

**Edison Housing Authority Board Meeting  
Tuesday, November 29, 2022**

**Robert E. Holmes Gardens  
14 Rev. Samuel Carpenter Blvd., Edison, NJ 08837  
(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 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. Approval of October 18, 2022, Regular Meeting Minutes

- |                 |           |   |
|-----------------|-----------|---|
| 6. Resolutions: | 1-11-2022 | Resolution to approve vouchers for payment of invoices in the amount of \$96,194.85 for the month of November.  |
|                 | 2-11-2022 | Resolution by the Commissioners of the Edison Housing Authority authorizing the Executive Director to execute a contract with Giampaolo & Associates for Auditing services for the Period Beginning December 1, 2022, and terminating on November 30, 2024, at an Annual Fee of \$10,905. |
|                 | 3-11-2022 | Resolution by the Commissioners of the Edison Housing Authority authorizing the Executive Director to execute a contract with Polcari & Co for Accounting Services for the Period Beginning December 1, 2022  |

**Edison Housing Authority Board Meeting  
Tuesday, November 29, 2022**

and Terminating on November 30,  
2024.

4-11-2022      Resolution by the Commissioners of  
the Edison Housing Authority  
authorizing the Executive Director to  
execute a contract with Mitchell's  
Plumbing and Heating to Provide  
Plumbing and Heating Services on an  
as needed basis for Julius Engel  
Gardens and Robert E. Holmes  
Gardens Properties for the Period  
beginning December 1, 2022 and  
Terminating on November 30, 2022.

7. Old Business:

- a.) Financial Summary for Review
- b.) RAD Update

8. New Business:

9. Public Portion

10. Adjournment

EDISON HOUSING AUTHORITY  
REGULAR BOARD MEETING

**Julius Engel Gardens**

Tuesday, October 18, 2022

6:00 PM

**MINUTES**

The Regular Meeting of the Board of Commissioners of the Edison Housing Authority was held at Julius Engel Gardens, 1 Willard Dunham Drive, Edison, NJ in the community room. The meeting was called to order at 6:11 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 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 areas. In addition, a notice has been submitted to the Township of Edison Clerk and posted in the Municipal Building.

**Roll Call**

**In attendance:** Chairman Carlos N. Sanchez, Vice Chairman Barry Telesnick, Commissioner Toni Johnson, Commissioner Dale Jones (via-zoom), Commissioner Raymond Koperwhats (via-zoom), Commissioner Lennox H. Small (via-zoom), Deborah Hurley, Executive Director, Terrence Corriston, Esq., Edison Township Liaison, Councilwoman Joyce Ship-Freeman.

Motion to approve the minutes of September 20, 2022

**Motion:** Vice Chairman Barry Telesnick

**Second:** Commissioner Toni Johnson

**Discussions:** No 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 Lennox H. Small	X			

**Resolution 1-10-2022 to approve vouchers for payment of invoices in the amount of \$104,609.57 for the months of October, 2022.**

**Motion:** Commissioner Raymond Koperwhats

**Second:** Commissioner Dale Jones

**Discussion:** No Discussions

**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 Lennox H. Small	X			

**Resolution 2-10-2022 Resolution approving staff and commissioners to travel to NJNAHRO Annual fall Conference on November 15-17, 2022, Tropicana Casino & Resort, Atlantic City, New Jersey.**

**Motion:** Vice Chairman Barry Telesnick

**Seconded:** Commissioner Toni Johnson

**Discussion:** Chairman Carlos N. Sanchez presented an overview of the conference/travel policy for commissioners, as in state conferences will allow all commissioners to attend. If the conference is out of state, two commissioners and the executive director are allowed to attend. This will be reviewed by Deborah Hurley, Executive Director of the Edison Housing Authority for future reference.

**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 Lennox H. Small	X			

**Resolution 3-10-2022 Resolution allowing the Board of Commissioners of the Edison Housing Authority to go into closed session to discuss staff salaries and terms of employment of the Executive Director.**

**Motion:** Commissioner Toni Johnson

**Seconded:** Commissioner Dale Jones

**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 Lennox H. Small	X			

**Motion to suspend temporarily the closed session to open public portion first.**

**Public Portion: 6:20 pm**

**Motion:** Vice Chairman Barry Telesnick

**Seconded:** Commissioner Dale Jones

**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 Lennox H. Small	X			

**Discussion:** Councilwoman Joyce Ship-Freeman expressed that she is advocating for board seat replacements.

**Motion to close public portion.**

**Close Public Portion: 6:31 pm**

**Motion:** Vice Chairman Barry Telesnick

**Seconded:** Commissioner Toni Johnson

**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 Lennox H. Small	X			

**Resolution 4-10-2022 Resolution of the Board of Commissioners of the Edison Housing Authority affording salary increase to certain employees.**

**Motion:** Vice Chairman Barry Telesnick

**Seconded:** Commissioner Toni Johnson

**Discussion:** It was discussed and reviewed in closed sessions.

**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 Lennox H. Small	X

**Resolution 5-10-2022 Resolution of the Board of Commissioners of the Edison Housing Authority affording compensation recognition to certain employees.**

**Motion:** Commissioner Dale Jones

**Seconded:** Commissioner Lennox H. Small

**Discussion:** It was discussed and reviewed in closed session. Based on the recommendation made by Commissioner Dale Jones, an amendment on the resolution was made to not to exceed 5% verses, the original 1%, based on the annual performance evaluation conducted by the Executive Director.

**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 Lennox H. Small	X			

**Resolution 6-10-2022 Resolution to renew Deborah Hurley as Executive Director and authorizing the Chairman of the Edison Housing Authority to Execute a contract with Deborah Hurley for the Executive Director Services as well as a salary increase.**

**Motion:** Commissioner Dale Jones

**Seconded:** Vice Chairman Barry Telesnick

**Discussion:** Discussed in closed session.

**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 Lennox H. Small	X			

**Old Business:**

- a) **Financial Summary:** Routine review of financial summary was presented.

**New Business:**

- a.) **RAD Update:** Executive Director had a meeting with the Township administration to continue the discussion surrounding financial support for EHA's RAD program. In addition, a third community meeting was held at Robert Holmes Gardens, which was well attended. The presentation included a reveal and overview of architectural designs for Robert E. Holmes Gardens. Feedback from families in general were very positive.

