

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

HELD ON DECEMBER 14, 2010

A regular meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on December 14, 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 5:03 PM and upon roll call those present were: Chairman Williams, Commissioner Johnson, Commissioner Lugardo-Hemple, Commissioner MacFarland, Commissioner Santiago, Commissioner Greene, Executive Director Maier, Attorney Robert Pryor, and James Howell.

Later resident Deborah Childers of 1 Birch Street and her daughter Tawanna showed up and spoke at the public portion.

Commissioner Thomas showed up at the meeting but had to leave immediately for a family emergency.

Commissioner Lugardo-Hemple moved that the minutes for the November 9, 2010 be approved as presented, and Commissioner Johnson 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 December 1, 2010 showed an expenditure of \$759.65 in vendor expenses and Section 8 disbursements for HAP payments and utility reimbursements were \$120,255 on December 1, 2010.

The PHA reports were also circulated and reviewed. The disbursement records for November 2010 totaled \$229,965.40 for payments from the general fund and \$64,369.91 for gross payroll total earnings and \$19,310.57 for electronic payments including the employees' contribution from their paychecks as well as the Bridgeton Housing Authority's share.

At this time Executive Director Maier noted that the Maintenance Supervisor Barry Barber had handed in his resignation after approximately 37 years of service to the Authority. His pension paperwork has been forwarded to the state's Division of Pensions.

Executive Director Maier also noted that there would likely be some findings in this audit for FYE 9/30/2009. Considerable discussion centered on the nature of the findings and their correction. Mr. Maier agreed to keep the members aware of the progress on the audit including getting a copy of the final draft which may be modified from the first draft.

The resolution 1035 was presented in its final form. The resolution was discussed at prior meetings but adopted at the October 12th meeting and put into a final form for the members to review before filing.

Resolution 1049 was on the agenda to ratify the submittal of the MASS report but the actual resolution was not in the commissioners' meeting materials. Executive Maier did however review the file for the MASS submittal. The resolution will be presented at the next meeting.

Before the completion of the review and adoption of the resolutions, Chairman Williams opened the meeting to the public to accommodate resident Deborah Childers of Birch Street and her daughter Tawanna. Mrs. Childers wishes to have additional fencing put around her apartment. After considerable discussion, Mr. Maier asked Commissioner Greene to join him Friday morning to review the fence situation at that unit.

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

RESOLUTION NO. 1050
AUTHORIZING ADDITIONAL POLICE SERVICES

WHEREAS, there are times when additional police services are needed at Maplewood Gardens and possibly other Housing Authority sites, and

WHEREAS, these times include but may not be limited to such things as holidays, summer weekends, and high school graduation ceremonies; and

WHEREAS; the Authority has funded part time officers previously pursuant to resolution 0813; and

WHEREAS, the Authority can purchase additional police officers' services at the rate of two officers for six hour blocks for a price not to exceed \$780; and

WHEREAS, the Authority may also purchase additional police officers' services for varying amounts of time but at a prorated cost; and

WHEREAS; the Authority wishes to procure additional police officers who generally will be serving on an overtime basis to be directed by the Bridgeton Police Department; and

WHEREAS, the Authority will be billed for these services after they are performed and shall pay for said services in a timely manner but in no case less than 60 days from receiving a bill for said services; and

WHEREAS, it is imperative that the Authority and the Police Department communicate regularly regarding the needs for services and the police services rendered to the Authority; and

WHEREAS, funding for said services may be paid through the Authority's operating fund; and

WHEREAS, the Authority is willing to commit up to \$10,000 for these additional services whereupon the Authority and the City of Bridgeton will evaluate the efficiency and effectiveness of these services as well as the financial ability of the Authority to continue these services or additional services.

WHEREAS, the Authority understands that notwithstanding the procurement of additional police services, the City of Bridgeton will provide traditional police services as required by the Cooperation Agreement between the City of Bridgeton and the Housing Authority of the City of Bridgeton.

NOW THEREFORE BE IT RESOLVED, that the Commissioners of the Housing Authority of the City of Bridgeton agrees to enter into a contract

with the City of Bridgeton, which incorporates the provisions of this resolution.

Commissioner Johnson moved that the foregoing Resolution No. 1050 be adopted as introduced and read, which motion was seconded by Commissioner MacFarland and upon roll call the "ayes" and "nays" were as follows:

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

The Chair declared such motion carried and said Resolution No. 1050 is adopted.

