

Edison Housing Authority Board Meeting
Tuesday, January 18, 2022
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://us06web.zoom.us/j/85467036694?pwd=WWVaZGpGVTC0NXVoQUdocEdoeEsrZz09>

Meeting ID: 854 6703 6694

Passcode: 614696

Phone: +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 30, 2021 and a copy of the notice was published in the Home News Tribune on January 4, 2022. Said notice has been posted on the Edison Housing Authority website and at the two housing authority properties in the main lobby area. In addition, a notice has been submitted to the Township of Edison clerk and posted in the Municipal Building.

4. Roll Call

5. Edison Housing Authority Reorganization Meeting:

Elections of Officers – Chairman yields Chair to Attorney.
Nominations for Chairman: Commissioner Carlos N. Sanchez

No other nominations

Moved by Comm. Commissioner Raymond Koperwhats
Seconded by Comm. Commissioner Barry Telesnick

Nominations for Vice Chairman: Commissioner Barry Telesnick

No other nominations

Moved by Commissioner Dale Jones
Seconded by Commissioner Raymond Koperwhats

Edison Housing Authority Board Meeting
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6:00 pm

Nominations for Treasurer: Commissioner Lou Mangione, Jr.

No other nominations

Moved by Commissioner Barry Telesnick

Seconded by Commissioner Toni Johnson

Unanimous vote for approval cast by Secretary, Hurley

6. Approval of December 21, 2021 Regular Meeting Minutes

7. Resolutions:

1-1-2022	Resolution to approve vouchers for payment of invoices in the amount of \$109,227.90 for the month of January.
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2-1-2022	Resolution Recognizing Jay Elliot, Director of Health and Human Services for the Township of Edison for his dedicated service to the families living within the Edison Housing Authority community.
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8. Old Business:

a.) Financial Summary for Review

9. New Business: Executive Director Report

10. Public Portion

11. Adjournment

EDISON HOUSING AUTHORITY

REGULAR BOARD MEETING

December 21, 2021

5:00 PM

MINUTES

The Regular Meeting of the Board of Commissioners of the Edison Housing Authority was held at Julius Engel Gardens in the community room. The meeting was called to order at 5:02 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 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.

In addition, 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. On November 12, 2021, another notice was submitted to the Home News Tribune and published on November 16, 2021 indicating the change of date for the November board meeting, and change of time for the December, 2021 board meeting. All notices were submitted to the Township of Edison, clerk and posted onto the Edison Housing Authority website and in the lobby areas of the Edison Housing Authority.

Roll Call

In attendance: Chairman Carlos N. Sanchez, Vice Chairman Barry Telesnick, Commissioner Toni Johnson, Commissioner Dale Jones, Commissioner Lennox H. Small, Deborah Hurley, Executive Director, and Terrence Corrison, Esq., (via-conference call).

Absent: Commissioner Ray Koperwhats
Commissioner Lou Mangione, Jr.

Motion to approve the minutes of November 30, 2021, Board Meeting

Motion: Commissioner Telesnick

Second: Commissioner Johnson

Discussions: No discussion or amendments.

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			

EDISON HOUSING AUTHORITY

REGULAR BOARD MEETING

December 21, 2021

5:00 PM

Resolution 1-12-2021 to approve vouchers for payment of invoices in the amount of \$59,107.52 for the month of December 2021.

Motion: Commissioner Jones

Second: Commissioner Small

Discussion:

Chairman Carlos N. Sanchez opened the floor for discussion. Commissioner Telesnick inquired about the utility bill and inquired about which bills do residents pay and which bills the housing authority pays. Deborah Hurley, Executive Director indicated that the utility bills are paid by the housing authority and bills like cable and internet are paid by the residents. Commissioner Johnson indicated that she pays her utility bills; however, the housing authority subsidizes the bill based on income. 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 2-12-2021 Adopting the Edison Housing authority COVID-19 Vaccination Policy.

