

**MINUTES OF A REGULAR MEETING FOR  
THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON  
HELD ON JUNE 27, 2013**

A regular meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday June 27, 2013 in the Conference Room at 429 Oakview Heights on West Vine Street in Bridgeton New Jersey.

The meeting was called to order by Chairperson Santiago at 5:00 PM and upon roll call, those present were: Chairperson Santiago, Commissioner Lugardo-Hemple, Commissioner Leek, Commissioner Cortes and Commissioner MacFarland. Assistant Executive Director James Howell was also present and Executive Director Joanne Sbrana and Attorney Robert Pryor joined the meeting in progress.

A motion was made by Commissioner Lugardo-Hemple to approve the minutes from the May 23 meeting and the motion was seconded by Commissioner Cortes. The minutes were approved unanimously.

**Report of Secretary/Treasurer**

Director Sbrana presented financial reports to the Board. Amp 1 (Maplewood) generated \$63,317 of operating income and cost \$80,606 in expenses for the month. AMP 2 (Senior Sites) generated \$132,869 in operating income and cost \$154,411 in expenses. AMP 3 (HOPE 6) pulled in \$33,644 through subsidy which was transferred to HOPE 6. Central Office generated \$33,788 and cost \$31,973 in expenses. Section 8 generated \$11,437 and cost \$8,515 in expenses. A motion to accept the financial reports and to pay the monthly bills was made by Commissioner Leek and seconded by Commissioner Lugardo-Hemple. The motion was unanimously approved.

The Board was presented with Resolution 1308 which authorized the renewal of the Authority's membership in the NJ Public Housing Authority Joint Insurance Fund. Director Sbrana explained that this is the agency with which the Authority is

insured. Commissioner Leek moved that the resolution be approved. The move was seconded by Commissioner MacFarland. The motion was unanimously approved upon voting.

The Board was presented with Resolution 1309 which authorized the submittal of the Authority's Annual and Five Year Plans to HUD. After a review of the plans and being informed that a public hearing had been held regarding the plans, a motion to accept the Resolution was made by Commissioner Cortes and seconded by Commissioner MacFarland. The motion was approved unanimously upon voting.

The Board was presented with Resolution 1310 authorizing the extension of the Authority's cleaning contract. The Authority currently is contracted with Ottinger Cleaning Services. Director Sbrana informed the Board that the Authority has been satisfied with Ottinger's performance. A motion to accept the Resolution was made by Commissioner Lugardo-Hemple and seconded by Commissioner Cortes. Upon voting, the motion was unanimously approved.

### **Committee Reports**

There were no Committee reports but Commissioner Leek complimented the maintenance staff for outstanding performance.

### **Public Portion**

No one from the public commented.

### **Unfinished Business**

#### **New Business**

The issue of swimming pools at Maplewood Gardens was discussed. Apparently, some residents still put out swimming/wading pools despite being informed that they are not allowed. Persons who put out pools are sent a letter to remove them. If not removed, maintenance will take away.

Director Sbrana requested that the Housing Authority staff be granted Friday July 5 the day as a sort of reward for its hard work in pulling the Authority from

troubled status. The Board agreed unanimously to declare July 5, 2013 as a “floating” holiday.

The search for a part time homemaker for social service continues.

There being no further business to discuss, the meeting adjourned at 5:43 PM.

---

Joanne Sbrana, Secretary

---

Date