/2021	3319	CHK	503100090548	08/21	reh electric 6/22/21-7/22/21	\$1,962.39		\$1,962.39
08/30/2021	3338	CHK	6691572106-82021	08/21	jeg gas & electric 6/18/21-8/18/21	\$1,793.87		\$1,793.87
09/17/2021	3373	CHK	503100091774	09/21	reh electric 7/22/21-8/20/21 acct#6507983403	\$2,098.17		\$2,098.17
Totals For Vendor: PSE&G CO								\$8,252.16
Raquel Landero 39 Madison Avenue Avenel NJ 07001						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
07/29/2021	3287	CHK	72121	07/21	family fun day supplies	\$24.08		\$24.08
08/30/2021	3339	CHK	83021	08/21	reimb backpack event supplies	\$37.18		\$37.18
Totals For Vendor: Raquel Landero								\$61.26
Raymond Koperwhats 12 Deerwood Avenue Edison NJ 08817						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3320	CHK	72021	08/21	zoom board meeting attendance 7/20/21	\$25.00		\$25.00
Totals For Vendor: Raymond Koperwhats								\$25.00
Reserve Account(Postage) PO Box 223648 Pittsburgh PA 15250						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
09/17/2021	3374	CHK	921	09/21	postage reserve-sept 2021	\$600.00		\$600.00
Totals For Vendor: Reserve Account(Postage)								\$600.00
See-More TV & Appliance 551 Middlesex Avenue Metuchen NJ 08840						No		
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/23/2021	3321	CHK	1302850	08/21	apt 1B - 30 cuft refrigerator	\$695.00		
			1302851	08/21	apt 6F 30 cuft refrigerator	\$695.00		\$1,390.00

Totals For Vendor: See-More TV & Appliance							
Sherwin Williams Co.		226 Talmadge Road Edison NJ 08817-2824		No			\$1,390.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Doc Total
09/17/2021	3375	CHK	3643-5	09/21	50 gals antique white paint	\$1,108.50	\$1,108.50
Totals For Vendor: Sherwin Williams Co.							
Standard Waste Services		21 Edgeboro Road East Brunswick NJ 08816		No			\$1,108.50
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Doc Total
07/29/2021	3288	CHK	411235	07/21	30 yd roll off + tons disposal charge 7/20/21	\$279.40	
			409525	07/21	30 yd roll off + tons disposal charge 7/13/21	\$533.20	\$812.60
08/23/2021	3322	CHK	410168	08/21	reh trash service- august 2021	\$2,808.00	
			411721	08/21	30 yd roll off + tons disposal charge 8/5/21	\$305.50	\$3,113.50
09/13/2021	3345	CHK	412570	08/21	reh trash service- sept 2021	\$2,808.00	\$2,808.00
09/17/2021	3376	CHK	413934	09/21	30 yd roll off + tons disposal charge 9/1/21	\$337.00	\$337.00
Totals For Vendor: Standard Waste Services							
Staples		PO Box 70242 Philadelphia PA 19176-0242		No			\$7,071.10
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Doc Total
08/23/2021	3323	CHK	8062987702	08/21	reh office supplies	\$220.98	\$220.98
09/17/2021	3377	CHK	8063302353	09/21	ring doorbell for reh office & chair(Raquel)	\$279.98	
			8063382966	09/21	reh office supply	\$55.99	\$335.97
Totals For Vendor: Staples							
Steve's Appliance Doctor, Inc.		6 Eardley Road Edison NJ 08817		No			\$556.95
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Doc Total
08/23/2021	3324	CHK	40940	08/21	apt 3E bake ignition installed	\$182.50	
			42857	08/21	apt 3B refrigerator door hinge bent, bottom door n	\$314.50	
			41067	08/21	apt 7A bake ignition kit installed	\$182.50	\$679.50
Totals For Vendor: Steve's Appliance Doctor, Inc.							
TCS Consulting, LLC.		82-4195823 6101 N 7th Street Philadelphia PA 19120		Yes			\$679.50
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Doc Total
08/23/2021	3325	CHK	MAGAD2475	08/21	resume and cover letter for a tenant Natasha Colli	\$250.00	\$250.00
Totals For Vendor: TCS Consulting, LLC.							
text-em-all		3803 Parkwood Blvd Unit: Suite 900 Frisco TX 75034		No			\$250.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Doc Total
09/17/2021	3378	CHK	59261	09/21	10/1/21-12/31/21 mass calling & texting service	\$315.00	\$315.00
Totals For Vendor: text-em-all							
The Brooke Group LLC		209 E. Egnor Drive Absecon NJ 08205		No			\$1,085.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Doc Total
09/17/2021	3379	CHK	EHA-GN01-2021	09/21	RAD consultant - july 2021	\$1,085.00	\$1,085.00
Totals For Vendor: The Brooke Group LLC							
The Print Post		274 Chestnut Street Newark NJ 07105		No			\$1,085.00
Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Doc Total
07/29/2021	3289	CHK	26493	07/21	STEM certificate & a souvenir mug for Michelle	\$20.00	\$20.00
09/17/2021	3380	CHK	26652	09/21	back to school flyer design	\$45.00	\$45.00
Totals For Vendor: The Print Post							
Netop Products, Inc.		222 State Street Batavia IL 60510		No			\$65.00