Motion: Commissioner Jones

Second: Commissioner Telesnick

Discussion: Chairman Carlos N. Sanchez opened the floor for discussion. Deborah Hurley, Executive Director indicated the policy has been reviewed by the labor attorney and there are two areas have been left up for the commissioners to determine the date unvaccinated staff should be vaccinated and the date and period of time a staff member should receive a covid test, if they choose not to be vaccinated. A discussion ensued among the board members with a decision that staff members who are not vaccinated, should be vaccinated by January 1, 2022, and staff that choose not to be vaccinated must get tested in the week on their own time and submit results by Friday, in order to work the following week. There was no further discussion.

Approved as follows:

EDISON HOUSING AUTHORITY

REGULAR BOARD MEETING

December 21, 2021

5:00 PM

	<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 3-12-2021 Approving the Edison Housing Authority Board Meeting dates, time, and location for Calendar Year, 2022.

Motion: Commissioner Telesnick

Second: Commissioner Small

Discussion:

Chairman Carlos N. Sanchez asked if there were any questions, as there has been a decision made to host board meeting via video-conference for three months, due to the increase of covid numbers in the state. The board agreed that it was a good recommendation and 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 4-12-2021 the Board of Commissioners of the Edison Housing Authority approving the Observation of Juneteenth as a paid holiday.

Motion: Commissioner Small

Second: Commissioner Johnson

Discussion: Chairman Carlos N. Sanchez opened the floor for discussion. Commissioner Telesnick requested clarification about the holiday. Chairman Sanchez explained the significance of the holiday. Deborah Hurley, Executive Director mentioned that many housing authorities have approved the holiday. Commissioner Jones asked how many holidays does the staff observe. Deborah Hurley, Executive Director indicated that Juneteenth would be considered the 15th holiday for the staff. Attorney, Terrence Corriston noted that the state of New Jersey has designated Juneteenth as a state holiday that will be observed the third Friday in June.in a year. There was no further discussion.

EDISON HOUSING AUTHORITY
REGULAR BOARD MEETING
December 21, 2021
5:00 PM

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			

Old Business:

- a.) Financial Statement: Board reviewed the financial summary. Commissioner Jones asked if the CARES Act funds for section 8 had been exhausted. Deborah Hurley, Executive Director confirmed that everything had been spent.

New Business:

Deborah Hurley, Executive Director reported on the following:

- Families at Julius Engel Gardens and Robert E. Holmes Gardens hosted successful holiday parties.
- The staff holiday luncheon will be held on Thursday, Dec., 23rd and commissioners are invited to drop by and wish the team happy holidays.

Public Portion: 5:35 pm

Motion: Commissioner Telesnick

Second: Commissioner Jones

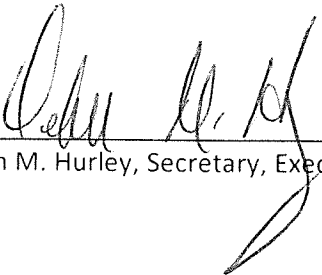
Meeting open for the public.

There was no discussion.

Motion: to adjourn by Commissioner Telesnick

Second by: Commissioner Jones

Adjourned Unanimously at 5:40 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: 12/22/2021 Thru: 1/18/2022, 3) Program: Public Housing

