

Edison Housing Authority Board Meeting
Robert Holmes Gardens
14 Rev. Samuel Carpenter Blvd., Edison, NJ
(Community Room)

Tuesday, July 18, 2023
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 28, 2022 and a copy of the notice was published in the Home News Tribune on December 30, 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 June 20, 2023, Regular Meeting Minutes

6. Resolutions:

- | | |
|----------|--|
| 1-7-2023 | Resolution to approve vouchers for payment of invoices in the amount of \$76,464.75 for the month of July. |
| 2-7-2023 | Resolution to by the Commissioners of the Edison Housing Authority authorizing the Executive Director to enter into an agreement with Provident Bank to add the Positive Pay Feature to the Public Housing, Housing Choice Voucher, Continuum of Care, and Tenant Escrow Disbursement accounts at Provident Bank, as measure to protect the Edison Housing Authority Banking Accounts against fraudulent Activity. |

7. Old Business: a.) Financial Summary for Review

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- 8. New Business: a.) Presentation of Donation to Edison YMCA
 b.) Executive Director Report
- 9. Public Portion:
- 10. Adjournment

EDISON HOUSING AUTHORITY
REGULAR BOARD MEETING
Julius Engel Gardens
Tuesday, June 20, 2023
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 6:04 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 28, 2022 and a copy of the notice was published in the Home News Tribune on December 30, 2022. Said notice has been posted on the Edison Housing Authority website and at the two public housing authority properties in the main lobby. In addition, a notice has been submitted to the Township of Edison, Clerk and posted in the Municipal Building.

Roll Call

In attendance: Vice Chairman Carlos N. Sanchez, Commissioner Dale Jones (via Zoom), Commissioner Toni Johnson, Commissioner Sonali Patel, Commissioner Deborah Andrews, Deborah Hurley, Executive Director, EHA Counsel, Terrence Corrison, Esq, and Edison Township Liaison, Councilwoman, Joyce Ship-Freeman.

Absent

Chairman, Barry Telesnick
Commissioner Lennox Small, Ed.D.

Guests: Rick Ginnett, RAD Consultants, The Brooke Group
Charles Lewis, RAD Consultants, The Brooke Group

Approval of May 16, 2023, Regular Meeting Minutes

Motion: Commissioner Toni Johnson

Second: Commissioner Deborah Andrews

Discussions: No discussion

Approved as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick			X	
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			

Commissioner Dale Jones	X	
Commissioner Sonali Patel	X	
Commissioner Lennox Small Ed.D.		X

Resolution 1-6-2023 to approve vouchers for payment of invoices in the amount of \$118,561.74 for the month of June.

Motion: Commissioner Sonali Patel
 Second: Commissioner Toni Johnson

Discussions: Commissioner Patel inquired about two payments made to a vendor. Executive Director, Deborah Hurley mentioned that two bills were paid to newspaper publications that advertised the opening of the Section 8 waiting list.

Approved as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick			X	
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small, Ed.D.				X

Resolution 2-6-2023 authorizing the use of Capital Funds to pay Mitchell's Plumbing and Heating for plumbing and sewage repairs made at Julius Engel Gardens and Robert E. Holmes Gardens.

Motion: Commissioner Deborah Andrews
 Second: Commissioner Toni Johnson

Discussions: Executive Director explained that both Julius Engel Gardens and Robert E. Holmes experienced sewage back-up and experienced additional plumbing repairs that were outside the scope of our maintenance team.

Approved as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick			X	
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small, Ed.D.			X	

Resolution 3-6-2023 authorizing the Board of Commissioners of The Edison Housing Authority to enter closed session to interview select developers and discuss potential negotiations and fees for service with those who responded to the Co-Developer RFP for the RAD conversion at Robert E. Holmes Gardens.

Motion: Commissioner Sonali Patel

Second: Commissioner Toni Johnson

Discussions: Rick Ginnetti, RAD Consultants, The Brooke Group explained the interview process that comprised of an evaluation form and a set of questions for each commissioner. This process will allow the board and consultants the opportunity to learn more about the developers and their team. The RAD consultants will be available to discuss the pros and cons with the board after each interview.

Approved as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick			X	
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small, Ed.D.			X	

End of Closed Session: 9:15 pm

Motion: Commissioner Toni Johnson

Second: Commissioner Dale Jones

Board: All ayes

Out of closed session: 9:16 pm

Motion: Commissioner Deborah Andrews

Second: Commissioner Toni Johnson

Board: All ayes

Vice Chairman Carlos N. Sanchez requested to consider a motion to authorize the Executive Director along with the consultants from the Brooke Group to begin negotiations and due diligence on a potential co-developer agreement with Gary F. Gardener, Inc. with the understanding that the co-developer will have to return to the board for a full discussion and final approval.

Discussion: Commissioner Jones would like the consultant to provide clarification on several items discussed in the closed session regarding the budget. A vote was had to select Gary F. Gardner, Inc.

Approved as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick			X	
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small Ed.D.			X	

Old Business:

- a) Financial summary – Review for the next meeting.

New Business:

- a) An update was provided by the Executive Director regarding the predevelopment funding.
- b) Basketball/Tennis Court project update was provided that included budget information.

Public Portion: 9:21 pm

Open to Public Motion: Commissioner Deborah Andrews

Second: Commissioner Sonali Patel

There was no discussion.