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

RESOLUTION NO. 1051
AUTHORIZING CONTRACT WITH AUDITOR

WHEREAS, the Commissioners of the Housing Authority of the City of Bridgeton require the services of an independent auditor for the fiscal year ending 9/30/2010; and

WHEREAS, the local public contract law (NJSA-40A:11-1 et seq) requires that the resolution authorizing the award of a contract for "Professional Services" without competitive bidding must be publicly advertised, and

WHEREAS, the Authority did nevertheless advertise and receive RFPs (Request for Proposals) for the prior year which were evaluated on a variety of factors including price and experience for its audit of the 9/30/2009 year; and

WHEREAS, the prior RFP did provide that the Authority could hire the auditor for an additional year at its option; and

WHEREAS, the Authority did receive three proposals for the 9/30/2009 year and selected Polcari and Company to complete the audit; and

WHEREAS, it is appropriate to retain the auditor for an additional year on the basis of a professional service awarded contract to provide continuity during a year of transition of HUD regulations, staff personnel and related issues; and

WHEREAS, the firm of Polcari and Company has submitted a proposal to conduct the audit for the fiscal year ending 9/30/2010; and

WHEREAS, the scope of work includes monthly progress meetings with the Authority staff;

WHEREAS, the price for the services to provide the audit in 9/30/2010 is \$11,414 and is \$569 more than the previous year and is deemed to be reasonable; and

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of the City of Bridgeton, in the County of Cumberland, in the State of New Jersey as follows:

1. That the Officials of the Housing Authority of the City of Bridgeton are hereby directed to execute and deliver the contract to Polcari and Company to complete the audit for the fiscal year ending September 30, 2010;
2. That the contract may be regarded as having been awarded without competitive bidding as a "Professional Service" under the provisions of the local public contracts law, because said law does not require competitive bidding for such services.
3. That the award of the contract will be publicly advertised in accordance with New Jersey law within 10 days of the contract award.

Commissioner Johnson moved that the foregoing Resolution No. 1051 be adopted as introduced and read, which motion was seconded by Commissioner Santiago and upon roll call the "ayes" and "nays" were as follows:

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

The Chair declared such motion carried and said Resolution No. 1051 is adopted.

The Executive Director noted that the Authority would be purchasing more items off the state bid list. If the cost of an item exceeded the formal sealed bid limit, the Board would be expected to approve the purchase by resolution prior to the actual procurement.

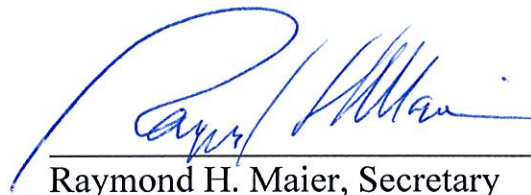
It was reported that the Tenants Accounts Receivable for November as adjusted was \$911.53. There are currently 20 vacancies but of those, 8 units are ready for occupancy and 6 are the Oakview storm damaged or water damaged units.

Executive Director Maier noted he had received approximately \$400,000 from the insurance company but the Public Adjuster and the insurance's company's adjuster were still negotiating over some items.

There was no committee discussion of the drug elimination program, or from the procurement committee, the audit or budget committees. For the Personnel Committee, Commissioner Greene discussed the various options on the advertisement for the Executive Director's position which is to be vacated after next May. After much discussion, Chairman Williams asked if there was a report from the Ad Hoc Committee and Commissioner Johnson discussed a mysterious car that had seemed to have been stalking the

Oakview apartments but had reportedly been asked to leave by the police. The commissioner returned to the discussion and questions of the effort to advertise for a new Executive Director and after further discussion and questions, Chairman Williams suggested that the issue would not be resolved at that meeting of December 14, 2010 and suggested that it be pushed back to the January meeting and asked for a motion to adjourn. After more discussion Chairman Williams asked the attorney for options at which time the attorney, Robert Pryor, suggested the Commissioners could adjourn the meeting and return to the issue next month or they could continue to work towards resolving the issues. Mr. Williams then asked for a motion to adjourn.

Commissioner MacFarland moved that the meeting be adjourned. The motion was seconded by Commissioner Johnson and upon a voice the vote the motion carried. Chairman Williams declared the meeting adjourned at 6:30 PM.



Raymond H. Maier, Secretary

1-12-2011

date