

HOUSING AUTHORITY OF THE TOWNSHIP OF HADDON

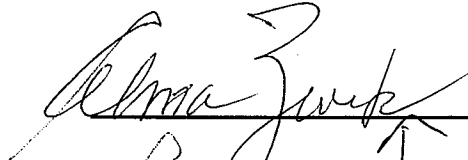
RESOLUTION 2016-03 (03/23/2016)

(Meeting changed from 3/16/2016 and duly advertised)

WHEREAS, the Board of the Housing Authority of the Township of Haddon acting within its Authority and Obligation moves to approve invoice payments of \$128,943.01 and payroll payments of \$15,122.42 including related payroll taxes and pension payment, for a total of \$144,065.43 both of which have been paid since the last Board meeting of **FEBRUARY, 2016**. Details of these amounts are included in the Meeting Reports for the March, 2016 meeting and filed accordingly.

SIGNATURES:

Alma Zwick, Chairperson

  
\_\_\_\_\_

Rosa Tanzi, Vice-Chairperson

  
\_\_\_\_\_

Mary Berko

  
\_\_\_\_\_


Frank Jackson

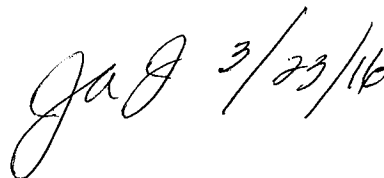
  
\_\_\_\_\_

Brian Seltzer

  
\_\_\_\_\_

Louis Cernava

  
\_\_\_\_\_

  
gag 3/23/16

**"RESOLUTION"**  
**APPOINTING RISK MANAGEMENT CONSULTANT**  
**FROM**  
**JANUARY 1, 2016 THROUGH DECEMBER 31, 2018**  
**NEW JERSEY PUBLIC HOUSING AUTHORITIES**  
**MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Governing Body of **Haddon Township Housing Authority** is a member of the **NEW JERSEY PUBLIC HOUSING AUTHORITIES Municipal Joint Insurance Fund**, a self insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each authority appoint a **RISK MANAGEMENT CONSULTANT** to perform various professional services as detailed in the Bylaws and;

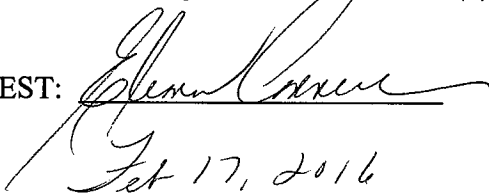
WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the authorities assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

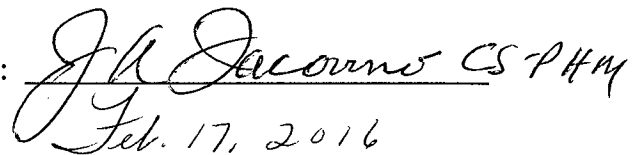
WHEREAS, NJSА 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of the **Housing Authority of Haddon Township** does hereby appoint **Hardenbergh Insurance Group** as its Risk Management Consultant effective January 1, 2016 in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSА 40A:11-5 (1), (a), (i).

ATTEST:   
Feb 17, 2016

AUTHORITY:  CS PHM  
Feb. 17, 2016

**RISK MANAGEMENT CONSULTANT AGREEMENT**  
**NEW JERSEY PUBLIC HOUSING AUTHORITIES**  
**MUNICIPAL JOINT INSURANCE FUND**

**THIS AGREEMENT** entered into this 17<sup>th</sup> February day of ~~January~~, **2016**, between the **Haddon Township Housing Authority** (hereinafter referred to as **AUTHORITY**) and **Hardenbergh Insurance Group** (hereinafter referred to as the **CONSULTANT**).