Close Public Portion: 9:22 pm

Closed to Public Motion: Commissioner Toni Johnson

Second: Commissioner Deborah Andrews

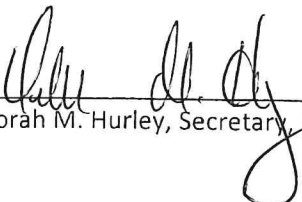
Motion to adjourn: Commissioner Deborah Andrews

Second: Commissioner Toni Johnson

Adjourned: 9:28 pm

Approved as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick			X	
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small Ed.D.			X	



 Deborah M. Hurley, Secretary, Executive Director

Edison Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 6/21/2023 Thru: 7/18/2023, 3) Program: Public Housing

Check Name	SSN / TIN	Check Address	Print						
AB Universal Messaging	56-2554760	PO Box 195 Spring Lake NJ 07762	Yes						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/28/2023	4941	CHK	738006172023	answering service - June2023	05/23	answering service - June 2023	\$114.57		\$114.57
Totals For Vendor: AB Universal Messaging									\$114.57
Aflac		1932 Wynnton Road Columbus GA 31999-0797	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4964	CHK	442542	insurance premium - June 2023	05/23	insurance premium - June 2023	\$292.53		\$292.53
Totals For Vendor: Aflac									\$292.53
Ashley Young-Cerchio	158-94-8193	41 Trafalgar Dr Colonia NJ 07067	Yes						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/30/2023	4948	CHK	June23	facilitator for STEM program	05/23	facilitator for STEM program	\$300.00		\$300.00
Totals For Vendor: Ashley Young-Cerchio									\$300.00
Breslin and Breslin, P.A.		41 Main Street Hackensack NJ 07601-7087	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4965	CHK	0623	legal services for June 2023	05/23	legal services for June 2023	\$2,350.00		\$2,350.00
07/14/2023	4978	CHK	071123	eviction complaints & warrant of removal	07/23	eviction complaints & warrant of removal	\$223.00		\$223.00
Totals For Vendor: Breslin and Breslin, P.A.									\$2,573.00
Brothers Lock & Safe, Inc.		2161 Woodbridge Avenue Edison NJ 08817	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/06/2023	4953	CHK	60375	4 locks, deadbolts and keys	05/23	4 locks, deadbolts and keys	\$565.00		\$565.00
Totals For Vendor: Brothers Lock & Safe, Inc.									\$565.00
Cafe Gallo	26-3516239	1153 Inman Ave Edison NJ 08820	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/29/2023	4946	CHK	103	GOIT-4x french fries & 4x chk fingers -GOIT	05/23	GOIT-4x french fries & 4x chk fingers	\$56.00		\$56.00
Totals For Vendor: Cafe Gallo									\$56.00
Carmen Amalbert		11 Vermeer Drive South Amboy NJ 08879	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/28/2023	4942	CHK	6202023	Miles in May to June 2023 EHA-nuno pickup for STEM picture IT-STEM and EHA to JEG for board meeting	05/23	Miles in May to June 2023 EHA-nuno pickup for STEM	\$39.23		\$39.23
06/30/2023	4949	CHK	0623	stipend for STEM program	05/23	Stipend for STEM Program	\$400.00		\$400.00
07/14/2023	4979	CHK	71223	Staff meeting-snacks and cake	07/23	staff meeting boxed coffee on 5/16/23 and 4/18/23	\$48.98		\$48.98
Totals For Vendor: Carmen Amalbert									\$488.21

Corbett Exterminating, Inc.			284 Sheffield Street Unit: Suite 2 Mountainside NJ 07092				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/06/2023	4954	CHK	0547787-IN	reh monthly cemit treatment-March2023	05/23	reh monthly cemit treatment-March 2023	\$450.00		
			054448-IN	bldg C2 cemit treatment-3/24/23	05/23	bldg C2 cemit treatment-3/24/23	\$125.00		\$575.00
Totals For Vendor: Corbett Exterminating, Inc.									\$575.00
D'Onofrio & Son Landscaping			47 Van Ness Terrace Maplewood NJ 07040				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/14/2023	4980	CHK	32830	May 2023 reh & jeg lawn maintenance- (2 of 8)	07/23	reh & jeg lawn main-may 2023(2 of 8)	\$4,875.00		\$4,875.00
07/14/2023	4987	CHK	32898	June 2023 reh & jeg lawn maint- (3 of 8)	07/23	reh & jeg lawn maintenance- June 2023(3 of 8)	\$4,875.00		\$4,875.00
Totals For Vendor: D'Onofrio & Son Landscaping									\$9,750.00
Elizabethtown Gas			PO Box 6031 Bellmawr NJ 08099				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/28/2023	4943	CHK	3996554541-53023	reh gas - 4/30/23 to 05/31/23	05/23	reh gas - 4/30/23 to 05/31/23	\$3,879.79		\$3,879.79
07/06/2023	4955	CHK	3922309254-061923	reh gas 5/18/23 thru 6/19/23	05/23	reh gas 5/18/23 thru 6/19/23	\$1,074.73		\$1,074.73
07/06/2023	4956	CHK	4458334671-061923	reh gas 4/19/23-06/19/23	05/23	reh gas 4/19/23-06/19/23	\$145.95		\$145.95
Totals For Vendor: Elizabethtown Gas									\$5,100.47
Enes Service Center LLC			247 Central Avenue Metuchen NJ 08840				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4966	CHK	0623	Gas fuel - June 2023	05/23	Gas fuel - June 2023	\$216.04		\$216.04
Totals For Vendor: Enes Service Center LLC									\$216.04
Home Depot Credit Services			Dept 32 - 2531888992 PO Box 70293 Philadelphia PA 19176-0293				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4967	CHK	9970130	reh maint materials-20 Tiles	05/23	reh maint materials-20 tiles	\$1,319.80		
			6970234	Raised Bed Planter-3 bought for REH	05/23	Raised Bed Planter-3 bought for REH	\$882.00		
			5292719	Plants bought for REH	05/23	Plants bought for REH	\$154.74		
			1322408	REH Apartment 15B- Bath Room, Vanity, accessories & Kitchen Materials	05/23	REH Apartment 15B- Bath Room, Vanity, accessories	\$710.78		
			9280468	REH for Garden-32 QT Vigoro Polling Mix -9	05/23	REH for Garden-32 Qt Vigoro Potting Mix -9	\$358.80		
			9322602	reh maint materials	05/23	reh maint materials	\$85.95		
			8280545	REH & JEA Plants & Garden materials	05/23	REH & JEA Plants & Garden materials	\$281.86		\$3,793.93
Totals For Vendor: Home Depot Credit Services									\$3,793.93
InterGlobe Communications,			4295 Arthur Kill Road Staten Island NY 10309				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4968	CHK	231815721	reh telephone service - July 2023	05/23	reh telephone service - July 2023	\$979.09		\$979.09
Totals For Vendor: InterGlobe Communications, Inc.									\$979.09
Jennifer Thompson			091-58-0481	9 Kester Drive Edison NJ 08817			Yes		

