

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

HELD ON MAY 11, 2010

A regular meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on May 11, 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 5:01 PM and upon roll call those present were: Chairman Williams, Vice-Chair Thomas, Commissioner Johnson, and Commissioner MacFarland, Executive Director Maier and Attorney Robert Pryor.

Commissioners Lugardo-Hemple, Santiago, and Greene, were absent.

Commissioner MacFarland moved that the minutes for the April 13, 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 May 1, 2010 showed an expenditure of \$2,324.27 in vendor expenses and Section 8 disbursements for HAP payments and utility reimbursements were \$112,082.00 on May 1, 2010.

The PHA reports were also circulated and reviewed. The disbursement records for April 2010 totaled \$390,404.06 for payments from the general fund and \$87,187.87 for gross payroll total earnings and \$26,638.54 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 MacFarland moved that the reports be approved and that the payment of the bills is approved and said motion was seconded by Commissioner Thomas.

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

	AYES	NAYS
Chairman Williams	YES	
Vice-Chair Thomas	YES	
Commissioner Johnson	YES	
Commissioner MacFarland	YES	

A motion was then made by Commissioner Thomas that we go into Executive Session for the purpose of discussing contracts and the motion was seconded by Commissioner MacFarland and approved unanimously.

Upon return from Executive Session the Commissioner considered resolutions.

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

RESOLUTION NO. 1022

ADOPTING A POLICY CONSISTENT WITH THE VIOLENCE AGAINST WOMEN ACT (VAWA)

WHEREAS, the U. S. Department of Housing and Urban Development requires that Housing Authorities adopt a Violence Against Women Policy in accordance with the Violence Against Women Act (VAWA); and

WHEREAS, the a copy of the policy must be included with the Annual Plan of the Housing Authority; and

WHEREAS, the Commissioners have had an opportunity to review the proposed policy and deem it to be appropriate to the goals of the Authority;

NOW THEREFORE BE IT RESOLVED, that the Commissioners of the Housing Authority of the City of Bridgeton authorize the adoption of the VAWA policy.

During the discussion, it was noted that the Executive Director would draft a policy providing the same protections to men who are the victims of domestic violence.

Commissioner Thomas moved that the foregoing Resolution No. 0102 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 MacFarland	YES	

The Chair declared such motion carried and said Resolution No. 1022 adopted.

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

RESOLUTION NO. 1023
AUTHORIZING CONTRACT WITH TRASH HAULER

WHEREAS, the Housing Authority of the City of Bridgeton did advertise and receive bids on February 27, 2008 for trash hauling for a two year period; and

WHEREAS, the Authority received two bids from Waste Management of Ewing New Jersey and Earthtech of Seaville New Jersey; and

WHEREAS, the lowest responsible bidder was with Waste Management bid for the first year being \$64,800 and \$67,392 for the second year; and

WHEREAS, it is necessary to execute a contract to have trash removed and appropriate to execute the contract with Waste Management;

NOW THEREFORE BE IT RESOLVED, that the Commissioners of the Housing Authority of the City of Bridgeton authorize the Executive Director to execute a contract with this firm for a two year period.

Commissioner Thomas moved that the foregoing Resolution No. 1023 be adopted as introduced and read, which motion was seconded by Commissioner Johnson and

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

	AYES	NAYS
Chairman Williams	YES	
Vice-Chair Thomas	YES	
Commissioner Johnson	YES	
Commissioner MacFarland	YES	

The Chair declared such motion carried and said Resolution No. 1023 is adopted.

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

RESOLUTION NO. 1024
AUTHORIZING PURCHASE OF CELL PHONE GPS SYSTEM

WHEREAS, the Housing Authority wishes to keep up with the efficient use of technology that has been adopted by many companies, and

WHEREAS; there are cell phone systems with GPS capabilities which provides "field force management" feature that allows managers to know where their workers are at all times; and

WHEREAS, it is often advantageous to know where a worker is so as to inspect the work or to assign the closest worker to an emergent job; and

WHEREAS, Verizon Wireless company has a state contract to provide said cell phones for our maintenance department and security guard; and

WHEREAS; Verizon Wireless can also provide phones to all of our current users at a price that is competitive with our current expenses under one billing plan, and

WHEREAS, the Commissioners of the Housing Authority consider this an efficient and effective management tool, and