Check Name		SSN/TIN	Check Address		Print 1099				
AB Universal Messaging		56-2554760	PO Box 195 Spring Lake NJ 07762			Yes			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3575	CHK	738001012022	answering service - Jan 2022	12/21	\$90.64		\$90.64	
Totals For Vendor: AB Universal Messaging									\$90.64
Aflac			1932 Wynnton Road Columbus GA 31899-0797			No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3576	CHK	762117	insurance premium-dec 2021	12/21	\$188.46		\$188.46	
Totals For Vendor: Aflac									\$188.46
Barry Telesnick			142 Ethel Road Edison NJ 08817			No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3606	CHK	122121	JEG board meeting travel reimb - Dec 2021	01/22	\$25.00		\$25.00	
Totals For Vendor: Barry Telesnick									\$25.00
Breslin and Breslin, P.A.			41 Main Street Hackensack NJ 07601-7087			No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3577	CHK	1221	legal services dec 2021	12/21	\$2,350.00		\$2,350.00	
Totals For Vendor: Breslin and Breslin, P.A.									\$2,350.00
Brothers Lock & Safe, Inc.			2161 Woodbridge Avenue Edison NJ 08817			No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/03/2022	3556	CHK	59031	reh-4 deadbolt locks	12/21	\$520.00		\$520.00	
01/15/2022	3578	CHK	58740	reh - IC core locks & keys	12/21	\$924.00		\$924.00	
Totals For Vendor: Brothers Lock & Safe, Inc.									\$1,444.00
By Lander Hardwood Floors		083-46-9572	PO Box 717 Bamegat NJ 08005			Yes			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3579	CHK	1023	apt 12E living room sanding & refinishing floors	12/21	\$350.00		\$350.00	
Totals For Vendor: By Lander Hardwood Floors									\$350.00
Calvin Johnson		135-64-7261	C6 Willard Dunham Drive Edison NJ 08837			Yes			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3580	CHK	1722	leg snow removal 6.50 hours @\$14/hour	12/21	\$91.00		\$91.00	
Totals For Vendor: Calvin Johnson									\$91.00
Carlos N Sanchez			3 McEvoy Road Edison NJ 08837			No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3607	CHK	122121	JEG board meeting travel reimb - dec 2021	01/22	\$25.00		\$25.00	
Totals For Vendor: Carlos N Sanchez									\$25.00
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	Amount	Void	Doc Total	
01/15/2022	3581	CHK	ED-Jan-2022	website maintenance-Jan 2022	12/21	\$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	Amount	Void	Doc Total	
01/03/2022	3557	CHK	39112802	telephone system lease - Jan 2022	12/21	\$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	Amount	Void	Doc Total	
01/03/2022	3558	CHK	0525792	apt 1E, 1F, 2B & 2D cemil treatment - 12/22/21	12/21	\$166.25		\$166.25	
Totals For Vendor: Corbett Exterminating, Inc.									\$166.25
CQI Water Treatment		20-2048691	PO Box 1140 Oakhurst NJ 07755			Yes			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3582	CHK	12-2130	qtrly boiler water treatment - 2nd of 4	12/21	\$575.00		\$575.00	
Totals For Vendor: CQI Water Treatment									\$575.00