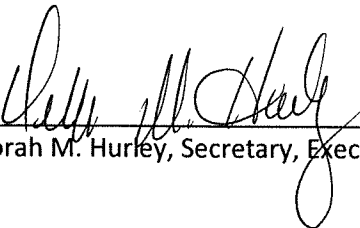
**Motion to Adjourn:** Commissioner Barry Telesnick

**Second:** Commissioner Toni Johnson

**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 Lennox H. Small	X			

Adjourned Unanimously at 7:28 pm

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

**Edison Housing Authority  
Vendor Payment History Report**

10/19/22-11/29/22

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	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4341	CHK	738011052022	answering service - nov 2022	11/22	\$132.24		\$132.24
<b>Totals For Vendor: AB Universal Messaging</b>								<b>\$132.24</b>

Aflac	1932 Wynnton Road Columbus GA 31999-0797	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4342	CHK	543598	insurance premium - oct 2022	11/22	\$195.02		\$195.02
<b>Totals For Vendor: Aflac</b>								<b>\$195.02</b>

Atlantic Fire Protection	53 Blevins Ave Middletown NJ 07748	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4272	CHK	12459804	jeg annual fire extinguisher inspection 10/20/22	10/22	\$133.00		\$133.00
<b>Totals For Vendor: Atlantic Fire Protection</b>								<b>\$133.00</b>

Barry Telesnick	142 Ethel Road Edison NJ 08817	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4273	CHK	101822	jeg board meeting attendance 10/18/22	10/22	\$25.00		\$25.00
11/10/2022	4308	CHK	111522	mileage & stipend for NJNAHRO fall conference at Tropicana 11/15/22-11/16/22	11/22	\$192.50		\$192.50
11/14/2022	4337	CHK	111622	mileage reimb NJNAHRO 11/15/22	11/22	\$62.50		\$62.50
<b>Totals For Vendor: Barry Telesnick</b>								<b>\$280.00</b>

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
11/10/2022	4309	CHK	1022	legal services oct 2022	11/22	\$2,350.00		\$2,350.00
<b>Totals For Vendor: Breslin and Breslin, P.A.</b>								<b>\$2,350.00</b>

By Lander Hardwood Floors	083-46-9572 PO Box 717 Barnegat NJ 08005	Yes						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4343	CHK	1263	apt 12C 2 bedroom stair screen	11/22	\$650.00		\$650.00
<b>Totals For Vendor: By Lander Hardwood Floors</b>								<b>\$650.00</b>

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
10/31/2022	4274	CHK	101822	jeg board meeting attendance - 10/18/22	10/22	\$25.00		\$25.00
11/10/2022	4310	CHK	111522	mileage & stipend for the NJNAHRO conference 11/15/22	11/22	\$192.50		\$192.50
11/14/2022	4338	CHK	111622	mileage reimb to NJNAHRO 11/15/22	11/22	\$62.50		\$62.50



<b>Totals For Vendor: Carlos N Sanchez</b>									<b>\$280.00</b>
Carmen Amalbert 11 Vermeer Drive South Amboy NJ 08879							No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
11/23/2022	4344	CHK	111822	supplies for housing resource fair	11/22	\$29.50		\$29.50	
11/23/2022	4375	CHK	111522	stem program supplies	11/22	\$17.88		\$17.88	
<b>Totals For Vendor: Carmen Amalbert</b>									<b>\$47.38</b>
Ceasars Attention Celeste Barbato PO Box 96118 Las Vegas NV							No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
11/10/2022	4311	CHK	111522	NJNAHRO conference hotel reservation 11/15/22-11/17/22 - Sanchez, Telesnick, Johnson	11/22	\$756.00		\$756.00	
<b>Totals For Vendor: Ceasars Entertainment (Tropicana)</b>									<b>\$756.00</b>
Colella 83- 14829 E. Cerro Alto Drive Fountain Hills AZ 85268							No		
Communications, LLC 4451302									
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
11/10/2022	4312	CHK	171	creation & distribution of EHA press release back to school event	11/22	\$400.00		\$400.00	
<b>Totals For Vendor: Colella Communications, LLC</b>									<b>\$400.00</b>
Corbett Exterminating, 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	
10/31/2022	4275	CHK	0540423	reh cemit treatment, 1E, 1F & 2A cemit cleanout	10/22	\$503.00		\$503.00	
11/10/2022	4313	CHK	0540782	apt L1 cemit treatment 10/28/22	11/22	\$95.00		\$95.00	
11/23/2022	4345	CHK	0542858	reh monthly cemit treatment - nov 2022	11/22	\$360.00			
			0540918	17H bee treatment 11/7/22	11/22	\$95.00			
			0541054	ant & roach treatment for office 11/21/22	11/22	\$95.00		\$550.00	
<b>Totals For Vendor: Corbett Exterminating, Inc.</b>									<b>\$1,148.00</b>
Dale Jones 52 Portland Street Edison NJ 08820							No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
10/31/2022	4276	CHK	101822	JEG zoom board meeting attendance 10/18/22	10/22	\$25.00		\$25.00	
<b>Totals For Vendor: Dale Jones</b>									<b>\$25.00</b>
De Lage Landen PO Box 41602 Philadelphia PA 19101-1602							No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
10/31/2022	4277	CHK	77895641	reh copier lease 10/15/22-11/14/22	10/22	\$366.37		\$366.37	
11/23/2022	4346	CHK	78187118	reh copier lease 11/15/22-12/14/22	11/22	\$366.37		\$366.37	
<b>Totals For Vendor: De Lage Landen Financial Services, Inc.</b>									<b>\$732.74</b>
Deborah Hurley 1434 Maplewood Terrace Plainfield NJ 07060							No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total	
10/31/2022	4278	CHK	100822	chips & juices for RAD community meeting event	10/22	\$51.46		\$51.46	