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/30/2023	4950	CHK	June 2023	facilitator for STEM program	05/23	facilitator for STEM program	\$300.00		\$300.00
Totals For Vendor: Jennifer Thompson									\$300.00
KYOCERA Document Solutions New York Metro, Inc			225 Sand Road Unit: Suite 100 Fairfield NJ 07004				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/14/2023	4981	CHK	55K1664444	copies contract overage charge 4/3/23-7/2/23	07/23	copies contract overage charge 4/3/23-7/2/23	\$1,159.39		\$1,159.39
Totals For Vendor: KYOCERA Document Solutions New York Metro, Inc									\$1,159.39
Lisa Dettelbach			147-92-5302 307 Orange Avenue Cranford NJ 07016				Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/30/2023	4951	CHK	June23	facilitator for STEM program	05/23	facilitator for STEM program	\$500.00		\$500.00
Totals For Vendor: Lisa Dettelbach									\$500.00
Miaili Wilson			136-11-3493 17D Beaver Avenue Edison NJ 08820				Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/28/2023	4940	CHK	61923	food pantry and housing part-time help 6/07/23 to 6/19/2023-	05/23	food pantry & housing 6/07/23 to 6/19/23	\$245.00		\$245.00
07/12/2023	4976	CHK	752023	food pantry and housing part-time help 6/20/2023 to 07/05/2023	05/23	food pantry & housing 6/20/2023 to 07/05/2023	\$165.84		\$165.84
Totals For Vendor: Miaili Wilson									\$410.84
Middlesex Water Company			PO Box 826538 Philadelphia PA 19182-6538				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/28/2023	4944	CHK	5535300000 61523	Water bill for JEG for 05/12/23 to 06/14/23 Total Billed \$12760.65-\$5442.30=\$7318.35	05/23	Water bill for JEG for 05/12/23 to 06/14/23	\$7,318.35		\$7,318.35
Totals For Vendor: Middlesex Water Company									\$7,318.35
Mitchell's Plumbing and Heating			247 Speedwell Ave Morristown NJ 07960				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/14/2023	4982	CHK	878	1 Willard Dunham Drive Unit K2 -Clogged Kitchen Sink repaired	07/23	1 Willard Dunham Drive Unit K2 -Clogged Kitchen Si	\$625.00		
			880	1 Willard Dunham Drive- Boiler room Hot water pipe Leaking- repaired	07/23	1 Willard Dunham Drive- Boiler room Hot water pipe	\$1,275.00		\$1,900.00
Totals For Vendor: Mitchell's Plumbing and Heating									\$1,900.00
NetConnect, Inc.			111 Storer Avenue Unit: Suite B2 Staten Island NY 10309				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4969	CHK	N8352	remote & onsite maint of networks-July 2023	05/23	remote & onsite maint of networks-July 2023	\$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	Description	Amount	Void	Doc Total