Pay Date		Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
Dale Jones 52 Portland Street Edison NJ 08820										
01/15/2022	3608	CHK	122121	JEG board meeting travel reimb - Dec 2021	01/22		\$25.00			\$25.00
Totals For Vendor: Dale Jones										\$25.00
De Lage Landen Financial PO Box 41602 Philadelphia PA 19101-1602										
01/15/2022	3611	CHK	21422a	reh copier lease 1/15/22-2/14/22	01/22		\$384.69			
			21422	jeg copier lease 1/15/22-2/14/22	01/22		\$196.84			\$581.53
Totals For Vendor: De Lage Landen Financial Services, Inc.										\$581.53
Deborah Hurley 1434 Maplewood Terrace Plainfield NJ 07060										
01/03/2022	3559	CHK	123021	reimb for holiday event-gift bags, hotdogs, rolls, stermos, juice,soda,coffee	12/21		\$472.66			\$472.66
01/15/2022	3583	CHK	1222	reimb purchase-planner & pens	12/21		\$32.98			\$505.64
Totals For Vendor: Deborah Hurley										\$505.64
Edison Plumbing 94 Woodbury Road Edison NJ 08820										
01/15/2022	3584	CHK	121721	bldg 11 cleaned sewer line	12/21		\$310.00			
			121321	bldg 17 crawl space-replaced broken cast iron pipe	12/21		\$380.00			
			12921	apt 17G & 17H cleaned main drain line & fixed leak	12/21		\$370.00			
			12321	bldg 2 cleaned sewer line	12/21		\$360.00			
			12221	bldg B & C cleaned sewer line in the crawl space	12/21		\$330.00			\$1,750.00
Totals For Vendor: Edison Plumbing										\$1,750.00
Elizabethtown Gas PO Box 6031 Bellmawr NJ 08099										
01/03/2022	3560	CHK	0577138900-121721	reh gas 11/17/21-12/17/21	12/21		\$10.00			\$10.00
01/03/2022	3561	CHK	4458334671-121721	reh gas 11/17/21-12/17/21	12/21		\$533.59			\$533.59
01/03/2022	3562	CHK	3922309254-121721	reh gas 11/17/21-12/17/21	12/21		\$1,260.45			\$1,260.45
Totals For Vendor: Elizabethtown Gas										\$1,804.04
Enes Service Center LLC 247 Central Avenue Meluchen NJ 08840										
01/15/2022	3585	CHK	1221	auto fuel - dec 2021	12/21		\$318.02			\$318.02
Totals For Vendor: Enes Service Center LLC										\$318.02
FedEx PO Box 371461 Pittsburgh PA 15250-7461										
01/15/2022	3586	CHK	7-602-70598	express mail service	12/21		\$69.67			\$69.67
Totals For Vendor: FedEx										\$69.67
Home Depot Credit Services Dept 32 - 2531888992 PO Box 78047 Phoenix AZ 85062-8047										
01/15/2022	3587	CHK	5025017	PVC boots	12/21		\$21.97			
			2025349	snow shovels	12/21		\$85.92			
			1321556	maintenance materials & supplies	12/21		\$411.60			
			4512804	cleaning supplies	12/21		\$43.96			\$563.45
Totals For Vendor: Home Depot Credit Services										\$563.45
InterGlobe Communications, Inc. 101 Tyrellan Avenue Staten Island NY 10309-2651										
01/03/2022	3563	CHK	213345721	telephone service -nov 2021(partial)-dec 2021	12/21		\$1,389.37			\$1,389.37
01/15/2022	3588	CHK	213655721	telephone service -jan 2022	12/21		\$1,049.48			\$1,049.48
Totals For Vendor: InterGlobe Communications, Inc.										\$2,438.85
Jersey Sharks Football 823-49-5412 10 Battalion Drive Basking Ridge NJ 07920										
01/15/2022	3589	CHK	1722	snow removal 6 hours@\$14/hour - Quincy	12/21		\$84.00			\$84.00
Totals For Vendor: Jersey Sharks Football Organization										\$84.00

