

**MINUTES OF A SCHEDULED MEETING FOR
THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON
HELD ON OCTOBER 27, 2016**

A meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday October 27, 2016 at 5:00 PM 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 Lugardo-Hemple, Commissioner Thomas and Commissioner DeQuinzio. Also present were Executive Director Joanne Sbrana, Attorney Robert Pryor and Assistant Director James Howell.

A motion was made by Commissioner Lugardo-Hemple to approve the minutes from the September 22, 2016 meeting and the motion was seconded by Commissioner Leek. 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) generated \$91,133 of operating income and cost \$114,826 in expenses for the month. AMP 2 (Senior Sites) generated \$136,150 in operating income while costing \$157,882 in expenses. AMP 3 (HOPE VI) pulled in \$34,731 in subsidy which was transferred to HOPE VI. Central Office generated \$30,615 in income and cost \$43,450 in expenses. Section 8 generated \$11,169 and cost \$12,077 in operation costs. Commissioner Thomas moved that the report be accepted and was seconded by Commissioner DeQuinzio. The motion was unanimously approved.

The Board was presented with Resolution Number 1610 which authorized write offs of former tenants. Monies owe will be pursued through the court. Commissioner Thomas moved that Resolution 1610 be accepted and

Commissioner MacFarland seconded the motion. The motion was unanimously passed.

Director Sbrana also informed the Board that letters were sent to tenants giving them 14 days to bring in any money owed to the Authority. Those who do not pay will be taken to court for eviction. Commissioner Santiago wished to know what percentage was the Authority asking for the tenant to pay back in order to remain. Those residents are being required to pay 100% of what is owed because they had previously had a repayment agreement with the Authority. Residents will now be sent notices before the end of each month of monies owed so that they do not fall too far behind to catch up.

Committee Reports

Commissioner DeQuinzio was assigned as Chair of the Personnel Committee.

Public Portion

No members of the public were present.

Old Business

There was no old business to discuss.

New Business

There was a question regarding heating of the buildings. Heat has been turned on October 15 but outside temperatures rose again the following week so it was turned off. Heat was turned back on when it got cold again. Heat at Housing Authority apartments is generally maintained at 70 degrees.

A resident organization has formed at the High Rise. Several tenants have banded together and begun to schedule regular meetings to discuss issues at the building and plan activities.

Director Sbrana relayed events of a small payroll issue occurring on October 14. Paychecks had been issued late but Sbrana came into the office early and corrected the problem. Commissioner MacFarland was contacted by an employee complaining of this development and came to the Main Office and spoke with the

employee. The employee had other issues besides the checks which Commissioner MacFarland was able to settle.

The Board confirmed that a letter of thanks would be sent to former Commissioner Cortes for her time of service.

With no further business to discuss, the meeting adjourned at 5:46 PM. The next meeting shall take place on Thursday November 17, 2016.