06/30/2023 4947 CHK

10182100216 57798-52623	reh water 4/28/23- 5/26/23	05/23	reh water 4/27/23- 5/26/23	\$467.28
1018 21002160495 4 52623	14 rev Samuel carpenter water 4/28/23-5/26/23	05/23	14 rev Samuel carpenter water 4/28/23-5/26/23	\$114.90
1018- 21002165669 6 052623	15 LYLE PLACE H EDISON-4/28/23- 5/26/23	05/23	15 LYLE PLACE H EDISON-4/28/23- 5/26/23	\$1,755.81
1018- 21002183781 5 052623	2 WESTON FORBES CT C EDISON-4/28/23- 5/26/23	05/23	2 WESTON FORBES CT C EDISON-4/28/23- 5/26/23	\$318.38
1018 21001896733 8 052623	1 wintergreen ave wb edison-4/28/23-5/26/23	05/23	1 wintergreen ave wb edison-4/28/23-5/26/23	\$810.11
1018- 21002183711 2 052623	3 WESTON FORBES CT D EDISON-4/28/23- 5/26/23	05/23	3 WESTON FORBES CT D EDISON-4/28/23- 5/26/23	\$182.73
1018- 21002183938 5 052623	5 WESTON FORBES CT B -4/28/23-5/26/23	05/23	5 WESTON FORBES CT B	\$2,072.93
10182100218 38511 052623	4 WESTON FORBES CT C-4/28/23-5/26/23	05/23	4 WESTON FORBES CT C	\$242.07
1018 21002190173 0 052623	7 weston forbes ct d Edison-4/28/23-5/26/23	05/23	7 weston forbes ct d Edison	\$208.15
1018- 21002160560 5-52623	17 Beaver street-REH water-4/28/23-5/26/23	05/23	17 Beaver street-REH water-4/28/23-5/26/23	\$509.42
1018- 21002190243 6 052623	8 weston Forbes ct E Edison -4/28/23-5/26/23	05/23	8 weston Forbes ct E Edison-4/28/23-5/26/23	\$191.20
1018- 21002184069 9 052623	6 WESTON FORBES CT D-4/28/23-5/26/23	05/23	6 WESTON FORBES CT D-4/28/23-5/26/23	\$199.68
1018- 21002190279 5 052623	12 Wintergreen Ave we Edison NJ-4/28/23- 5/26/23	05/23	12 Wintergreen Ave we Edison NJ	\$208.15
1018- 21002183632 4 052623	9 LYLE PL H EDISON WATER BILL-4/28/23- 5/26/23	05/23	9 LYLE PL H EDISON WATER BILL	\$399.31
1018- 21002190134 1-52623	8 Weston Forbes CT C water 4/28/23-5/26/23	05/23	8 Weston Forbes CT C water 4/28/23-5/26/23	\$640.55

\$8,320.67

07/14/2023 4983 CHK

10182100218 38511 062723	4 WESTON FORBES CT C-5/27/23-6/27/23	07/23	4 WESTON FORBES CT C	\$284.65
1018 21002190173 0 062723	7 weston forbes ct d Edison-5/27/23-6/27/23	07/23	7 weston forbes ct d Edison	\$259.19
1018- 21002190243 6 062723	8 weston Forbes ct E Edison -5/27/23-6/27/23	07/23	8 weston Forbes ct E Edison-5/27/23-6/27/23	\$208.26
1018- 21002190134 1-062723	8 Weston Forbes CT C water 5/27/23-6/27/23	07/23	8 Weston Forbes CT C water 5/27/23-6/27/23	\$327.09
1018- 21002184069 9 062723	6 WESTON FORBES CT D-5/27/23-6/27/23	07/23	6 WESTON FORBES CT D-5/27/23-6/27/23	\$216.76
1018- 21002183938 5 062723	5 WESTON FORBES CT B -5/27/23-6/27/23	07/23	5 WESTON FORBES CT B	\$1,979.35
1018- 21002183781 5 062723	2 WESTON FORBES CT C EDISON-5/27/23- 6/27/23	07/23	2 WESTON FORBES CT C EDISON-5/27/23- 6/27/23	\$386.49

1018- 21002183711 2 062723	3 WESTON FORBES CT D EDISON-5/27/23- 6/27/23	07/23	3 WESTON FORBES CT D EDISON-5/27/23- 6/27/23	\$208.26	
1018- 21002183632 4 062723	9 LYLE PL H EDISON WATER BILL-5/27/23- 5/27/23	07/23	9 LYLE PL H EDISON WATER BILL	\$849.37	
1018- 21002165669 6 062723	15 LYLE PLACE H EDISON-5/27/23- 6/27/23	07/23	15 LYLE PLACE H EDISON-4/28/23- 5/26/23	\$1,952.70	
1018- 21002160560 5-62723	17 Beaver street-REH water-5/27/23-6/27/23	07/23	17 Beaver street-REH water-5/27/23-6/27/23	\$662.65	
1018- 21002190279 5 062723	12 Wintergreen Ave we Edison NJ-5/27/23- 6/27/23	07/23	12 Wintergreen Ave we Edison NJ	\$225.24	
1018 21002160495 4 062723	14 rev Samuel carpenter water 5/27/23-6/27/23	07/23	14 rev Samuel carpenter water 5/27/23-6/27/23	\$114.91	
1018 21001896733 8 062723	1 wintergreen ave wb edison-5/27/23-6/27/23	07/23	1 wintergreen ave wb edison-5/27/23-6/27/23	\$912.70	\$8,587.62

Totals For Vendor: New Jersey American Water

\$16,908.29

NTN-Philadelphia			LB#2127 PO BOX 95000 Philadelphia PA 19195-0001				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/06/2023	4957	CHK	NJ5507307	Background check for 1 tenant-REH	05/23	Background check for 1 tenant-REH	\$27.00		\$27.00

Totals For Vendor: NTN-Philadelphia

\$27.00

Optimum			PO Box 70340 Philadelphia PA 19176-0340				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/06/2023	4958	CHK	07875207961 039-72123	06/22/23 to 07/21/2023	05/23	06/22/23 to 07/21/2023	\$151.73		\$151.73
07/06/2023	4959	CHK	07875-386464- 01-1-072123	reh office internet 06/22/23 to 07/21/2023	05/23	reh office internet 06/22/23 to 07/21/2023	\$177.73		\$177.73
07/06/2023	4960	CHK	07875453477 012 072123	REH phone charges 06/22/23 to 07/21/2023	05/23	phone charges 06/22/23 to 07/21/2023	\$141.23		\$141.23

Totals For Vendor: Optimum

\$470.69

Phoenix Specialties, LLC			650-C South Avenue Garwood NJ 07027				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4970	CHK	37724	apt 15B Butter Rum square Edge custom counter tops	05/23	apt 15B Butter Rum square Edge custom counter top	\$460.00		
			37723	Set Country Oak raised panels cabinets , Butter Rum square Edge custom counter top Apt # 2D	05/23	Set Country Oak raised panels cabinets-Apt 2D	\$1,935.00		\$2,395.00

Totals For Vendor: Phoenix Specialties, LLC

\$2,395.00

Picture-It, Inc.			1703 Route 27 Edison NJ 08817				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4971	CHK	13477	Glass Awards -Facet Crystal for Farewell party	05/23	Glass Awards -Facet Crystal for Farewell party	\$173.00		\$173.00

Totals For Vendor: Picture-It, Inc.