11/23/2022	4347	CHK	111922	coffee & donuts for housing resource fair	11/22	\$25.13		
			112322	plates for housing resource fair	11/22	\$27.98		\$53.11
<b>Totals For Vendor: Deborah Hurley</b>								
DMR Services 43 College Drive Unit: 4C Jersey City NJ 07305								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
11/23/2022	4348	CHK	882	labor & materials to install new 120 gal hot water tank	11/22	\$3,483.55		\$3,483.55
<b>Totals For Vendor: DMR Services</b>								
D'Onofrio & Son 47 Van Ness Terrace Maplewood NJ 07040								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
11/10/2022	4314	CHK	32358	reh & jeg lawn maintenance-oct 2022	11/22	\$3,512.50		\$3,512.50
<b>Totals For Vendor: D'Onofrio &amp; Son Landscaping</b>								
Edison Plumbing 94 Woodbury Road Edison NJ 08820								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
10/31/2022	4279	CHK	101022	bldg H cleaned sewer line 10/10/22	10/22	\$320.00		
			101122	apt 3B removed toilet cleaned main drain 10/11/22	10/22	\$310.00		
			10522	apt 2F opened wall, replaced broken tub, cleaned drain	10/22	\$360.00		\$990.00
11/23/2022	4349	CHK	102522	bldg 8 sewer line back up 10/25/22	11/22	\$340.00		
			101822	apt A2 fixed leaking heating pipe, installed valve	11/22	\$370.00		
			102922	bldg A cleaned sewer line	11/22	\$310.00		\$1,020.00
<b>Totals For Vendor: Edison Plumbing</b>								
Elizabethtown Gas PO Box 6031 Bellmawr NJ 08099								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
10/31/2022	4280	CHK	3996554541-93022	reh gas 8/31/22-9/30/22	10/22	\$3,748.64		\$3,748.64
10/31/2022	4281	CHK	3922309254-101922	reh gas 9/20/22-10/19/22	10/22	\$1,224.26		\$1,224.26
10/31/2022	4282	CHK	4458334671-101922	reh gas 9/20/22-10/19/22	10/22	\$184.13		\$184.13
10/31/2022	4283	CHK	0577138900-101922	reh gas 9/20/22-10/19/22	10/22	\$10.50		\$10.50
11/23/2022	4350	CHK	3996554541-103122	reh gas 9/30/22-10/31/22	11/22	\$7,947.85		\$7,947.85
<b>Totals For Vendor: Elizabethtown Gas</b>								
Enes Service Center 247 Central Avenue Metuchen NJ 08840								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
10/31/2022	4284	CHK	0922	auto fuel - sept 2022	10/22	\$222.25		\$222.25
11/23/2022	4351	CHK	1022	auto fuel - oct 2022	11/22	\$177.50		\$177.50
<b>Totals For Vendor: Enes Service Center LLC</b>								
Ferraro's Pizzeria 1067 Inman Avenue Edison NJ 08820								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
								\$399.75

10/31/2022	4285	CHK	35007	STEM program food 10/19/22	10/22	\$199.00		
			35012	food for the STEM program 10/26/22	10/22	\$110.00		\$309.00
11/10/2022	4315	CHK	35008	food for stem program - 11/2/22	11/22	\$149.25		\$149.25
11/23/2022	4352	CHK	35016	food for stem program - 11/9/22	11/22	\$81.00		\$81.00
<b>Totals For Vendor: Ferraro's Pizzeria</b>								<b>\$539.25</b>
General Security				971 Lehigh Avenue Union NJ 07083		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4353	CHK	1678474	alarm monitoring & service contract 12/1/22-2/28/23 service	11/22	\$297.42		\$297.42
<b>Totals For Vendor: General Security</b>								<b>\$297.42</b>
Home Depot Credit				Dept 32 - 2531888992 PO Box 78047 Phoenix AZ 85062-		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/10/2022	4316	CHK	6020738	reh maintenance materials	11/22	\$900.83		
			5020845	reh/jeg maint supplies	11/22	\$151.26		
			5324499	reh maint supplies	11/22	\$101.88		
			8021645	reh apt 10B & 2F vacancy prep supplies	11/22	\$528.45		
			4053636	reh maint supplies	11/22	\$179.82		
			4321846	reh maint supplies	11/22	\$50.65		
			283290	reh/jeg maint supplies	11/22	\$230.80		
			8322437	reh maint supplies	11/22	\$772.51		\$2,916.20
<b>Totals For Vendor: Home Depot Credit Services</b>								<b>\$2,916.20</b>
InterGlobe				101 Tyrellan Avenue Staten Island NY 10309-2651		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4354	CHK	223045721	telephone nov 2022	11/22	\$960.55		\$960.55
<b>Totals For Vendor: InterGlobe Communications, Inc.</b>								<b>\$960.55</b>
Jocelyn Silva				1132 Raritan Avenue Highland Park NJ 08904		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4286	CHK	102022	reimb-ethernet adapter for laptop, brown bags for halloween	10/22	\$21.43		\$21.43
11/23/2022	4355	CHK	112122	reimb purchase of kitchen supply	11/22	\$6.39		\$6.39
<b>Totals For Vendor: Jocelyn Silva</b>								<b>\$27.82</b>
Jolanta Kubacka				40 Koyen Street Fords NJ 08863		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4287	CHK	102622	reimb for purchase of food supplies for reh halloween & jeg fall event	10/22	\$292.62		
			102522	mileage reimb 72 mi @ .625¢	10/22	\$45.00		\$337.62
11/10/2022	4317	CHK	11422	freezer bags for food pantry	11/22	\$15.33		\$15.33

