

**MINUTES**  
**SUMMIT HOUSING AUTHORITY**  
**June 26, 2013**

Chairperson Dennis White called the meeting to order at 7:00 p.m. in the Janet Whitman Room. The following Commissioners were present:

Commissioner Richard Poole, Commissioner Pam Kuhn, Commissioner Steven Spurr, Commissioner Jeffrey Halverstadt, and Chairman Dennis White. Also present were Joseph M. Billy Jr., Executive Director, Michelle Salazar, Office Administrator, and Legal Counsel William Connelly. Commissioner Richard Poole and Commissioner Coalter Pollock were absent.

Mr. Billy read the Open Public Meetings Act Notice, "Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an amended Annual Notice dated December 12, 2012, setting forth the date, time and place of this meeting. Said notice was filed with the Clerk of the City of Summit, forwarded to newspapers of local circulation and to the persons requesting it.

Mr. Billy led those in attendance in a salute to the flag.

**APPROVAL OF THE MINUTES OF THE May 22, 2013 REGULAR BOARD MEETING:**

Commissioners Spurr and Halverstadt moved and seconded approval of the Minutes. The roll call was unanimous and the minutes were approved.

**CHAIRPERSON'S REPORT:** Chairman White and Mr. Billy both attended the town hall meeting in June related to the Downtown Redevelopment Plan, and provided The Board with an overview.

**REPORT OF EXECUTIVE DIRECTOR:**

Mr. Billy introduced SHA Legal Counsel William Connelly. Mr. Connelly gave a detailed report of his legal review of the issue relating to the City of Summit designating the Vito A. Gallo property at 12 Chestnut as "An Area in Need of Redevelopment". He entertained questions from the Board members.

He also related the results of a recent eviction proceeding regarding a problem tenant at 12 Chestnut. The authority was successful and was granted possession of the unit effective 9/1/13.

Mr. Billy updated the Board on the following topics:

- Resolution to certify the Audit for FYE 12/31/12
- Analyzing our A/R relating to habitual late rent payers

**12 Chestnut:**

- Roof project is under legal review in regards to what our next options are.
- Fire panel done. Awaiting Fire department inspection.
- Heat pumps: 7 are being sent back due to A/C not working properly.
- Mice issue is ongoing, Ace Walco visiting every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month and retreating units with reoccurring issue.
- New exercise program starting in September every Thursday in 45 minute sessions for the Seniors

Mr. Billy then entertained any questions from the Board.

**RESIDENT ASSOCIATION REPORTS:** None.

**COMMITTEE REPORTS:**

**Operations:** Vice Chairperson Kuhn noted that the treasurer's report is consistent with the previous report. There are three vacancies at 12 Chestnut and we are at full capacity at Glenwood and Weaver Street properties. Chairperson Kuhn also expressed concerns with City of Summit and the charges they presented for the 2<sup>nd</sup> Quarter 2013 salaries, which seemed low. The Budget to Actual is showing a deficit of about \$11,000 this month.

**Affordable Housing:** None.

**Personnel:** None.

**Residents Committee:** Chairperson Kuhn attended the Art show at 12 Chestnut and that it was very pleasant and had a great display of the senior art projects.

**Public Relations:** None.

**Buildings & Grounds:** None.

**PUBLIC COMMENT:** None.

**OLD BUSINESS:** Home Depot credit card finance charges were mentioned again and the Board was informed that Home Depot is not willing to change the due date for the payment of the bill.

**NEW BUSINESS:** Chairman White and Mr. Billy initiated discussion regarding the agreement the authority has with SAHC relating to the laundry equipment at our sites and the revenue that's generated. The issue will be discussed further at future meetings.

**CORRESPONDENCE:** No discussion.

RESOLUTIONS:

Commissioner Kuhn moved for a Consent Agenda for Resolutions 13-26-06-01 to 13-26-06-3  
Commissioner Zimmermann seconded the Consent Agenda.

The roll call on the Consent Agenda was taken and the resolutions were approved unanimously.

COMMON COUNCIL LIAISON: None.

EXECUTIVE SESSION: None.

There being no further business before the Board, Commissioners Spurr and Kuhn moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 8:10 p.m.

**UPCOMING SUMMIT HOUSING AUTHORITY MEETING DATES & TIMES**

*Next meeting: Wednesday, July 24, 2013  
Community Room – Vito A. Gallo Building  
12 Chestnut Avenue, Summit NJ*

**AUGUST – No Meeting**

**September:** WEDNESDAY, September 25, 2013  
JANET WHITMAN ROOM, SUMMIT CITY HALL  
SUMMIT, NJ 07901  
7:00 PM

Respectfully submitted,  
Joseph M. Billy, Jr., Executive Director