

MINUTES OF A REGULAR MEETING FOR THE BOARD OF
COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF BRIDGETON

HELD ON APRIL 13, 2010

A regular meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on April 13, 2010 in the Commissioners Conference Room at 429 Oakview on west Vine Street, in Bridgeton New Jersey. Adequate notice for the meeting was provided by publication in the Bridgeton Evening News, and the Atlantic City Press, and by notification of the City Clerk.

The meeting was called to order by Chairman Williams at 5 PM and upon roll call those present were: Chairman Williams, Vice-Chair Thomas, Commissioner Lugardo-Hemple, Commissioner MacFarland, Executive Director Maier and Attorney Robert Pryor. Nellie Chann and June Leek from Oakview Heights were in attendance.

Commissioner Johnson was absent. Commissioners Santiago and Greene joined the meeting while in progress.

Commissioner Lugardo-Hemple moved that the minutes for the March 9, 2010 be approved as presented, and Commissioner MacFarland seconded the motion and upon a voice vote the motion was approved unanimously.

The Section 8 reports were circulated and reviewed: The Disbursement Records for the month ending April 1, 2010 showed an expenditure of \$1,445.14 for vendor expenses and Section 8 disbursements for HAP payments and utility reimbursements were \$107,938 on April 1, 2010.

The PHA reports were also circulated and reviewed. The disbursement records for March 2010 totaled \$294,273 for payments from the general fund and \$73,247.79 for gross payroll total earnings and \$22,371.88 for electronic payments including the employees' contribution from their paychecks as well as the Bridgeton Housing Authority's share.

Subsequent to examination of these reports, Commissioner Thomas moved that the reports be approved and that the payment of the bills is approved and said motion was seconded by Commissioner MacFarland.

Upon a roll call vote, the Commissioners voted as follows:

	AYES	NAYS
Chairman Williams	YES	
Vice-Chair Thomas	YES	
Commissioner Lugardo-Hemple	YES	
Commissioner MacFarland	YES	

The following Resolution was introduced by Commissioner Thomas read in full, and considered:

RESOLUTION NO. 1019
AUTHORIZE AGREEMENT WITH COUNTY OF CUMBERLAND
PURSUANT TO SSBG GRANT

WHEREAS, representatives of the County of Cumberland New Jersey have notified the Housing Authority of the City of Bridgeton that they have been awarded an allocation of the Social Services Block Grant (SSBG) as a subgrantee to provide resident services to senior citizens; and

WHEREAS, it is necessary and appropriate that the Housing Authority of the City of Bridgeton enter into a formal contractual agreement with the County of Cumberland regarding the use of said funds; and

WHEREAS, the allocation to be made available to the Housing Authority is \$36,750 for the year ending December 31, 2010; and

NOW THEREFORE BE IT RESOLVED, that the Executive Director and Chairman execute the contract documents pertaining to said funding from the Social Services Block Grant.

Commissioner Thomas moved that the foregoing Resolution No. 1019 be adopted as introduced and read, which motion was seconded by Commissioner Lugardo-Hemple

and upon roll call the "ayes" and "nays" were as follows:

	AYES	NAYS
Chairman Williams	YES	
Vice-Chair Thomas	YES	
Commissioner Lugardo-Hemple	YES	
Commissioner MacFarland	YES	

The Chair declared such motion carried and said Resolution No. 1019 is adopted.

The following Resolution was introduced by Commissioner MacFarland, read in full, and considered:

RESOLUTION NO. 1020
RESOLUTION TO DISPOSE OF FURNITURE AND EQUIPMENT
UTILIZING THE DISPOSITION POLICY

WHEREAS, it is necessary from time to time for the Housing Authority of the City of Bridgeton to dispose of surplus property; and

WHEREAS, the Authority owns furniture and equipment (a complete list of same is attached as Exhibit "A"), which is obsolete; and

WHEREAS, the Authority no longer has use for the aforesaid furniture and equipment; and

WHEREAS, the Authority wishes to dispose of the aforesaid furniture and equipment by public sale utilizing the Authority's Disposition Policy; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Bridgeton that the Executive Director is directed to dispose of the aforesaid furniture and equipment by public sale utilizing the Authority's Disposition Policy.

Commissioner MacFarland moved that the foregoing Resolution No. 1020 be adopted as introduced and read, which motion was seconded by Commissioner

Lugardo-Hemple and upon roll call the "ayes" and "nays" were as follows:

	AYES	NAYS
Chairman Williams	YES	
Vice-Chair Thomas	YES	
Commissioner Lugardo-Hemple	YES	
Commissioner MacFarland	YES	

The Chair declared such motion carried and said Resolution No. 1020 is adopted.