11/23/2022	4356	CHK	111922	refreshments & supplies for the housing resource fair	11/22	\$223.54		
			111422	mileage reimb-food pantry and purchasing supplies for events 11/14/22-11/18/22 79 mi @ 0.625¢	11/22	\$49.37		\$272.91
<b>Totals For Vendor: Jolanta Kubacka</b>								\$625.86
KYOCERA Document				225 Sand Road Unit: Suite 100 Fairfield NJ 07004		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4288	CHK	55K1651807	copies contract overage charge 7/3/22-10/2/22	10/22	\$846.52		\$846.52
<b>Totals For Vendor: KYOCERA Document Solutions New York Metro, Inc</b>								\$846.52
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
10/31/2022	4289	CHK	101822	jeg zoom board meeting attendance 10/18/22	10/22	\$25.00		\$25.00
<b>Totals For Vendor: Lennox H Small</b>								\$25.00
Management				PO BOX 523 Sparta WI 54656-0523		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/10/2022	4318	CHK	0722	tenant portal training - july 2022	11/22	\$225.00		\$225.00
<b>Totals For Vendor: Management Computer Services, Inc.</b>								\$225.00
Marczak's				247 Central Avenue Metuchen NJ 08840		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4290	CHK	101222	96 Jeep towing & repairs 10/12/22	10/22	\$2,050.50		
			082	96 Jeep state inspection	10/22	\$82.50		\$2,133.00
<b>Totals For Vendor: Marczak's</b>								\$2,133.00
McLaughlin Stauffer &				4814 Outlook Drive Unit: Suite 112 Wall Township NJ 07753		No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4357	CHK	10-19691	legal services gen labor matters-oct 2022	11/22	\$484.86		\$484.86
<b>Totals For Vendor: McLaughlin Stauffer &amp; Shaklee, PC</b>								\$484.86
Miaili Wilson				136-11- 17D Beaver Avenue Edison NJ 08820		Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4291	CHK	101322	part time help hcv filing 10/11/22-10/13/22 14.54 hours	10/22	\$145.40		
			102022.	temp help with reh food pantry 8.15 hours @\$10/hr	10/22	\$81.50		
			102722	part time help with food pantry 10/27/22	10/22	\$28.50		\$255.40
10/31/2022	4305	CHK	102022	part time help-STEM 4.32 hrs@\$10/hr	10/22	\$43.20		
			102722.	part time help STEM program 10/25/22-10/27/22 6.40 Hours	10/22	\$64.00		\$107.20
10/31/2022	4307	CHK	92222	part time hcv filing 11.08hrs @\$10/hour 9/19/22-9/22/22	10/22	\$110.80		\$110.80

11/23/2022	4358	CHK	111622	part time help STEM program 12 hours	11/22	\$120.00		\$120.00
11/23/2022	4376	CHK	112222	part time help with food pantry 13.73 hours	11/22	\$137.30		\$137.30
<b>Totals For Vendor: Mialli Wilson</b>								<b>\$730.70</b>
Middlesex Water PO Box 826538 Philadelphia PA 19182-6538						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4292	CHK	5535300000-10/14/22	jeg water 9/15/22-10/14/22	10/22	\$4,956.86		\$4,956.86
11/23/2022	4359	CHK	5535300000-11/15/22	jeg water 10/14/22-11/15/22	11/22	\$6,119.91		\$6,119.91
<b>Totals For Vendor: Middlesex Water Company</b>								<b>\$11,076.77</b>
NetConnect, Inc. 111 Storer Avenue Unit: Suite B2 Staten Island NY 10309						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4360	CHK	N7827	remote & onsite maint of networks-nov 2022	11/22	\$792.00		
			N7756	desktop computer for Deborah	11/22	\$1,460.95		
			N7865	JEG office data jack & wi fi installation	11/22	\$1,275.00		\$3,527.95
<b>Totals For Vendor: NetConnect, Inc.</b>								<b>\$3,527.95</b>
New Jersey American Box 371331 Pittsburgh PA 15250-7331						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4293	CHK	1018-210021839385-92822	reh water 8/27/22-9/28/22	10/22	\$2,357.62		\$2,357.62
11/10/2022	4319	CHK	1018210021605605-102722	reh water 9/29/22-10/27/22	11/22	\$430.78		\$430.78
11/10/2022	4320	CHK	1018-210021837112-102722	reh water 9/29/22-10/27/22	11/22	\$181.66		\$181.66
11/10/2022	4321	CHK	1018-210018967338-102722	reh water 9/29/22-10/27/22	11/22	\$774.64		\$774.64
11/10/2022	4322	CHK	1018-210021901341-102722	reh water 9/29/22-10/27/22	11/22	\$264.01		\$264.01
11/10/2022	4323	CHK	1018-210021604954-102722	reh water 9/29/22-10/27/22	11/22	\$115.77		\$115.77
11/10/2022	4324	CHK	1018-210021901730-102722	reh water 9/29/22-10/27/22	11/22	\$214.60		\$214.60
11/10/2022	4325	CHK	1018-210021902436-102722	reh water 9/29/22-10/27/22	11/22	\$173.43		\$173.43
11/10/2022	4326	CHK	1018-210021656696-102722	reh water 9/29/22-10/27/22	11/22	\$2,086.18		\$2,086.18

11/10/2022	4327	CHK	1018-2100218393851-10272	reh water 9/29/22-10/27/22	11/22	\$247.54		\$247.54
11/10/2022	4328	CHK	1018-210021837815-102722	reh water 9/29/22-10/27/22	11/22	\$198.13		\$198.13
11/10/2022	4329	CHK	1018-210021836324-102722	reh water 9/29/22-10/27/22	11/22	\$315.48		\$315.48
11/10/2022	4330	CHK	1018-210021902795-102722	reh water 9/29/22-10/27/22	11/22	\$214.60		\$214.60
11/10/2022	4331	CHK	1018-210021840699-102722	reh water 9/29/22-10/27/22	11/22	\$272.25		\$272.25
11/23/2022	4361	CHK	1018-210021657798-102722	reh water 9/29/22-10/27/22	11/22	\$793.16		\$793.16
11/23/2022	4362	CHK	1018210021839385-102722	reh water 9/29/22-10/27/22	11/22	\$1,026.09		\$1,026.09
<b>Totals For Vendor: New Jersey American Water</b>								\$9,665.94
Nexacomm LLC PO Box 498 Hastings on Hudson NY 10706						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4363	CHK	3637	jeg telephone service - nov 2022	11/22	\$89.97		\$89.97
<b>Totals For Vendor: Nexacomm LLC</b>								\$89.97
NJNAHRO c/o L. Riccio 455 Diamond Spring Road Denville NJ 07834						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4294	CHK	1122	registration for fall conference 11/15/22-11/17/22 Atlantic City	10/22	\$350.00		\$350.00
11/10/2022	4332	CHK	1122.	registration fall conference 11/15/22-11/17/22 Sanchez,Johnson	11/22	\$550.00		\$550.00
<b>Totals For Vendor: NJNAHRO</b>								\$900.00
Optimum PO Box 70340 Philadelphia PA 19176-0340						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4295	CHK	0787520796103-9-112122	jeg internet service 10/22/22-11/21/22	10/22	\$131.73		\$131.73
10/31/2022	4296	CHK	0787545347701-2-112122	maintenance internet service 10/22/22-11/21/22	10/22	\$141.23		\$141.23
10/31/2022	4297	CHK	0787538646401-1-112122	reh internet service 10/22/22-11/21/22	10/22	\$161.73		\$161.73
10/31/2022	0	ZCA	0787545347701-2-112122	maintenance internet service 10/22/22-11/21/22	10/22	(\$141.23)		
			0787545347701-2-112122	maintenance internet service 10/22/22-11/21/22	10/22	\$141.23		\$0.00