Pay Date	Pay Num	Pay Type	Inv Num	Period	Description	Amount	Void	Doc Total
08/30/2021	3340	CHK	12233	08/21	reh post & signs, dog waste & no parking	\$412.75		\$412.75
Totals For Vendor: Treetop Products, Inc.								\$412.75
Verizon Wireless						No		
						Amount	Void	Doc Total
08/23/2021	3326	CHK	9885136276	08/21	cell phone service 6/29/21-7/28/21	\$537.25		\$537.25
09/17/2021	3381	CHK	9887306436	09/21	cell phone service 7/29/21-8/28/21	\$494.73		\$494.73
Totals For Vendor: Verizon Wireless								\$1,031.98
Grand Totals:						65		\$144,655.05



## RESOLUTION # 1-9-2021

### APPROVE VOUCHERS FOR PAYMENT OF INVOICES

**WHEREAS**, the Commissioners of the Edison Housing Authority approves vouchers for payment of invoices in the amount of \$144,655.05 for the months of July, August and September.

**NOW, THEREFORE, Be It Resolved** by the Board of Commissioner of the Edison Housing Authority that Resolution 1-9-2021 shall be approved.

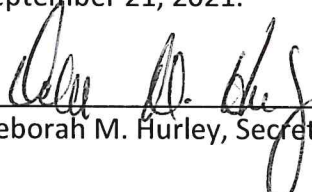
**MOVED:** Commissioner Koperwhats

**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 Small	X			

PASSED AND ADOPTED THE 21 day of September, 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 September 21, 2021.

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

## RESOLUTION # 2-9-2021

**THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZES THE EXECUTIVE DIRECTOR TO AWARD STAFF MEMBERS PAYMENTS OF \$2,500.00 FOR THEIR TIME AND DEDICATION TO SUPPORT THE HOUSING CHOICE VOUCHER PROGRAM IN CONSOLIDATING OUTSTANDING ACCOUNT RECEIVABLES.**

**WHEREAS**, for several years the Edison Housing Authority has carried an outstanding balance of \$1million dollars in account receivables in the Housing Choice Voucher program; and

**WHEREAS**, four (4) non-union staff members performed extraordinary additional services to assist in reconciling the accounts receivables in the Housing Choice Voucher department resulting in a reduction of the current account receivables from \$1,000,000.00 to \$21,982.03; and

**WHEREAS**, in recognition of the outstanding service provided by the four staff members the Housing Authority authorizes the executive director to award them each a payment of \$2,500.00; and

**NOW, THEREFORE, Be It Resolved** that the Board of Commissioners of the Edison Housing Authority approves the award of \$2,500.00 payments to each of the four staff members involved in the consolidation of the outstanding account receivable project.

**MOVED:** Commissioner Jones

**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 Lennox Small	X			

PASSED AND ADOPTED THE 21 day of September, 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 September 21, 2021

  
Deborah M. Hurley, Secretary, Executive Director

## RESOLUTION # 3-9-2021

### RESOLUTION TO ALLOW THE BOARD OF COMMISSIONERS OF THE EDISON HOUSING AUTHORITY TO GO INTO CLOSED SESSION TO DISCUSS TERMS OF EMPLOYMENT OF THE EXECUTIVE DIRECTOR

WHEREAS, the Board of the Commissioners of the Edison Housing Authority authorizes the board to go into closed session to discuss personnel matters; and

WHEREAS, the Board of Commissioners of the Edison Housing Authority will discuss the terms of employment of the Executive Director, Deborah Hurley; and

WHEREAS, the Executive Director, Deborah Hurley opted to discuss this matter in closed session.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Edison Housing Authority authorizing the board to go into closed session to discuss terms of employment of the Executive Director.

