

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JUNE 25, 2013

Present: Paul Hayes, Chairman
Edward Kiesche, Vice-Chairman
Stephen Scaturro, Commissioner
John Catalano, Commissioner
Stanley Schick, Commissioner
Kim Terebush, Commissioner
Allure Cawley, Resident Commissioner

AGENDA ITEM # 7/29/13
MEETING DATE 7/29/13

Anthony Matthews, Assistant Executive Director
Terry Brady, Esq. HATB Legal Counsel
Nancy Nicholson, Service Coordinator

Call To Order: Chairman Hayes called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:00 P.M. at the David Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag: Chairman Hayes led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Scaturro, Terebush, Schick, Cawley, Catalano, Vice-Chairman Kiesche and Chairman Hayes. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on May 28, 2013.

There being no additions, deletions or corrections on motion by Vice-Chairman Kiesche and seconded by Commissioner Schick, the minutes were accepted as submitted. Upon roll call, Commissioners Schick, Terebush, Scaturro, Vice-Chairman Kiesche and Chairman Hayes voted "Aye". Commissioners Catalano and Cawley abstained since they were absent from this meeting.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23692 through #24011 and Direct Deposit D86800 through D88300, Operating Account, June, 2013.

Motion to approve for payment vouchers #23692 through #24011 and Direct Deposit D86800 through D88300, Operating Account, was made by Vice-Chairman Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #24012 through #24017, Operating Account, June, 2013.

Motion to approve for payment vouchers #24012 through #24017, Operating Account, was made by Vice-Chairman Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #26086 through #26147 and Direct Deposit D3432 through D3501, Section 8 Account, June, 2013.

Motion to approve for payment vouchers #26086 through #26147 and Direct Deposit D3432 through D3501, Section 8 Account was made by Commissioner Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2184 through #2186, Tenant Security Refund Account, June, 2013.

Motion to approve for payment vouchers #2184 through #2186, Tenant Security Refund Account, was made by Commissioner Terebush and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #4128 through #4129, Capital Fund Program, June, 2013.

Motion to approve for payment vouchers #4128 through #4129, Capital Fund Program, was made by Commissioner Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #6: Report of Executive Director

Mr. Matthews read his report for those present. He mentioned how important it is to award a contract for window replacement tonight so that the project money is obligated before the deadline.

Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting the HATB Annual Budget and Capital Budget (FY 2013/2014)

Motion to adopt the HATB Annual Budget and Capital Budget (FY 2013/2014) was made by Commissioner Schick and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye."

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing execution of contract for Administrative Legal Services for period of July 1, 2013 through June 30, 2014.

Motion authorizing the execution of contract for Administrative Legal Services to the firm of Brady & Kunz, PC, of Toms River, New Jersey for the period of July 1, 2013 through June 30, 2014 was made by Commissioner Kiesche. Commissioner Scaturro seconded the motion. Upon roll call, all Commissioners voted "Aye".

Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing execution of contract for Fee Account services for the period July 1, 2013 through June 30, 2014.

Motion authorizing the execution of contract for Fee Account Services to Thomas Furlong, of Morganville, New Jersey for the period July 1, 2013 through June 30, 2014 was made by Commissioner Scaturro and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for the Conway & Fried Parking Lot Repaving Project to C.J. Hesse Inc.

Motion to award a contract for the Conway and David Fried Parking Lot Repaving Project to C.J. Hesse Inc., in the amount of \$178,780.00 was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick rejecting all bids and authorizing the receipt of new bids for the replacement of windows at the David Fried Complex.

Mr. Brady said he reviewed all the bids that were received and the apparent low bidder submitted a bid without consent of surety, the second low bidder did not comply with the Authority's bid specifications, therefore it is his recommendation that the Board reject all bids and re-bid the project. Mr. Matthews added that it is very important that this contract be awarded tonight, so we don't lose our capital money. There was a lengthy conversation regarding the time frame needed to re-bid this project. Chairman Hayes said he agrees with the Attorneys recommendation. Motion to reject all bids received and rebid for this project was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #12: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing write-off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.

Motion to authorize write-off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority was made by Commissioner Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #13: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #14: Committee Reports

A. Building and Grounds Committee

Ms. Nicholson read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Commissioner Scaturro read the Budget and Finance report and the comparison report for those present.

Item #15: Tenant Comments.

None

Item #16: Report of Attorney.

Mr. Brady thanked the Board for reappointing the Brady & Kunz Firm for another year.

Item #17: New Business

Chairman Hayes reviewed with the Board future Board dates for the upcoming year. A resolution would be drafted and presented at the next Board meeting, along with committee assignments and seating arrangements.

Item #18: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:30PM.



Anthony Matthews
Secretary/Assistant Executive Director