10/31/2022	4306	CHK	0787545347701 2-112122.	maintenance internet service 10/22/22-11/21/22	10/22	\$141.23	#####	\$0.00
11/09/2022	0	ZCA	0787545347701 2-112122.	maintenance internet service 10/22/22-11/21/22	10/22	\$141.23		
			0787545347701 2-112122.	maintenance internet service 10/22/22-11/21/22	10/22	(\$141.23)		\$0.00
<b>Totals For Vendor: Optimum</b>								
Phoenix Specialties, 650-C South Avenue Garwood NJ 07027								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
11/23/2022	4364	CHK	36879	apt 2B - all wood cabinets	11/22	\$655.00		
			36880	apt 11C - all wood cabinets & counter top	11/22	\$1,930.00		\$2,585.00
<b>Totals For Vendor: Phoenix Specialties, LLC</b>								
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
11/23/2022	4365	CHK	2916	25 medallion for STEM program	11/22	\$112.50		\$112.50
<b>Totals For Vendor: Picture-It, Inc.</b>								
Polcari & 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
11/10/2022	4333	CHK	14078	accounting services-oct 2022	11/22	\$2,900.00		\$2,900.00
<b>Totals For Vendor: Polcari &amp; Co.</b>								
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
10/31/2022	4298	CHK	6691572106- 101822	jeg gas & electric 9/17/22- 10/18/22	10/22	\$5,633.46		\$5,633.46
11/10/2022	4334	CHK	503100108579	reh electric 9/21/22-10/20/22	11/22	\$1,672.54		\$1,672.54
<b>Totals For Vendor: PSE&amp;G CO</b>								
Raymond Koperwhats 12 Deerwood Avenue Edison NJ 08817								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
10/31/2022	4299	CHK	101822	jeg zoom board meeting attendance 10/18/22	10/22	\$25.00		\$25.00
<b>Totals For Vendor: Raymond Koperwhats</b>								
Robert Griggs 2486 Route 206 Belle Mead NJ 08502								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
11/23/2022	4366	CHK	9889	Apt 12G - repair leak on heating system	11/22	\$1,850.00		\$1,850.00
<b>Totals For Vendor: Robert Griggs Plumbing</b>								
See-More TV & 551 Middlesex Avenue Metuchen NJ 08840								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total
11/23/2022	4367	CHK	1307857	apt12C gas range	11/22	\$605.00		
			1307856	apt L4 refrigerator	11/22	\$750.00		\$1,355.00
<b>Totals For Vendor: See-More TV &amp; Appliance</b>								
Shoprte 3600 Park Avenue South Plainfield NJ 07080								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	No Amount	Void	Doc Total

11/17/2022	4340	CHK	111722	100 turkeys & 30 chickens	11/22	\$1,200.00		\$1,200.00
<b>Totals For Vendor: Shoprite</b>								\$1,200.00
Standard Waste 21 Edgeboro Road East Brunswick NJ 08816						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4300	CHK	447667	30 yd roll off + tons disposal charge + fuel surcharge 10/11/22	10/22	\$307.10		\$307.10
11/10/2022	4335	CHK	448417	reh trash service- nov 2022	11/22	\$2,808.00		\$2,808.00
11/23/2022	4368	CHK	450052	30 yd roll off + tons disposal charge + fuel surcharge 11/3/22	11/22	\$414.70		\$414.70
<b>Totals For Vendor: Standard Waste Services</b>								\$3,529.80
Starlite Services LLC 27- PO Box 487 Perth Amboy NJ 08862						Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4301	CHK	40	REH office cleaning 9/15/22	10/22	\$1,000.00		
			42	3F vacant apt cleaning	10/22	\$294.00		
			41	jeg cleaning - sept 2022	10/22	\$960.00		
			43	A5 vacant apt cleaning 9/1/22	10/22	\$304.00		\$2,558.00
11/23/2022	4369	CHK	44	REH office cleaning 10/25/22	11/22	\$1,000.00		
			47	12C vacant apt cleaning 10/21/22	11/22	\$349.00		
			45	jeg office cleaning services 10/25/22	11/22	\$960.00		
			46	F5 vacant apt cleaning 10/21/22	11/22	\$299.00		\$2,608.00
<b>Totals For Vendor: Starlite Services LLC</b>								\$5,166.00
Steve's Appliance 6 Eardley Road Edison NJ 08817						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4302	CHK	44540	apt 8D refrigerator door gasket replaced	10/22	\$311.80		\$311.80
11/23/2022	4370	CHK	44042	apt 7A bake ignition kit installed	11/22	\$191.50		
			44456	apt L4 refrigerator not getting cold	11/22	\$79.50		\$271.00
<b>Totals For Vendor: Steve's Appliance Doctor, Inc.</b>								\$582.80
Terrel Bradley 1045 Grove Avenue Unit: 7A Edison NJ 08820						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4303	CHK	101422	maint part time help collecting carts 10/4/11-10/14/22 8 hrs@\$15	10/22	\$120.00		\$120.00
11/23/2022	4371	CHK	101822	maint part time help collecting carts 10/18/22-10/28/22, 11/1/22-11/11/22 16 hrs@\$15	11/22	\$240.00		\$240.00
<b>Totals For Vendor: Terrel Bradley</b>								\$360.00
The Brooke Group 27- 209 E. Egnor Drive Absecon NJ 08205						No		
LLC 0950485								



Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4372	CHK	EHA-GN09-2022	RAD consulting-sept 2022	11/22	\$3,045.00		\$3,045.00
<b>Totals For Vendor: The Brooke Group LLC</b>								<b>\$3,045.00</b>
The Training Center 113 Monmouth Road Suite 1 Wrightstown NJ 08562						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4373	CHK	1363	2 boiler log books	11/22	\$90.00		\$90.00
<b>Totals For Vendor: The Training Center</b>								<b>\$90.00</b>
Toni Johnson C6 Willard Dunham Drive Edison NJ 08837						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
10/31/2022	4304	CHK	101822	jeg board meeting attendance 10/18/22	10/22	\$25.00		\$25.00
11/10/2022	4336	CHK	111522	stipend & mileage for the NJNAHRO trip to Atlantic City 11/15/22	11/22	\$192.50		\$192.50
11/14/2022	4339	CHK	111622	mileage reimb for NJNAHRO 11/15/22	11/22	\$62.50		\$62.50
<b>Totals For Vendor: Toni Johnson</b>								<b>\$280.00</b>
Verizon Wireless PO Box 408 Newark NJ 07101-0408						No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
11/23/2022	4374	CHK	9919323492	cell phone service 9/29/22-10/28/22	11/22	\$545.12		\$545.12
<b>Totals For Vendor: Verizon Wireless</b>								<b>\$545.12</b>
<b>Grand Totals:</b>				<b>Total Payments:</b>		<b>53</b>		<b>\$96,194.85</b>

## RESOLUTION # 1-11-2022

### APPROVE VOUCHERS FOR PAYMENT OF INVOICES

**WHEREAS**, the Commissioners of the Edison Housing Authority approve vouchers for payment of invoices for the month of November in the amount of \$96,194.85.

**NOW, THEREFORE, Be It Resolved** by the Board of Commissioner of the Edison Housing Authority that Resolution 1-11-2022 shall be approved.

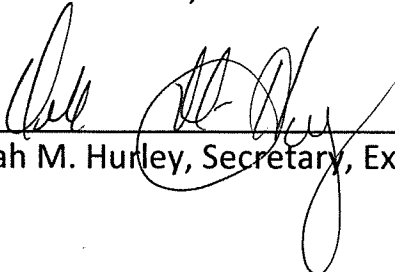
**MOVED:** Commissioner Johnson

**SECONDED:** Commissioner Lennox Small

<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 Lennox Small	X			

PASSED AND ADOPTED THE 29 day of November, 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 November 29, 2022

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

## RESOLUTION # 2-11-2022

**RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH GIAMPAOLO & ASSOCIATES FOR AUDITING SERVICES FOR THE PERIOD BEGINNING DECEMBER 1, 2022, AND TERMINATING ON NOVEMBER 30, 2024, AT AN ANNUAL FEE OF \$10,905.00.**

**WHEREAS**, the Edison Housing Authority is currently operating 322 Housing Choice Vouchers; and 160 units; and

**WHEREAS**, accounting services will be required by the Authority in connection with the operation and management of said Housing Choice Vouchers and 160 units; and

**WHEREAS**, in accordance with its procurement policy, the Authority sought competitive proposals for the services and a Public Notice was placed in The Home News and Tribune Newspaper on November 2, 2022 for sealed proposal for Auditing Services – Edison Housing Authority with a return date of November 22, 2022; and

**WHEREAS**, in response to the aforesaid advertisement, the Authority did receive only one (1) proposal; and

**WHEREAS**, the Commissioners of the Authority have reviewed the said Proposal;

**NOW, THEREFORE, BE IT RESOLVED BY THE EDISON HOUSING AUTHORITY as follows:**

1. Giampaolo & Associates (Auditor) is hereby selected and appointed as Auditors to the Authority.
2. That the annexed Contract, Exhibit A (Contract), is hereby awarded to the said Accountant as being a responsible firm whose Proposal is most advantageous to the Projects and this Authority with qualifications, price, and other factors considered.
3. That the appointment of the Auditor shall be for a term of two (2) years beginning December 1, 2022 and terminating on November 30, 2024.
4. That the Accountant shall be paid an annual fee of \$10,905.00.
5. If the Accountant selected is a firm (i.e. Partnership, Professional Corporation), then the Contract, Exhibit "A", shall be amended to include the name of the lead Accountant who will be personally charged with and have the primary obligation to perform the services under the Contract, together with, if any, the name of the other accountant(s) in the firm who will assist the Lead Accountant; all as required to be submitted in the Accountant's Proposal by Section III, A, of the Request for Proposals.
6. That the appropriate officers of the Authority are hereby authorized and directed to execute the Contract between this Authority and the Auditor.

## RESOLUTION # 2-11-2022

**RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY  
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH  
GIAMPAOLO & ASSOCIATES FOR AUDITING SERVICES FOR THE PERIOD  
BEGINNING DECEMBER 1, 2022, AND TERMINATING ON NOVEMBER 30, 2024,  
AT AN ANNUAL FEE OF \$10,905.00.**

7. That the Contract is being awarded in accordance with the Authority's Procurement Policy.
8. That the Contract is also awarded as a "Professional Service" under the local Public Contracts Law, (N.J.S.A. 40A:11-1 et seq.) as accounting services, and that a Notice of this Action shall be published once in an appropriate newspaper of general circulation.
9. That this Resolution and Contract shall be and remain on file and available for public inspection at the office of the Edison Housing Authority, 14 Rev. Samuel Carpenter Blvd., Edison, NJ 08820.
10. That this Resolution shall take effect immediately.

