

**MINUTES**  
**SUMMIT HOUSING AUTHORITY**  
**September 17, 2014**

Commissioner Steven Spurr served as Acting Chairperson and called the meeting to order at 7:04 pm in the Janet Whitman Room in the Summit City Hall. The following Commissioners were present:

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

Mr. Billy read the Open Public Meetings Act Notice, "Adequate notice of this of this meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an Annual Notice dated December 11, 2013, setting forth the date, time and place of this meeting. Said notice was filed with the Clerk of the City of Summit, and forwarded to newspapers of local circulation.

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

THE MINUTES OF THE July 23, 2014 REGULAR BOARD MEETING: were tabled since there were not enough commissioners present to approve the minutes.

EXECUTIVE SESSION: Commissioner Poole moved and Commissioner Halverstadt seconded a motion to go into Executive Session to discuss personnel and/or matters of litigation that may or may not be acted upon.

Upon roll call, all members voted affirmative.

RETURN TO PUBLIC SESSION: Commissioner Poole moved and Commissioner Halverstadt seconded a motion to return to Public Session. Upon roll call all members voted in the affirmative.

CHAIRPERSON'S REPORT: None.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

- The Summer Senior BBQ was held on August 14, 2014. It turned out to be a beautiful day with about 75 attendees.
- The Summit Housing Authority is currently putting together their 5 year plan to be submitted to HUD.
- There have been two recent episodes of bed bugs at 12 Chestnut. Our exterminator was called in and they checked the surrounding units. All units were prepped and treated.

- Mr. Billy met with the Executive Director of the YMCA about outreach activity programs for the seniors at 12 Chestnut. A survey has been put together and will be distributed to see what the seniors are interested in and what programs can be established.
- We are still awaiting the installation of the carpet in the 12 Chestnut Community Room.
- There is a resolution in your meeting packet to reject two bids we received for the window replacement project at Weaver Street because the bids were way above the engineers estimate. We will re-advertise and rebid the project. We are also awaiting funding for this project from the Rental Rehabilitation program through the city.

Commissioner Spurr asked if there are any preventative measures we should be taking to not get bed bugs. Mr. Billy said regrettably there are no preventative measures that can insure a resident will not get bed bugs. We will continue our dog sweeps every six months.

RESIDENT ASSOCIATION REPORTS: None.

COMMITTEE REPORTS:

**Operations: None. Commissioner Kuhn was absent. Mr. Billy did mention that all reports were emailed out with the Board Meeting Packet and that all three sites are fully leased. The PSE&G bill was only \$110 this month due to an error in computing usage. PSE&G was contacted and we were told of another error on the account and were advised to not pay the bills that were wrong and that they would send out corrected bills. Commissioner Spurr asked about what the Housing Authority would be doing to prepare for the upcoming winter weather. Mr. Billy said he would be buying extra calcium and rock salt in bulk earlier this year. The Housing Authority also had the trucks properly maintenance for the winter last year with new lights installed and our plows and snow blowers are up to date as well.**

**Affordable Housing:** Commissioner Poole mentioned the developer of Franklin Place has come back with a new plan to go off site with their affordable units and buy the house that is located at 31 Russell Place. They are proposing to knock it down and build a new 2 family house. They brought this latest plan to the City of Summit Affordable Housing Committee and would like them to recommend this project to the City Council. Commissioner Poole mentioned that the committee in general was in favor of the project. COAH continues to be in disarray with the Governor vetoing a bill extending the suspension of a 2.5% fee. The new COAH rules must be adopted by October 31, 2014 and registered by November 17, 2014. The city has filed lengthy comments in regards to COAH. The Rehab program was discussed as well because it ties into COAH.

**Personnel: None.**

**Residents Committee: None.**

**Public Relations:** None.

**Buildings & Grounds:** None.

OLD BUSINESS: None.

NEW BUSINESS: None.

CORRESPONDENCE: None.

RESOLUTIONS:

Commissioner Spurr moved for a Consent Agenda for:

- 14-17-9-1: Resolution Confirming Approval of the Payment of Invoices for the period of 7/24/14 to 8/27/14
- 14-17-9-2: Resolution Requesting Approval of the Payment of Invoices for the period of 8/28/14 to 9/17/14
- 14-17-9-3: Resolution Renewing Membership In The New Jersey Public Housing Joint Insurance Fund Effective January 1, 2015 Through December 31, 2017
- 14-17-9-4: Resolution Rejecting All Bids Opened On August 22, 2014 For The Window Replacement Project At The 2 Weaver Street Development And Authorizing The Re-Bidding Of The Project

Commissioner Poole seconded the Consent Agenda.

Upon roll call on the Consent Agenda, all members voted in the affirmative and the resolutions were approved unanimously.

COMMON COUNCIL LIAISON: None.

There being no further business before the Board, Commissioners Poole and Zimmermann moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 8:09 p.m.

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

**Next Meeting**

WEDNESDAY, October 22, 2014

JANET WHITMAN ROOM – SUMMIT CITY HALL

SUMMIT, NJ 07901 - 7:00 PM

Respectfully submitted,

Joseph M. Billy, Jr., Executive Director