Lennox H Small		206 West Shirley Ave Edison NJ 08820				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3609	CHK	122121	JEG board meeting travel reimb - Dec 2021	01/22	\$25.00		\$25.00	
Totals For Vendor: Lennox H Small								\$25.00	
Middlesex Water Company		PO Box 826538 Philadelphia PA 19182-6538				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/03/2022	3564	CHK	553530000-121421	jeg water 11/15/21-12/14/21+	12/21	\$4,020.70		\$4,020.70	
Totals For Vendor: Middlesex Water Company								\$4,020.70	
NetConnect, Inc.		111 Storer Avenue Unit: Suite B2 Staten Island NY 10309				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3590	CHK	N7213	remote & onsite maint of networks-Jan 2022	12/21	\$792.00		\$792.00	
Totals For Vendor: NetConnect, Inc.								\$792.00	
New Jersey American Water		Box 371331 Pittsburgh PA 15250-7331				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3591	CHK	10182100216049 54-122821	reh water 11/25/21-12/28/21	12/21	\$106.31			
			10182100218371 12-122821	reh water 11/25/21-12/28/21	12/21	\$172.10			
			10182100216056 05-122821	reh water 11/25/21-12/28/21	12/21	\$1,189.09			
			10182100219027 95-122821	reh water 11/25/21-12/28/21	12/21	\$1,371.03			
			10182100219013 41-122821	reh water 11/25/21-12/28/21	12/21	\$311.00			
			10182100218393 85-122821	reh water 11/25/21-12/28/21	12/21	\$3,857.77			
			10182100218378 15-122821	reh water 11/25/21-12/28/21	12/21	\$267.14			
			10182100219017 30-122821	reh water 11/25/21-12/28/21	12/21	\$215.96			
			10182100218406 99-122821	reh water 11/25/21-12/28/21	12/21	\$194.04			
			10182100218363 24-122821	reh water 11/25/21-12/28/21	12/21	\$392.25			
			10182100216566 96-122821	reh water 11/25/21-12/28/22	12/21	\$2,534.22			
			1018- 210021657798- 122821	reh water 11/25/21-12/28/21	12/21	\$363.01			
			10182100219024 36-122821	reh water 11/25/21-12/28/21	12/21	\$194.04			
			1018- 210018967338- 122821	reh water 11/25/21-12/28/21	12/21	\$910.46			
			1018- 210021838511- 122821	reh water 11/25/21-12/28/21	12/21	\$252.52		\$12,330.94	
Totals For Vendor: New Jersey American Water								\$12,330.94	
New Jersey Public Housing		PO Box 11487 Newark NJ 07101				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3592	CHK	NJPHA403-2022	2022 property, gen/auto liability, W.C. public official errors & omissions - 1st half premium	12/21	\$46,024.50		\$46,024.50	
Totals For Vendor: New Jersey Public Housing Authority JIF								\$46,024.50	
NJAHRA		PO Box 347 Iselin NJ 08830				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
01/15/2022	3593	CHK	2022	2022 Annual Membership Dues	12/21	\$175.00		\$175.00	
Totals For Vendor: NJAHRA								\$175.00	