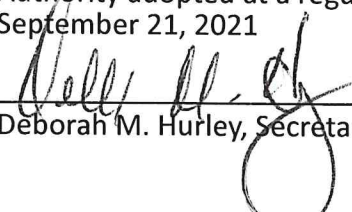
**MOVED:** Commissioner Johnson

**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 21 day of September, 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  
September 21, 2021

  
Deborah M. Hurley, Secretary, Executive Director



## **RESOLUTION # 4-9-2021**

### **A RESOLUTION RENEWING DEBORAH HURLEY AS EXECUTIVE DIRECTOR AND AUTHORIZING THE CHAIRMAN OF THE EDISON HOUSING AUTHORITY TO EXECUTE A CONTRACT WITH DEBORAH HURLEY FOR EXECUTIVE DIRECTOR SERVICES**

**WHEREAS**, the Edison Housing Authority (hereinafter “the Authority”) is a duly organized public housing entity operating and existing in accordance with the laws of the United States of America and the State of New Jersey; and

**WHEREAS**, the Edison Housing Authority has employed Deborah Hurley as Executive Director of the Authority under a one (1) year contract which commenced August 1, 2020; and

**WHEREAS**, the Authority wishes to continue Deborah Hurley in such employment and has negotiated an Employment Contract with her; and

**WHEREAS**, the Board wishes to employ the Executive Director pursuant to a Contract which is attached hereto; and

**WHEREAS**, the term of said Contract is for one (1) year from the date of and retroactive to August 1, 2021 to run to July 31, 2022; and

**WHEREAS**, the Executive Director will be employed upon the terms and conditions set forth in the Contract and in accordance with applicable law.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Edison Housing Authority as follows:

1. Subject to her signature upon the Contract attached hereto, the Board renews Deborah Hurley as Executive Director for a one (1) year term commencing and

retroactive to August 1, 2021, in accordance with the terms and conditions set forth in the Contract and in accordance with applicable law.

2. The Chairman of the Public Housing Authority is authorized to sign the Contract and appropriate officials to attest the Contract.

3. That the Contract of employment shall be submitted to the Department of Community Affairs and to the Clerk of the Township of Edison in accordance with N.J.S.A. 40A:12A-18a.

4. That the Contract shall be subject to HUD approval, if necessary.

5. That the within Resolution shall be subject to a Certification from the Authority's Chief Financial Officer/Accountant confirming that funds are available to effectuate the purposes of the within action.

6. A Certified copy of this Resolution be delivered to:

- a. Deborah Hurley;
- b. The Department of Community Affairs; and
- c. The Township Clerk of the Township of Edison.

**MOVED:** Chairman N. Sanchez

**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 Lennox Small	x			

PASSED AND ADOPTED THE 21 day of September, 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  
September 21, 2021

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

HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON  
PRELIMINARY FINANCIAL SUMMARY

AUGUST 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	\$ 142,143	\$ 116,667	\$ 25,476	21.8%
Operating Subsidy	146,560	148,494	(1,934)	-1.3%
CDBG Grant Revenue	-	10,833	(10,833)	-100.0%
Other Revenue	15,550	18,014	(2,464)	-13.7%
Year-to-Date Operating Revenue	304,253	294,009	10,245	3.5%
OPERATING EXPENSES				
Salaries & Benefits	152,400	132,922	(19,478)	-14.7%
Utilities Expense	50,097	58,333	8,236	14.1%
Maintenance Materials & Contract Costs	33,529	38,333	4,804	12.5%
Protective Services Contract	9,167	9,167	-	-100.0%
Other Operating Expenses	52,994	54,758	1,764	3.2%
Year-to-Date Operating Expenses	298,187	293,514	(4,673)	-1.6%
Net Operating Surplus / (Deficit)	\$ 6,066	\$ 495	\$ 5,572	1126.3%