WHEREAS, it is appropriate that the Authority require all employees with cell phones supplied by the Authority keep their cell phones on while on working hours; and

WHEREAS, any employee who fails to keep his/her phone on during working hours may not have those hours approved for payment unless there is an appropriate explanation for the employee's failure to keep their phone on;

NOW THEREFORE BE IT RESOLVED, that the Authority purchase said phones and plans and distribute them among employees and give them notice of the GPS capabilities; and

Commissioner Thomas moved that the foregoing Resolution No. 1024 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 MacFarland	YES	

The Chair declared such motion carried and said Resolution No. 1024 is adopted.

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

RESOLUTION NO. 1025
AUTHORIZING TRAVEL & REGISTRATION TO NJARHOR AND NJ/NAHRO
ENERGY PERFORMANCE CONTRACTING WORKSHOP IN SMITHVILLE
JUNE 25, 2010

WHEREAS, it is appropriate for staff to attend conferences to keep abreast of changing rules and regulations and methods, as necessary in order to comply with federal regulations affecting our public housing program; and

WHEREAS, the Authority has been approached by several firms to participate in Energy Performance Contracting (EPCs); and

WHEREAS, it may be possible to use this method to greatly improve the Bridgeton Housing Authority's energy costs well into the future; and

WHEREAS, there is also a possibility of financial risk to the Authority; and

WHEREAS, it is therefore appropriate and necessary that the Authority be apprised of the applicable regulations on this topic;

WHEREAS, New Jersey professional housing organizations and HUD officials will be conducting a workshop in Smithville NJ on June 22 at a registration cost of \$45 per person; and

NOW THEREFORE BE IT RESOLVED, that the Commissioners of the Housing Authority of the City of Bridgeton authorize the expenditure of reasonable registration fees and travel in accordance with the Authority's travel policy for the Executive Director Raymond Maier and Assistant Executive Director James Howell to attend this training conference;

Commissioner MacFarland, moved that the foregoing Resolution No. 1025 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 Johnson	YES	
Commissioner MacFarland	YES	

The Chair declared such motion carried and said Resolution No. 1025 is adopted.

A motion to table resolution 1026 regarding a new draft of the Personnel Policy was made by Commissioner Thomas and seconded by Commissioner MacFarland and approved unanimously.

The Executive Director noted the tenants accounts receivable for the end of April was \$1,159. The vacancies were 26 with a number of units having just become vacant.

Executive Director Maier indicated that he had spoke with Mr. Grusemeyer regarding the Authority's concerns with setting precedent and not having adequate justification for reimbursing him for his cobra expenses. Mr. Grusemeyer indicated

he understood and that he had no intention of pursuing the matter further and thanked Mr. Maier for his review of his situation.

Executive Director Maier noted that he had attended the “Somebody’s Watching Me Seminar” and had determined that having cell phones with GPS field monitoring features was legal but that employees should be notified that the feature existed if they were given such cell phones.

Executive Director Maier noted that the Authority had received authorization from HUD to convey its Cohansey View vacant lot to the city with a restrictive covenant requiring that the field be maintained as soccer fields for the neighborhood children and that Tri-County would act as the developer to take care of the field while having use of some of the property for parking for their employees and clients.

Executive Director Maier noted that the Authority is obligated to give employees a copy of the Conscientious Employee Protection Act (CEPA aka Whistleblower Act) on an annual basis.

Executive Director Maier indicated the Enterprise Income Verification (EIV) training in Millville which was organized with the help of the Bridgeton Housing Authority was successful.

Executive Director Maier commented briefly on frustrations in dealing with some of the new programs and internet reporting programs that HUD is attempting to implement.

Executive Director Maier noted that Verizon’s installation of FIOS wiring was in many cases unacceptable. He will work with Mr. Pryor to address that situation.

The youth workers have been hired for the summer months ending September 30, 2010.

There were no reports from committees although Commissioner Johnson noted that an individual had been arrested for illegal activity and had been reported in the newspaper as living in Oakview Heights. Mr. Maier will check into that situation.

There was no public portion of the meeting, or any unfinished or new business.

There being no further business, Commissioner MacFarland 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 6:42 PM.



Raymond H. Maier, Secretary

6/23/2010

date