NTN-Philadelphia					PO Box 1023 Blackwood NJ 08012				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/15/2022	3594	CHK	NJ5508201	reh-background check for prospective tenant	12/21		\$126.00		\$126.00
Totals For Vendor: NTN-Philadelphia									\$126.00
Optimum					PO Box 70340 Philadelphia PA 19176-0340				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/03/2022	3565	CHK	386464011-12122	reh internet service 12/22/21-1/21/22	12/21		\$146.18		\$146.18
01/03/2022	3566	CHK	453477012-12122	maintenance internet service 12/22/21-1/21/22	12/21		\$81.27		\$81.27
01/03/2022	3567	CHK	207961039-12122	jeg internet service 12/22/21-1/21/22	12/21		\$116.18		\$116.18
01/15/2022	3595	CHK	453477012-22122	maintenance internet service 1/22/22-2/21/22	12/21		\$81.27		\$81.27
01/15/2022	3596	CHK	386464011-22122	reh internet service 1/22/22-2/21/22	12/21		\$146.18		\$146.18
Totals For Vendor: Optimum									\$571.08
Phoenix Specialties, LLC					650-C South Avenue Garwood NJ 07027				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/03/2022	3568	CHK	35625	6 range hoods	12/21		\$404.00		\$404.00
01/15/2022	3597	CHK	35623	supplies-toilet paper, c-fold towels, tissues, garbage bags	12/21		\$741.56		\$741.56
			35323	apt7B kitchen cabinets	12/21		\$1,237.00		\$1,978.56
Totals For Vendor: Phoenix Specialties, LLC									\$2,382.56
Picture-It, Inc.					1703 Route 27 Edison NJ 08817				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/03/2022	3569	CHK	11158	3 engraved acrylic awards	12/21		\$185.07		\$185.07
Totals For Vendor: Picture-It, Inc.									\$185.07
Pitney Bowes Global Financial					PO Box 371887 Pittsburgh PA 15250-7887				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/03/2022	3570	CHK	1019685170	postage machine red ink cartridge	12/21		\$96.89		\$96.89
Totals For Vendor: Pitney Bowes Global Financial Services LLC									\$96.89
Polcarl & Co.					2035 Hamburg Turnpike Unit: H Wayne NJ 07470				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/15/2022	3598	CHK	13277	accounting services-dec 2021	12/21		\$2,900.00		\$2,900.00
Totals For Vendor: Polcarl & Co.									\$2,900.00
PSE&G CO					PO Box 144444 New Brunswick NJ 08906-4444				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/03/2022	3571	CHK	6691572106-121721	jeg gas & electric 11/17/21-12/17/21	12/21		\$11,016.05		\$11,016.05
01/15/2022	3599	CHK	503100096488	reh electric 11/18/21-12/21/21	12/21		\$2,370.06		\$2,370.06
Totals For Vendor: PSE&G CO									\$13,386.11
See-More TV & Appliance					551 Middlesex Avenue Metuchen NJ 08840				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/15/2022	3600	CHK	1304203	apt H6 30" gas range	12/21		\$685.00		\$685.00
			1304506	apt E3 refrigerator	12/21		\$670.00		\$670.00
			1304408	apt E3 refrigerator	12/21		\$695.00		\$695.00
			1303434	apt L2 refrigerator	12/21		\$659.00		\$659.00
			1303426	apt E3 refrigerator	12/21		\$800.00		\$3,509.00
Totals For Vendor: See-More TV & Appliance									\$3,509.00
Standard Waste Services					21 Edgeboro Road East Brunswick NJ 08816				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/03/2022	3572	CHK	421968	reh trash service- jan 2022	12/21		\$2,808.00		\$2,808.00
			421377	30 yd roll off + tons disposal charge 12/13/21	12/21		\$270.40		\$3,078.40
01/15/2022	3601	CHK	423488	30 yd roll off + tons disposal charge 12/30/21	12/21		\$242.50		\$242.50
Totals For Vendor: Standard Waste Services									\$3,320.90
Staples					PO Box 70242 Philadelphia PA 19176-0242				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No	Amount	Void	Doc Total
01/03/2022	3573	CHK	806454648	reh office supplies	12/21		\$235.85		\$235.85

01/15/2022	3602	CHK	8064751197	file boxes for storage	12/21	\$77.82		\$77.82
Totals For Vendor: Staples								
Steve's Appliance Doctor, Inc. 6 Eardley Road Edison NJ 08817								
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/03/2022	3574	CHK	40581	apt 12C refrigerator need new compressor, not worth fixing	12/21	\$79.50		
			40561	apt 2D oven-bake ignition kit installed	12/21	\$188.50		
			40421	apt 10C oven- bake ignition kit installed	12/21	\$183.50		
			40500	apt 15H oven - bake ignition kit installed	12/21	\$188.50		
			40249	apt K1 oven - need bake element	12/21	\$79.50		\$719.50
Totals For Vendor: Steve's Appliance Doctor, Inc.								
Terrel Bradley 1045 Grove Avenue Unit: 7A Edlson NJ 08820								
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/15/2022	3603	CHK	1722	reh snow removal 6 hours@\$14/hour	12/21	\$84.00		\$84.00
Totals For Vendor: Terrel Bradley								
The Brooke Group LLC 27-0950485 209 E. Egnor Drive Absecon NJ 08205								
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/15/2022	3604	CHK	EHA-GN11-2021	RAD consultant - nov 2021	12/21	\$3,885.00		\$3,885.00
Totals For Vendor: The Brooke Group LLC								
Toni Johnson 85 Willard Dunham Drive Edison NJ 08837								
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/15/2022	3610	CHK	122121	JEG board meeting travel reimb - Dec 2021	01/22	\$25.00		\$25.00
Totals For Vendor: Toni Johnson								
Verizon Wireless PO Box 408 Newark NJ 07101-0408								
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/15/2022	3605	CHK	9896146623	cell phone service 11/29/21-12/28/21	12/21	\$500.65		\$500.65
Totals For Vendor: Verizon Wireless								
Grand Totals:								
Total Payments:						43	\$109,227.90	

RESOLUTION # 1-1-2022

APPROVE VOUCHERS FOR PAYMENT OF INVOICES

WHEREAS, the Commissioners of the Edison Housing Authority approves vouchers for payment of invoices in the amount of \$109,227.90 for the month of January.