AUGUST 31, 2021 FISCAL YTD OPERATING SUMMARY HCV PROGRAM			
	<u>Admin</u>	<u>HAP Subsidy</u>	<u>Total Program</u>
Operating Revenue	\$ 63,859	\$ 565,523	\$ 629,382
Operating Expenses:			
Salaries & Benefits	(22,118)	-	(22,118)
Other Admin. Expense	(26,791)	-	(26,791)
Housing Assistance Payments	-	(565,523)	(565,523)
Net Operating Surplus / (Deficit)	\$ 14,950	\$ -	\$ 14,950

UNRESTRICTED CASH & INVESTMENTS	<u>August</u>	<u>July</u>	<u>Variance</u>
Public Housing & Business Activities	\$ 1,614,555	\$ 1,499,832	\$ 114,723
Housing Choice Voucher / SPC	672,616	530,962	141,654
Housing Authority Total	2,287,171	2,030,794	256,377
Component Unit EHA	546,695	546,695	-
UNRESTRICTED CASH & INVESTMENTS	\$ 2,833,866	\$ 2,577,489	\$ 256,377

GRANT SUMMARY				
	<u>CFP 2018</u>	<u>CFP 2019</u>	<u>CFP 2020</u>	<u>CFP 2021</u>
Total Budget (excl. debt service)	\$ 218,108	\$ 234,240	\$ 253,968	\$ 267,529
Total Funds Obligated	218,108	91,097	-	-
Total Funds Expended	212,452	91,097	-	-
Unobligated Funds	-	143,143	253,968	267,529
Unexpended Funds	5,656	143,143	253,968	267,529

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

Low Rent Public Housing and COCC Programs

EHA's LRP/COCC fiscal YTD net operating profit through August 31, 2021 (2 months of the fiscal year) is \$6,066.

Operating Revenues – YTD operating revenues are \$304,253, or \$10,245 (3.5%) better than budget.

- Tenant rental revenue is \$142,143, or \$25,476 (21.8%) better than budget. The monthly rental revenue for AMP 1 and AMP 2 is approximately \$42,000 and \$29,000, respectively. The Authority must make every effort to collect rents as the tenant accounts receivable balance is now approaching \$120,000.
- Operating subsidies are \$146,560, or \$1,934 (1.3%) below budget.
- Edison HA budgeted \$65,000 of annual CDBG grant revenue. We will recognize the revenue when the Authority uses funds and requests reimbursement from the Township of Edison. The Authority received \$10,000 in August, however that was for expense reimbursements related to the prior fiscal year.
- Other revenue is \$15,550 or \$2,464 (13.7%) below budget. Other revenue includes management fees from the HCV program, interest and other miscellaneous revenues.

Operating Expenses – YTD operating expenses are \$298,187, or \$4,673 (1.6%) higher than budget.

- Salaries and benefits are \$152,400, or \$19,478 (14.7%) higher than budget. This unfavorable budget variance is primarily because there were three pay periods this month.
- Utilities expenses are \$50,097, or \$8,236 (14.1%) better than budget.
- Maintenance materials/contracts expenses are \$33,529, or \$4,804 (12.5%) better than budget.
- Protective services contract expenses are \$9,167. Black Belt Security has not yet sent any invoices when this analysis was prepared, therefore we accrued an expense amount equal to the budget. We will adjust the expense going forward as we receive the actual invoices.
- Other operating expenses are \$52,994, or \$1,764 (3.2%) better than budget. These expenses include legal, staff training/travel, accounting, telephone, miscellaneous office expenses, tenant services expenses, PILOT, etc.

Housing Choice Voucher Program

EHA's Housing Choice Voucher program's fiscal YTD net operating profit through August 31, 2021 is \$14,950. The authority's HAP expenses are covered by funding received from HUD. The administrative funding received by the Authority is \$14,950 more than the YTD actual expenses incurred.

Unrestricted Cash & Investments

The Housing Authority and the Edison Affordable Housing Corporation continue to maintain strong cash and investment balances in each of its programs. Total unrestricted cash and investments is \$2,833,866. The Shelter Plus Care (Continuum of Care) program was able to draw-down all necessary funding for July and August that was not available last month.

Grant Summary

The Authority has approximately \$670,000 of capital funds available for upcoming capital improvement projects – some upcoming projects that are included in this year's budget are heating upgrades, a maintenance truck, security cameras, lighting, a new basketball court and the RAD physical needs assessment. All of the required documents for Capital Fund 2021 were submitted and approved, therefore these funds are now available.