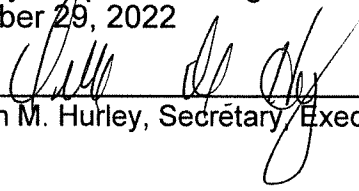
**MOVED:** Commissioner Johnson

**SECONDED:** Commissioner Lennox Small

<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 Lennox Small	X			

PASSED AND ADOPTED THE 29 day of November, 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  
November 29, 2022

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

**RESOLUTION # 3-11-2022**

**RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY  
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH  
POLCARI & CO. FOR ACCOUNTING SERVICES FOR THE PERIOD BEGINNING  
DECEMBER 1, 2022, AND TERMINATING ON NOVEMBER 30, 2024.**

**WHEREAS**, the Edison Housing Authority is currently operating 322 Housing Choice Vouchers; and 160 units; and

**WHEREAS**, accounting services will be required by the Authority in connection with the operation and management of said 322 Housing Choice Vouchers and 160 units; and

**WHEREAS**, in accordance with its procurement policy, the Authority sought competitive proposals for the services and a Public Notice was placed in The Home News and Tribune Newspaper on November 1, 2022 for sealed proposal for "Accounting Services – Edison Housing Authority with a return date of November 22, 2022; and

**WHEREAS**, in response to the aforesaid advertisement, the Authority did receive only one (1) proposal; and

**WHEREAS**, the Commissioners of the Authority have reviewed the said Proposal;

**NOW, THEREFORE, BE IT RESOLVED BY THE EDISON HOUSING AUTHORITY as follows:**

1. That Polcari & Co. (Accountant) is hereby selected and appointed as Fee Accountant to the Authority.
2. That the annexed Contract, Exhibit A (Contract), is hereby awarded to the said Accountant as being a responsible firm whose Proposal is most advantageous to the Projects and this Authority with qualifications, price, and other factors considered.
3. That the appointment of the Accountant shall be for a term of two (2) years Beginning December 1, 2022 and terminating on November 29, 2024.
4. That the Accountant shall be paid an annual fee for year (1), November 29, 2022 to November 29, 2023, \$37,200.00 payable in equal monthly installments of \$3,100.00, for year (2) December 1, 2023 to November 30, 2024, an annual fee of \$39,600 payable monthly installments of \$3,300.
5. If the Accountant selected is a firm (i.e. Partnership, Professional Corporation), then the Contract, Exhibit "A", shall be amended to include the name of the lead Accountant who will be personally charged with and have the primary obligation to perform the services under the Contract, together with, if any, the name of the other accountant(s) in the firm who will assist the Lead Accountant; all as required to be submitted in the Accountant's Proposal by Section III, A, of the Request for Proposals.

**RESOLUTION # 3-11-2022**

**RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY  
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH  
POLCARI & CO. FOR ACCOUNTING SERVICES FOR THE PERIOD BEGINNING  
DECEMBER 1, 2022, AND TERMINATING ON NOVEMBER 30, 2024.**

6. That the appropriate officers of the Authority are hereby authorized and directed to execute the Contract between this Authority and the Accountant.
7. That the Contract is being awarded in accordance with the Authority's Procurement Policy.
8. That the Contract is also awarded as a "Professional Service" under the local Public Contracts Law, (N.J.S.A. 40A:11-1 et seq.) as accounting services, and that a Notice of this Action shall be published once in an appropriate newspaper of general circulation.
9. That this Resolution and Contract shall be and remain on file and available for public inspection at the office of the Edison Housing Authority, 14 Rev. Samuel Carpenter Blvd., Edison, NJ 08820.
10. That this Resolution shall take effect immediately.

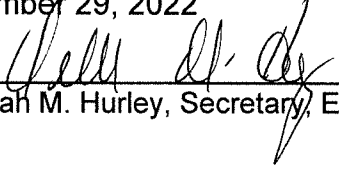
**MOVED:** Commissioner Lennox Small

**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 Lennox Small	X			

PASSED AND ADOPTED THE 29 day of November, 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  
November 29, 2022

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

## **RESOLUTION # 4-11-2022**

**RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH MITCHELL'S PLUMBING AND HEATING TO PROVIDE PLUMBING AND HEATING SERVICES ON AN AS NEEDED BASIS FOR JULIUS ENGEL GARDENS AND ROBERT E. HOLMES GARDENS PROPERTIES FOR THE PERIOD BEGINNING DECEMBER 1, 2022 AND TERMINATING ON NOVEMBER 30, 2024.**

**WHEREAS**, the Edison Housing Authority is currently operating 70 units at Julius Engel Gardens and 90 Units at Robert E. Holmes Gardens; and

**WHEREAS**, plumbing and heating services are required by the Authority to assist the maintenance team in repairs related to heating and plumbing; and

**WHEREAS**, in accordance with its procurement policy, the Authority sought competitive proposals for the services and a Public Notice was placed in The Home News and Tribune Newspaper on November 4, 2022 for sealed proposal for "Plumbing and Heating" Services – Edison Housing Authority with a return date of November 22, 2022; and

**WHEREAS**, in response to the aforesaid advertisement, the Authority did receive only one (1) proposal; and

**WHEREAS**, the Commissioners of the Authority have reviewed the said Proposal;

**NOW, THEREFORE, BE IT RESOLVED BY THE EDISON HOUSING AUTHORITY as follows:**

1. That Mitchell's Plumbing and Heating (Plumber) is hereby selected and appointed as Plumber to the Authority.
2. That the annexed Contract, Exhibit A (Contract), is hereby awarded to the said Plumber as being a responsible business whose Proposal is most advantageous to the Projects and this Authority with qualifications, price, and other factors considered.
3. That the appointment of the Plumber shall be for a term of two (2) years Beginning December 1, 2022 and terminating on November 30, 2024.
4. That the Plumber shall be paid an hourly standard rate of \$105.00 per hour, per repairer and premium hours, \$210.00 per hour, per repairer.
5. That the appropriate officers of the Authority are hereby authorized and directed to execute the Contract between this Authority and the Plumber.
6. That the Contract is being awarded in accordance with the Authority's Procurement Policy.

## RESOLUTION # 4-11-2022

RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH MITCHELL'S PLUMBING AND HEATING TO PROVIDE PLUMBING AND HEATING SERVICES ON AN AS NEEDED BASIS FOR JULIUS ENGEL GARDENS AND ROBERT E. HOLMES GARDENS PROPERTIES FOR THE PERIOD BEGINNING DECEMBER 1, 2022 AND TERMINATING ON NOVEMBER 30, 2024.

7. That the Contract is also awarded as a "Professional Service" under the local Public Contracts Law, (N.J.S.A. 40A:11-1 et seq.) as accounting services, and that a Notice of this Action shall be published once in an appropriate newspaper of general circulation.
8. That this Resolution and Contract shall be and remain on file and available for public inspection at the office of the Edison Housing Authority, 14 Rev. Samuel Carpenter Blvd., Edison, NJ 08820.
9. That this Resolution shall take effect immediately.