NOW, THEREFORE, Be It Resolved by the Board of Commissioner of the Edison Housing Authority that Resolution 1-1-2022 shall be approved.

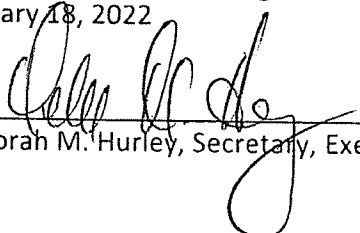
MOVED: Commissioner Telesnick

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 Small	x			

PASSED AND ADOPTED THE 18 day of January, 2022

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 January 18, 2022


Deborah M. Hurley, Secretary, Executive Director

RESOLUTION # 2-1-2022

RESOLUTION RECOGNIZING JAY ELLIOT, DIRECTOR OF HEALTH AND HUMAN SERVICES FOR THE TOWNSHIP OF EDISON FOR HIS DEDICATED SERVICE TO THE FAMILIES LIVING WITHIN THE EDISON HOUSING AUTHORITY COMMUNITY

WHEREAS, Jay Elliot has served as the Director of Health and Human Services for the Township of Edison since 2010; and

WHEREAS, Jay Elliot, Director of Health and Human Services has been an instrumental force ensuring the staff of the Edison Housing Authority has remained safe during the covid-19 pandemic, which has allowed the team of the Edison Housing Authority to continue providing the necessary services for the community; and

WHEREAS, Jay Elliot, Director of Health and Human Services has contributed significantly to the well-being and care of the families who live within the Edison Housing Authority by ensuring families have access to covid-19 testing's, vaccinations, and other services requested by the Edison Housing Authority; and

WHEREAS, Jay Elliot, Director of Health and Human Services has gone beyond the scope of providing health services, as he continues to support the Back to School and STEM Mentoring programs at the Edison Housing Authority each year by securing Rita's Ice pro-bono, donating meals for the mentoring program, and securing resources that makes Thanksgiving an enjoyable holiday for our families; and

NOW, THEREFORE, BE IT RESOVLED that the Commissioners of the Board of the Edison Housing Authority does hereby commend Jay Elliot, Director of Health and Human Services for exemplified dedication and outstanding public service for the staff of the Edison Housing Authority and the families living within the Edison Housing Authority community.

MOVED: Commissioner Telesnick

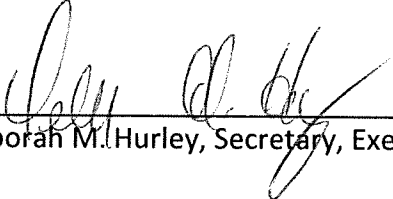
SECONDED: Commissioner Mangione, Jr.

Member Recorded Vote	Ayes	Nays	Abstain	Absent
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 18 day of January, 2022

RESOLUTION # 2-1-2022

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
January 18, 2022



Deborah M. Hurley, Secretary, Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON
PRELIMINARY FINANCIAL SUMMARY

DECEMBER 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	\$ 397,322	\$ 350,000	\$ 47,322	13.5%
Operating Subsidy	450,567	445,483	5,084	1.1%
CDBG Grant Revenue	8,386	32,500	(24,114)	-74.2%
Other Revenue	42,837	54,043	(11,206)	-20.7%
Year-to-Date Operating Revenue	<u>899,112</u>	<u>882,026</u>	<u>17,087</u>	<u>1.9%</u>
OPERATING EXPENSES				
Salaries & Benefits	408,009	398,767	(9,243)	-2.3%
Utilities Expense	193,216	175,000	(18,216)	-10.4%
Maintenance Materials & Contract Costs	110,811	115,000	4,189	3.6%
Protective Services Contract	14,095	27,500	13,405	48.7%
Other Operating Expenses	142,087	164,275	22,188	13.5%
Year-to-Date Operating Expenses	<u>868,218</u>	<u>880,542</u>	<u>12,324</u>	<u>1.4%</u>
Net Operating Surplus / (Deficit)	<u>\$ 30,894</u>	<u>\$ 1,484</u>	<u>\$ 29,410</u>	<u>1981.8%</u>