The following Resolution was introduced by Commissioner Lugardo-Hemple read in full, and considered:

RESOLUTION NO. 1021
AUTHORIZING HIRING OF SUMMER YOUTH MAINTENACE WORKERS

WHEREAS, due to financial constraints over the last few years the Authority has reduced its staff including a maintenance worker assigned to grounds keeping work among other tasks appropriate for a maintenance worker, and

WHEREAS, the Authority recognizes the need to keep its ground free of debris and to keep the grass cut among other necessary tasks for a maintenance worker, and

WHEREAS, many of the youth programs have been limited due to the general economic difficulties, and

WHEREAS, it would be helpful to the Authority to hire up to two [or one] summer youth workers for up to 24 weeks, and

WHEREAS, the cost for one worker at \$8.00 (eight dollars) per hour would be \$280 a week for a 35 hour week or up to \$6,720 for 24 weeks, and

WHEREAS, the cost for two workers at this rate for up to 24 weeks could cost \$13,440, and

WHEREAS, the workers would not be eligible for health care benefits which would be an additional cost to the Authority if they were covered, and

WHEREAS, the operating budget of the Housing Authority for the current year does provide funding for standby labor which would include summer maintenance workers,

NOW THEREFORE BE IT RESOLVED, that the Commissioners of the Housing Authority do authorize the hiring of two summer youth workers for not more than 24 weeks.

Commissioner Greene joined the meeting during this discussion.

Commissioner Lugardo-Hemple moved that the foregoing Resolution No.1021 be adopted as introduced and read, which motion was seconded by Commissioner Thomas and upon roll call the "ayes" and "nays" were as follows:

	AYES	NAYS
Chairman Williams	YES	
Vice-Chair Thomas	YES	
Commissioner Lugardo-Hemple	YES	
Commissioner MacFarland	YES	
Commissioner Greene	YES	

The Chair declared such motion carried and said Resolution No. 1021 is adopted.

Executive Maier noted that the Tenants Accounts Receivable as adjusted was \$436 at the end of March and that the vacancies currently totaled 21 which included the 9 units that became vacant in March which is an unusually high number.

Executive Director Maier discussed the possible use of GPS employee tracking systems as well as biometric clock-in systems. After some discussion, Mr. Maier agreed that he would research the matters further and present proposals in resolution form for the Commissioners consideration. Iris Santiago joined the meeting during this discussion.

Executive Director Maier noted that the standard work week in Vineland for maintenance workers was 40 hours per week while our standard work week was 35 hours. Mr. Maier suggested that the Commissioners might want to consider increasing the standard maintenance work week to 40 hours at some point.

Executive Director Maier asked if Chairman Williams would designate the June meeting for the third Tuesday, June 22nd. This would allow the Authority to advertise that its Annual Plan was available on May 1, 2010 for inspection and that the required 45 days would elapse before the Commissioners meeting. Mr. Williams agreed to set the June meeting for June 22nd.

Executive Director Maier noted that the Township of Wenonah had tried to purchase our handicap ramp from GovDeals.Com but was unsuccessful and has asked for us to sell it to the township if the online sale to the successful bidder fell through.

Mr. Maier noted that the Capital Fund projects were progressing nicely and we had exhausted the special CFP stimulus money but had sufficient funds from CFP 2008 and CFP 2009 to complete the projects.

There were no reports of committees.

During the public portion, Nellie Chann of 430 Oakview noted several problems including her front porch, the ceiling in her living room and the rear door latch. She requested that maintenance attend to the problems and that she be present when they looked at the ceiling. Executive Director Maier asked Mrs. Chann to phone her maintenance requests to the office but added that he would also bring these matters to her attention. Other matters discussed were trash and the Gazebo which Mrs. Chann thought should be torn down.


June Leek, also from Oakview Heights, noted that she had lived in Oakview Heights for three years and that she was very happy there. However, she noted that sign advertising Oakview Heights had fallen down and she had turned it into the social services office and she would like to see it repaired and replaced at the previous site as she was proud of living in Oakview Heights.

During unfinished business, Attorney Pryor noted that it was appropriate to go into Executive Session to discuss legal contracts and personnel matters. Commissioner Greene moved that the group go into the closed session which motion was seconded by Commissioner Lugardo-Hemple and approved unanimously.

Upon return from Executive Session there was no new business and there being no business Chairman Williams asked if there was a motion for adjournment.

There being no further business, Commissioner Lugardo-Hemple moved that the meeting be adjourned. The motion was seconded by Commissioner Thomas and

upon a voice the vote the motion carried. Chairman Williams declared the meeting adjourned at 6:28 PM.



Raymond H. Maier, Secretary
May 12, 2010

date