\$173.00

Polcari & Co.		2035 Hamburg Turnpike Unit: H Wayne NJ 07470					No		\$175.00
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total

07/14/2023	4984	CHK	14788	accounting services - June 2023, services performed outside the scope of contract-2 payroll audit	07/23	accounting services - June 2023, services performed	\$3,470.00		\$3,470.00
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Totals For Vendor: Polcari & Co.

\$3,470.00

PSE&G CO				PO Box 144444 New Brunswick NJ 08906-4444			No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/06/2023	4961	CHK	6691572106-062123	Jeg gas & electric 05/19/23-06/21/23	05/23	Jeg gas & electric 05/19/23-06/21/23	\$1,898.23		\$1,898.23
07/14/2023	4985	CHK	1300007818062923	reh Electric June 2023	07/23	reh Electric May 2023	\$2,211.09		\$2,211.09

Totals For Vendor: PSE&G CO

\$4,109.32

Regina Paparsenos				140-62-5062 1410 Johnson Ave Unit: 2 Point Pleasant Beach NJ 08742			Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/30/2023	4952	CHK	June 2023	facilitator STEM program	05/23	facilitator STEM program	\$700.00		\$700.00

Totals For Vendor: Regina Paparsenos

\$700.00

See-More TV & Appliance				551 Middlesex Avenue Metuchen NJ 08840			No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/07/2023	4972	CHK	1310265	15B gas range -REH	05/23	15B gas range -REH	\$655.00		
			1310267	apt 2D gas range -REH	05/23	apt 2D gas range -REH	\$655.00		
			1310219	5B gas range -REH	05/23	5B gas range -REH	\$655.00		\$1,965.00

Totals For Vendor: See-More TV & Appliance

\$1,965.00

Standard Waste Services				21 Edgeboro Road East Brunswick NJ 08816			No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/06/2023	4962	CHK	468420	REH trash service- July 2023	05/23	REH trash service- July 2023	\$2,808.00		\$2,808.00
				Account ID EDISON HSG					
07/07/2023	4973	CHK	469895	REH-30 yard waste picked up on 6/28/23	05/23	REH-30 yard waste picked up on 6/28/23	\$348.20		
			469740	30 yard waste picked up on 6/23/23	05/23	30 yard waste picked up on 6/23/23	\$289.30		\$637.50

Totals For Vendor: Standard Waste Services

\$3,445.50

Steve's Appliance Doctor, Inc.				6 Eardley Road Edison NJ 08817			No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
07/06/2023	4963	CHK	45311	Apt 11D, Door Scoffs and bars changed	05/23	Apt 11D, Door Scoffs and bars changed	\$186.80		
			45312	apt 12E bake ignition kit installed	05/23	apt 12E bake ignition kit installed	\$203.80		
			45348	apt G1 Leaking.	05/23	apt G1 Leaking.	\$237.60		\$628.20

Totals For Vendor: Steve's Appliance Doctor, Inc.

\$628.20

Terrel Bradley				156-06-3231 1045 Grove Avenue Unit: 7A Edison NJ 08820			Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
06/28/2023	4945	CHK	62323	part time maint help collecting shopping carts 6/13/23 to 6/23/23 8 hrs	05/23	part time maint help collecting shopping carts 6/1	\$120.00		\$120.00
07/12/2023	4977	CHK	070723	part time maint help collecting shopping carts 6/27/23 to 7/7/23 8 hrs.	05/23	part time maint help collecting shopping carts 6/2	\$120.00		\$120.00

Totals For Vendor: Terrel Bradley								\$240.00	
The Brooke Group LLC 27-0950485 209 E. Egnor Drive Absecon NJ 08205								Yes	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
07/07/2023	4974	CHK	EHA-GD05-2023	RAD Consulting - May 2023	05/23	RAD Consulting - May 2023	\$4,132.50		\$4,132.50
Totals For Vendor: The Brooke Group LLC								\$4,132.50	
Verizon Wireless PO Box 408 Newark NJ 07101-0408								No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
07/07/2023	4975	CHK	9938387149	cell phone service May 29-Jun 28 2023	05/23	cell phone service May 29-Jun 28 2023	\$534.49		\$534.49
Totals For Vendor: Verizon Wireless								\$534.49	
Zena Sutton 944 West 5th St Plainfield NJ 07063								No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
07/14/2023	4986	CHK	071223	reimb for Staff meeting - Lunch on 7/12/23	07/23	reimb for Staff meeting - Lunch	\$81.34		\$81.34
Totals For Vendor: Zena Sutton								\$81.34	
Grand Totals:							Total Payments:	35	\$76,464.75

RESOLUTION # 1-7-2023

VOUCHERS FOR PAYMENT OF INVOICES

WHEREAS, the Commissioners of the Edison Housing Authority approve vouchers for payment of invoices in the amount of \$76,464.75 for the month of July.