DECEMBER 31, 2021 FISCAL YTD OPERATING SUMMARY HCV PROGRAM			
	<u>Admin</u>	<u>HAP Subsidy</u>	<u>Total Program</u>
Operating Revenue	\$ 176,227	\$ 1,729,229	\$ 1,905,456
Operating Expenses:			
Salaries & Benefits	(64,140)	-	(64,140)
Other Admin. Expense	(85,965)	-	(85,965)
Housing Assistance Payments	-	(1,729,229)	(1,729,229)
Net Operating Surplus / (Deficit)	<u>\$ 26,122</u>	<u>\$ -</u>	<u>\$ 26,122</u>

UNRESTRICTED CASH & INVESTMENTS			
	<u>December</u>	<u>November</u>	<u>Variance</u>
Public Housing & Business Activities	\$ 1,696,654	\$ 1,663,896	\$ 32,758
Housing Choice Voucher / SPC	625,123	644,318	(19,195)
Housing Authority Total	<u>2,321,777</u>	<u>2,308,214</u>	<u>13,563</u>
Component Unit EHA	554,658	560,043	(5,385)
UNRESTRICTED CASH & INVESTMENTS	<u>\$ 2,876,435</u>	<u>\$ 2,868,257</u>	<u>\$ 8,178</u>

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	118,128	-	-
Total Funds Expended	212,452	118,128	-	-
Unobligated Funds	-	116,112	253,968	267,529
Unexpended Funds	5,656	116,112	253,968	267,529

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

Low Rent Public Housing and COCC Programs

EHA's LRPH/COCC fiscal YTD net operating profit through December 30, 2021 (6 months of the fiscal year) is \$30,894.

Operating Revenues – YTD operating revenues are \$899,112, or \$17,087 (1.9%) better than budget.

- Tenant rental revenue is \$397,322 or \$47,322 (13.5%) better than budget. The monthly rental revenue for AMP 1 and AMP 2 is approximately \$36,000 and \$26,000, respectively. The Authority must make every effort to collect rents as the tenant accounts receivable balance is approximately \$120,000.
- Operating subsidies are \$450,567, or \$5,084 (1.1%) above 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 requested and received \$8,386 in November for the tutorial/mentoring program.
- Other revenue is \$42,837 or \$11,206 (20.7%) below budget. Other revenue includes management fees from the HCV program, interest and other miscellaneous revenues.

Operating Expenses – YTD operating expenses are \$868,218, or \$12,324 (1.4%) better than budget.

- Salaries and benefits are \$408,009, or \$9,243 (2.3%) higher than budget.
- Utilities expenses are \$193,216, or \$18,216 (10.4%) higher than budget. As expected, the EHA utility costs have significantly increased as the temperature decreases.
- Maintenance materials/contracts expenses are \$110,811, or \$4,189 (3.6%) better than budget.
- Protective services contract expenses are \$14,095, or \$13,405 (48.7%) better than budget. Please note the Authority has decided to put a temporary hold on security services.
- Other operating expenses are \$142,087, or \$22,188 (13.5%) 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 December 31, 2021 is \$26,122. The Authority's HAP expenses are covered by funding received from HUD. The administrative funding received by the Authority is \$26,122 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 \$2,876,435.

Grant Summary

The Authority has approximately \$640,000 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. We drew-down and received approximately \$30,000 from CFP 2019 in December to help fund EHA operations and administrative costs.