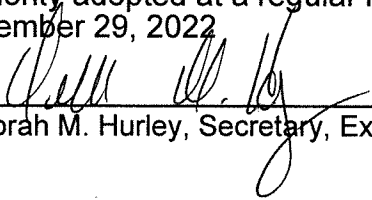
**MOVED:** Commissioner Lennox Small

**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 Lennox Small	X			

PASSED AND ADOPTED THE 29 day of November, 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 November 29, 2022.

  
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Deborah M. Hurley, Secretary, Executive Director



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

<b>OCTOBER 31, 2022 FISCAL YTD OPERATING SUMMARY PUBLIC HOUSING AND COCC</b>				
	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>% Var</u>
<b>OPERATING REVENUE</b>				
Tenant Rental Revenue	\$ 277,621	\$ 256,000	\$ 21,621	8.4%
Operating Subsidy	303,631	299,133	4,498	1.5%
CDBG Grant Revenue	19,219	5,000	14,219	284.4%
Other Revenue	44,587	37,513	7,074	18.9%
Year-to-Date Operating Revenue	645,058	597,646	47,412	7.9%
<b>OPERATING EXPENSES</b>				
Salaries & Benefits	246,969	249,747	2,778	1.1%
Utilities Expense	147,142	126,667	(20,475)	-16.2%
Maintenance Materials & Contract Costs	81,507	73,333	(8,174)	-11.1%
Protective Services Contract	-	16,667	16,667	100.0%
Other Operating Expenses	124,500	125,067	567	0.5%
Year-to-Date Operating Expenses	600,118	591,480	(8,638)	-1.5%
Net Operating Surplus / (Deficit)	\$ 44,940	\$ 6,166	\$ 38,774	628.8%

<b>OCTOBER 31, 2022 FISCAL YTD OPERATING SUMMARY HCV PROGRAM</b>			
	<u>Admin</u>	<u>HAP Subsidy</u>	<u>Total Program</u>
Operating Revenue	\$ 134,161	\$ 1,158,291	\$ 1,292,452
Operating Expenses:			
Salaries & Benefits	(45,614)	-	(45,614)
Other Admin. Expense	(62,945)	-	(62,945)
Housing Assistance Payments	-	(1,158,291)	(1,158,291)
Net Operating Surplus / (Deficit)	\$ 25,602	\$ -	\$ 25,602

<b>UNRESTRICTED CASH &amp; INVESTMENTS</b>	<u>October</u>	<u>September</u>	<u>Variance</u>
Public Housing & Business Activities	\$ 1,737,550	\$ 1,681,415	\$ 56,135
Housing Choice Voucher / SPC	388,573	364,016	24,557
Housing Authority Total	2,126,123	2,045,431	80,692
Component Unit EHA	618,030	610,847	7,183
UNRESTRICTED CASH & INVESTMENTS	\$ 2,744,153	\$ 2,656,278	\$ 87,875

<b>GRANT SUMMARY</b>					
	<u>CFP 2018</u>	<u>CFP 2019</u>	<u>CFP 2020</u>	<u>CFP 2021</u>	<u>CFP 2022</u>
Total Budget (excl. debt service)	\$ 218,108	\$ 234,240	\$ 253,968	\$ 267,529	\$ 348,280
Total Funds Obligated	218,108	185,854	200,664	-	-
Total Funds Expended	212,452	185,854	200,664	-	-
Unobligated Funds	-	48,386	53,304	267,529	348,280
Unexpended Funds	5,656	48,386	53,304	267,529	348,280

HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON  
PRELIMINARY FINANCIAL SUMMARY NOTES  
October 31, 2022

Low Rent Public Housing and COCC Programs

EHA's LRP/COCC fiscal YTD net operating profit through October 31, 2022 (4 months of the fiscal year) is \$44,940.

Operating Revenues – YTD operating revenues are \$645,058, or \$47,412 (7.9%) better than budget.

- Tenant rental revenue is \$277,621 or \$21,621 (8.4%) better than budget. The Authority must make every effort to collect rents as the tenant accounts receivable balance remains above \$180,000. This amount represents approximately 3 months of budgeted rental revenue. The Authority would be in a stronger cash position if these rents were collected.
- Operating subsidies are \$303,631, or \$4,498 (1.5%) above budget.
- CDBG grant revenue is \$19,219, or \$14,219 (284.4%) above budget. Edison HA budgeted \$15,000 of annual CDBG grant revenue. This is a cost reimbursement grant. The Authority has incurred and received reimbursement for the expenses related to the Stem/Goit program.
- Other revenue is \$44,587 or \$7,074 (18.9%) above budget. Other revenue includes management fees from the HCV program, interest and other miscellaneous revenues. In addition, the Authority now charges tenants late fees on their outstanding balances.

Operating Expenses – YTD operating expenses are \$600,118, or \$8,638 (1.5%) higher than budget.

- Salaries and benefits are \$246,969, or \$2,778 (1.1%) better than budget.
- Utilities expenses are \$147,142, or \$20,475 (16.2%) higher than budget. As expected, EHA utility expenses have begun to increase during the colder months. Please note EHA has not paid a sewer bill since June. We have accrued the expense each month since then.
- Maintenance materials/contracts expenses are \$81,507 or \$8,174 (11.1%) higher than budget.
- Protective services contract expenses are \$0, or \$16,667 (100.0%) better than budget. Please note the Authority has decided to put a temporary hold on security services. Total budgeted expenses are \$50,000.
- Other operating expenses are \$124,500, or \$567 (0.5%) 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 at October 31, 2022 is \$25,602. The Authority's HAP expenses are covered by funding received from HUD. The administrative funding received by the Authority is \$25,602 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 \$2,744,153.

Grant Summary

The Authority has approximately \$723,000 of capital funds available for upcoming capital improvement projects. The CFP 2022 award is now available after the 5 year and annual plans were approved in EPIC. We recently drew-down \$40,625 from CFP 2019 for a hot water heater replacement and basketball court architect survey.