NOW, THEREFORE, Be It Resolved by the Board of Commissioners of the Edison Housing Authority that Resolution 1-7-2023 shall be approved.

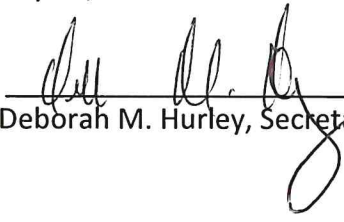
MOVED: Vice Chairman Carlos N. Sanchez

SECONDED: Commissioner Deborah Andrews

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson				X
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small, Ed.D.	X			

PASSED AND ADOPTED THE 18 day of July, 2023

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
July 18, 2023



Deborah M. Hurley, Secretary, Executive Director

RESOLUTIONS # 2-7-2023

RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH PROVIDENT BANK TO ADD THE POSITIVE PAY FEATURE TO THE PUBLIC HOUSING, HOUSING CHOICE VOUCHER, CONTINUUM OF CARE, AND TENANT ESCROW DISBURSEMENT ACCOUNTS AT PROVIDENT BANK AS A MEASURE TO PROTECT THE EDISON HOUSING AUTHORITY BANKING ACCOUNTS AGAINST FRAUDULENT ACTIVITY.

WHEREAS, the Edison Housing Authority has a Public Housing, Housing Choice Voucher, Continuum of Care and Tenant Escrow Disbursement accounts with Provident Bank; and

WHEREAS, the Edison Housing Authority has experienced several fraud attempts with the housing choice voucher account, and as an effort to prevent additional fraud, the account has been closed and police reports have been documented with the Edison Township Police Department; and

WHEREAS, The Executive Director has taken the initiative with Provident Bank to research features that will protect the banking accounts from any additional fraud, as a result Provident Bank has recommended the Edison Housing Authority acquire the Check Positive Pay feature that shall be applied to the Public Housing, Housing Choice Voucher, Continuum of Care, and Tenant Escrow Disbursement accounts; and

WHEREAS, the fees incurred by the accounts for Check Positive Pay, presently will be a \$65.00 per month fee for each account that will include an additional fee of \$.06 per check; and

WHEREAS, the Executive Director is currently in negotiation with Provident Bank to get the fees waived or reduced and recommends the board makes the investment with Provident Bank to acquire the Positive Pay feature for as a measure to protect the Edison Housing Authority banking accounts from being comprised by any future fraudulent activity; and

NOW, THEREFORE, Be It Resolved by the Board of Commissioner of the Edison Housing Authority that the Executive Director is authorized to adopt the Positive Pay feature for the Public Housing, Housing Choice Voucher, Continuum of Care, and Tenant Escrow Disbursement accounts at Provident Bank.

MOVED: Commissioner Deborah Andrews

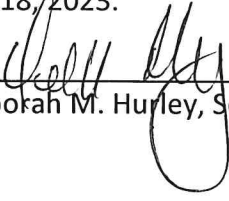
SECONDED: Commissioner Sonali Patel

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson				X
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small, Ed.D.	X			

RESOLUTIONS # 2-7-2023

PASSED AND ADOPTED THE 18 day of July, 2023

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
July 18, 2023.



Deborah M. Hurley, Secretary

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

JUNE 30, 2023 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	\$ 826,524	\$ 768,000	\$ 58,524	7.6%
Operating Subsidy	922,348	897,398	24,950	2.8%
CDBG Grant Revenue	28,658	15,000	13,658	91.1%
Other Revenue	122,453	112,540	9,913	8.8%
Year-to-Date Operating Revenue	1,899,983	1,792,938	107,045	6.0%
OPERATING EXPENSES				
Salaries & Benefits	765,248	749,240	(16,008)	-2.1%
Utilities Expense	450,895	380,000	(70,895)	-18.7%
Maintenance Materials & Contract Costs	249,084	220,000	(29,084)	-13.2%
Protective Services Contract	-	50,000	50,000	100.0%
RAD Consulting Fees	68,090	40,000	(28,090)	-70.2%
Other Operating Expenses	344,895	335,200	(9,695)	-2.9%
Year-to-Date Operating Expenses	1,878,212	1,774,440	(103,772)	-5.8%
Net Operating Surplus / (Deficit)	\$ 21,771	\$ 18,498	\$ 3,273	17.7%

JUNE 30, 2023 FISCAL YTD OPERATING SUMMARY HCV PROGRAM			
	<u>Admin</u>	<u>HAP Subsidy</u>	<u>Total Program</u>
Operating Revenue	\$ 398,257	\$ 3,376,460	\$ 3,774,717
Operating Expenses:			
Salaries & Benefits	(144,402)	-	(144,402)
Other Admin. Expense	(220,989)	-	(220,989)
Housing Assistance Payments	-	(3,376,460)	(3,376,460)
Net Operating Surplus / (Deficit)	\$ 32,866	\$ -	\$ 32,866

UNRESTRICTED CASH & INVESTMENTS	<u>June</u>	<u>May</u>	<u>Variance</u>
Public Housing & Business Activities	\$ 1,753,573	\$ 1,808,477	\$ (54,904)
Housing Choice Voucher / Cont. of Care	599,465	643,255	(43,790)
Housing Authority Total	2,353,038	2,451,732	(98,694)
Component Unit EHA	647,667	644,389	3,278
Unrestricted Cash & Investments	\$ 3,000,705	\$ 3,096,121	\$ (95,416)

GRANT SUMMARY					
	<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	121,322	-
Total Funds Expended	218,108	185,854	200,664	121,322	-
Unobligated Funds	-	48,386	53,304	146,207	348,280
Unexpended Funds	-	48,386	53,304	146,207	348,280

HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON
PRELIMINARY FINANCIAL SUMMARY NOTES
June 30, 2023

Low Rent Public Housing and COCC Programs

EHA's LRPH/COCC fiscal YTD net operating profit through June 30, 2023 (12 months of the fiscal year) is \$21,771.

