

**MINUTES OF A SCHEDULED MEETING FOR  
THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON  
HELD ON JUNE 23, 2016**

A meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday June 23, 2016 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: Commissioner Leek, Commissioner MacFarland, Commissioner Cortes and Commissioner Lugardo-Hemple. Also present were Executive Director Joanne Sbrana and Assistant Director James Howell.

A motion was made by Commissioner Lugardo-Hemple to approve the minutes from the May 26, 2016 meeting and the motion was seconded by Commissioner Cortes. The minutes were approved unanimously via an oral vote.

**Report of Secretary/Treasurer**

Director Sbrana presented the monthly financial report to the Board. Amp 1 (Maplewood) had 98 of 100 units leased and generated \$60,232 of operating income and cost \$78,825 in expenses for the month. AMP 2 (Senior Sites) had 244 of 252 units leased and generated \$25,874 in operating income while costing \$24,449 in expenses. AMP 3 (HOPE VI) pulled in \$33,527 in subsidy which was transferred to HOPE VI. Central Office generated \$33,556 in income and cost \$27,983 in expenses. Section 8 generated \$9,057 and cost \$9,511 in operation costs. Commissioner MacFarland moved that the report be accepted and was seconded by Commissioner Leek. The motion was unanimously approved.

The Board was presented with Resolution Number 1603 which would authorize the submission of the Annual and Five Year Plans for the Capital Fund Program. Director Sbrana explained that the Authority must submit this report each year in order to receive its annual Capital Fund Grant. Sbrana gave an overview of the

Authority's goals for the next year and following four years. She also noted that a public hearing had taken place in order to give members of the public the opportunity to comment on the plan. Commissioner Leek moved that Resolution 1603 be accepted and Commissioner Lugardo-Hemple seconded the motion. Upon oral vote, the motion was passed unanimously.

The Board was presented with Resolution Number 1604 which authorized the Authority to renew its membership with the New Jersey Public Housing Joint Insurance Fund (JIF). Commissioner Sbrana explained that the JIF collectively provides insurance coverage to Public Housing Authorities across the State and saves the Authorities the time and expensive of researching and bidding for insurance coverage. The Authority has been a member of the JIF since 2011 with no issues. Commissioner MacFarland moved that Resolution 1604 be accepted as presented and Commissioner Leek seconded the motion. Upon oral vote, the motion passed unanimously.

The Board was presented with Resolution Number 1605 which authorized the Authority to enter into a contract for the replacement of cedar siding at Oakview Heights. Director Sbrana explained that several buildings at Oakview are sided with cedar panels that are aged and cracking apart. The Authority received two bids for the work from J. Bishop Construction for \$228,100 and Pelka Construction for \$169,000. The Authority chose to enter a contract with Pelka who had submitted the lowest responsible bid. Commissioner Leek moved that Resolution 1605 be accepted as presented and Commissioner Cortes seconded the motion. Upon oral vote the motion passed unanimously.

### **Committee Reports**

There were no Committee reports.

### **Public Portion**

No members of the public spoke.

### **Old Business**

There was no old business to be discussed.

### **New Business**

Rosemary DeQuinzio appeared and reported that she had applied with the Bridgeton City Council to fill the Housing Authority seat vacated by Tyrone Williams. The application is being reviewed by City Council.

With no further business to discuss, the meeting adjourned at 5:38 PM.