Operating Revenues – YTD operating revenues are \$1,899,983, or \$107,045 (6.0%) better than budget.

- o Tenant rental revenue is \$826,524 or \$58,524 (7.6%) better than budget. The Authority must make every effort to collect rents as the tenant accounts receivable balance is above \$186,000. The Authority would be in a stronger cash position if these rents were collected. The Authority's YTD occupancy rate is 94%.
- o Operating subsidies are \$922,348, or \$24,950 (2.8%) above budget.
- o CDBG grant revenue is \$28,658, or \$13,658 (91.1%) above budget. This is a cost reimbursement grant. The Authority has incurred and received reimbursement for the expenses related to the Stem/Goit program and numerous activities for the children in the community.
- o Other revenue is \$122,453 or \$9,913 (8.8%) above budget. Other revenue includes management fees from the HCV program, interest and other miscellaneous revenues.

Operating Expenses – YTD operating expenses are \$1,878,212, or \$103,772 (5.8%) higher than budget.

- o Salaries and benefits are \$765,248, or \$16,008 (2.1%) higher than budget. The unfavorable budget variance is primarily due to retroactive salary increases that were given earlier in the fiscal year.
- o Utilities expenses are \$450,895, or \$70,895 (18.7%) higher than budget. EHA's utility expenses were unfortunately significantly higher than originally anticipated, primarily due to higher rates and usage.
- o Maintenance materials/contracts expenses are \$249,084 or \$29,084 (13.2%) higher than budget, primarily due to excessive plumbing and heating repairs throughout the fiscal year.
- o Protective services contract expenses are \$0, or \$50,000 (100.0%) better than budget. Please note the Authority has decided to put a temporary hold on security services.
- o RAD Consulting Fees are \$68,090, or \$28,090 (70.2%) above budget.
- o Other operating expenses are \$344,895, or \$9,695 (2.9%) 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 June 30, 2023 is \$32,866. The Authority's HAP expenses are covered by funding received from HUD. The administrative funding received by the Authority is \$32,866 more than the YTD actual expenses incurred. Portability receipts remain an open item and the housing authority staff will continue to collect and record the outstanding portability receivables in the upcoming weeks.

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 \$3,000,705.

CFP Grant Summary

The Authority has approximately \$596,000 of capital funds available for upcoming capital improvement projects. The CFP 2023 award total is expected to be approximately \$355,000 after removing the bond debt obligation. We will work with the authority to submit a 5 year CFP plan and get the funds available in eLoccs.



**MAYOR SAM JOSHI & THE
RECREATION DEPARTMENT
PRESENTS**

2023 SUMMER PLAYGROUND PROGRAM

JULY 3 - AUGUST 11

AGES 5 - 12

MONDAY - FRIDAY

9AM - 1PM

PRE-REGISTRATION BEGINS MONDAY, JUNE 1ST. YOU MAY PRE-REGISTER ONLINE AT WWW.EDISONNJ.GOV, CLICK ON "REGISTER FOR RECREATION NOW", AND FOLLOW THE INSTRUCTIONS. PRE-REGISTRATION WILL END ON WEDNESDAY, JUNE 21ST AT 4:30 P.M. REGISTRATION WILL RE-OPEN THE FIRST DAY OF PLAYGROUNDS ON MONDAY, JULY 3RD AT YOUR PARK OF CHOICE. WE WILL ACCEPT REGISTRATIONS UNTIL THE PLAYGROUNDS ARE FULL. WE WILL ONLY ACCEPT CHECKS OR MONEY ORDERS ON THE PLAYGROUNDS, **NO CASH**. ONLINE PRE-REGISTRATION IS STRONGLY SUGGESTED DUE TO LIMITED SPACE. THERE IS A \$100.00 NON-REFUNDABLE REGISTRATION FEE FOR EACH CHILD REGISTERED.



PLAYGROUND LOCATIONS:

JOHN MARSHALL ELEMENTARY SCHOOL,
YELENCICS PARK

WOODBROOK ELEMENTARY SCHOOL,
JAMES ELDER PARK

**WEEKLY THEMED
ACTIVITIES**

WEEK 1 - LET'S GET TO KNOW EACH OTHER

WEEK 2 - REACHING FOR NEW HEIGHTS

WEEK 3 - LIONS, TIGERS AND BEARS OH MY!

WEEK 4 - LIFE AT THE BEACH

WEEK 5 - LET'S MAKE MEMORIES

WEEK 6 - LET'S PLAY A GAME

FOR FURTHER INFORMATION OR A.D.A. CONCERNS, PLEASE CONTACT THE RECREATION DEPARTMENT
MONDAY THROUGH FRIDAY 8:00 A.M. - 4:30 P.M. AT 732-248-7310.

Edison Housing Authority families who wish to send their children to a 6 Week Summer Program. Please come to the office to complete a **FREE** application **no later than Thursday, June 29, 2023**. For questions, please contact Carmen Amalbert at 908-561-2525 X 210.

Intro to Gardening with Ms. B



DATE: Monday, July 10th, 2023

TIME: 1:30 PM to 2:30 PM

LOCATION: Outside of the Community Room

Week 1: Decorating pots / planting
 tomatoes & cucumbers

Week 2: Recycle Reuse

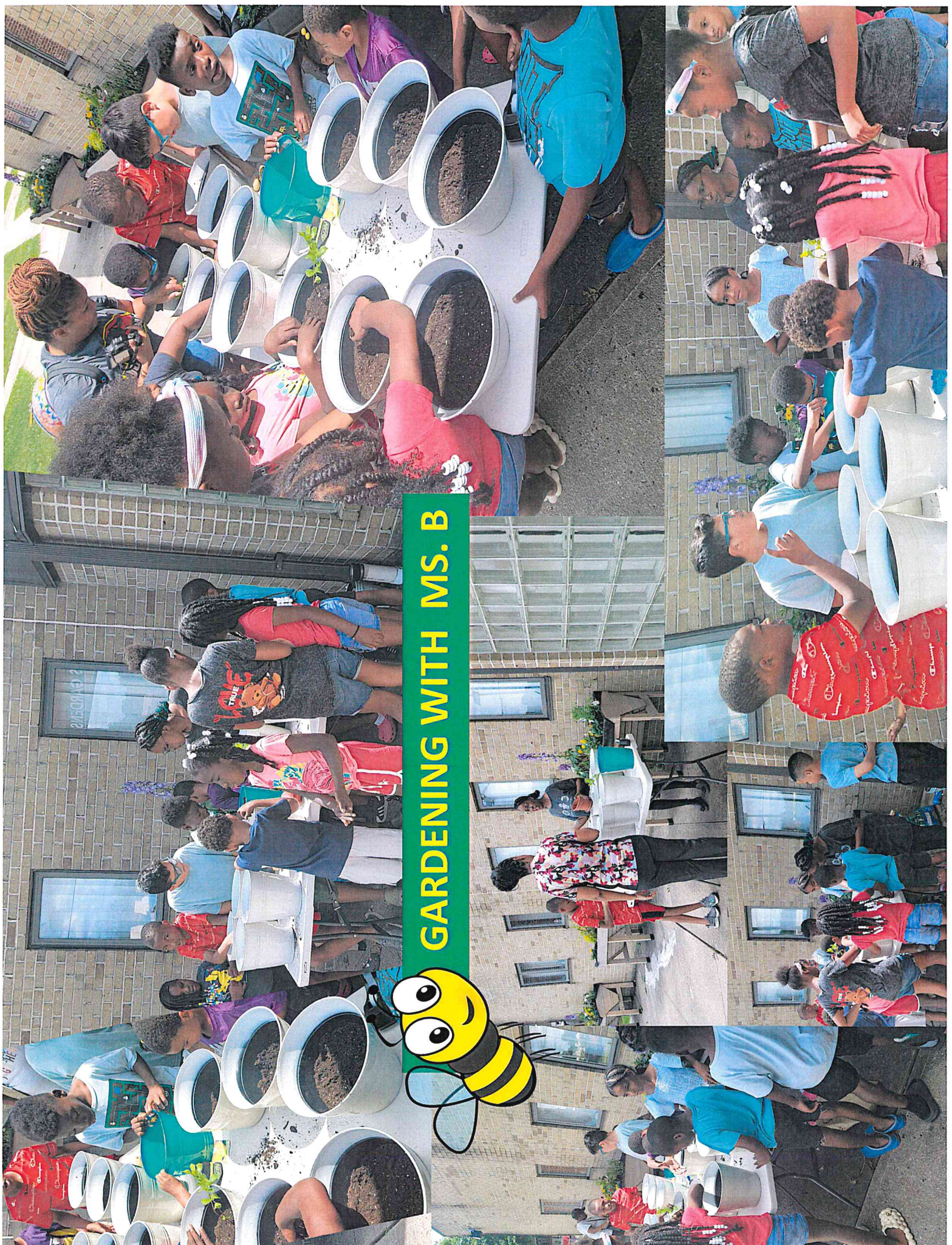
What we will learn:

- * How fruits and vegetables grow?
- * Why do we use soil?
- * How important are bees to the garden and more!!

Snack will be provided.

For questions, please contact Carmen Amalbert at 908-561-2525 X 210





GARDENING WITH MS. B

Pirate Family Fun Day

**SATURDAY JULY 22ND
FROM 11:00AM - 2:00PM**

**MEET US AT:
EDISON HOUSING AUTHORITY
14 REVEREND SAMUEL
CARPENTER BLVD,
EDISON, NJ 08837**

This is a Free EVENT
to celebrate all the
families. Join the fun
with refreshments,
music, outdoor
games, community
providers &
so much more.

"DRESS UP AS A PIRATE OR MERMAID"



To register, use the QR code or the link listed below:



<https://bit.ly/FamilyFunDay-2023>



<https://www.instagram.com/mfscmiddlesex>



<https://twitter.com/MFSCMiddlesex>



<https://www.facebook.com/MFSCMiddlesex/>



BACK TO

SCHOOL

SUPPLY DRIVE

DONATIONS NEEDED: Backpacks, Pens, Pencils, Notebooks, Glue, Markers, Paint, Rulers, Scissors, USB Drives, Crayons & Calculators.

Drop off Location:

**14 Reverend Samuel Carpenter Blvd.
Edison, NJ 08820**

**Any questions please contact
Carmen Amalbert**

Assistant to the Executive Director

908-561-2525 X 210