**WHEREAS**, the **CONSULTANT** has offered to the **AUTHORITY** professional risk management consulting services as required in the bylaws of the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds, and;

**WHEREAS**, the **AUTHORITY** desires these professional services pursuant to the resolution adopted by the governing body of the **AUTHORITY** at a meeting held on Feb. 17, 2016 2016 and;

**NOW, THEREFORE**, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

- I. For and in consideration of the amount stated hereinafter, the **CONSULTANT** shall:
  - a) Assist the **AUTHORITY** in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
  - b) Assist the **AUTHORITY** in understanding the various coverages available from the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
  - c) Review with the **AUTHORITY** any additional coverages that the **CONSULTANT** feels should be carried but are not available from the **FUND** and subject to the **AUTHORITY**'s authorization, place such coverages outside the **FUND**.
  - d) Assist the **AUTHORITY** in the preparation of applications, statements of values, and similar documents requested by the **FUND**, it being understood that this Agreement does not include any appraisal work by the **CONSULTANT**.
  - e) Review Certificates of Insurance from contractors, vendors and professionals when requested by the **AUTHORITY**.
  - f) Review the **AUTHORITY**'s assessment as prepared by the **FUND** and assist the **AUTHORITY** in the preparation of its annual insurance budget.
  - g) Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one

(1) municipal safety committee meeting per annum to promote the safety objectives and goals of the AUTHORITY and the FUND.

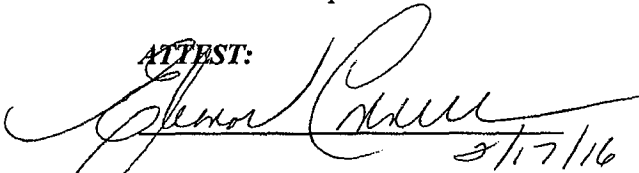
- h) Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT's involvement does not include the work normally done by a public adjuster.
- i) Perform any other risk management related services required by the FUND's bylaws.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

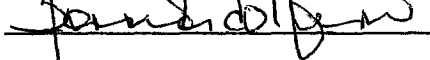
- a) The AUTHORITY authorizes the FUND to pay its CONSULTANT compensation for services rendered, an amount equal to six percent (6%) of the AUTHORITY's annual assessment as promulgated by the FUNDS. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the AUTHORITY's assessment.
- b) For any insurance coverages authorized by the AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).
- c) If the AUTHORITY shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the AUTHORITY a fee at the rate of \$0.00 per hour, in addition to actual expenses incurred.

3. The term of this Agreement shall be three (3) years. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT's fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:

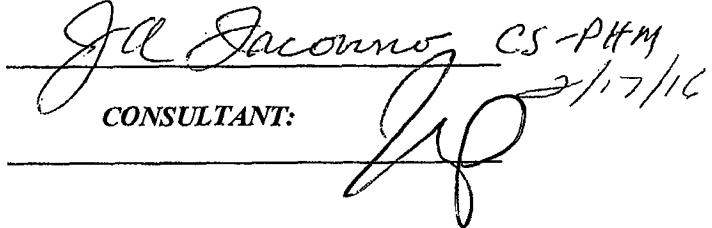
  
2/17/16

ATTEST:




Date: 2/22/16

AUTHORITY:

 CS-PHM  
2/17/16

CONSULTANT:



**THE HADDON TOWNSHIP HOUSING AUTHORITY –**

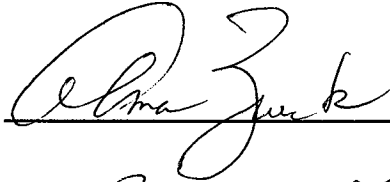
**MEETING HELD ON FEBRUARY 17, 2016**

**APPOINTING RISK MANAGEMENT CONSULTANT:**

**HARDENBERGH INSURANCE GROUP – JANUARY 1, 2016 THROUGH  
DECEMBER 31, 2018**

**APPROVED WITH SIGNATURES:**

**Alma Zwick, Chairperson**

  
\_\_\_\_\_

**Rosa Tanzi, Vice-Chairperson**

  
\_\_\_\_\_

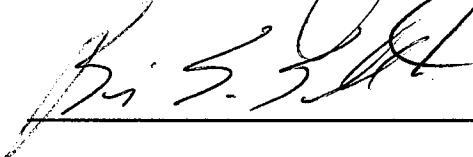
**Mary Berko**

  
\_\_\_\_\_

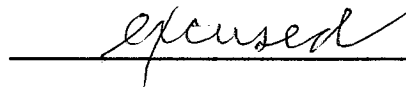
**Frank Jackson**

  
\_\_\_\_\_

**Brian Seltzer**

  
\_\_\_\_\_

**Louis Cernava, Tenant Representative**

  
\_\_\_\_\_

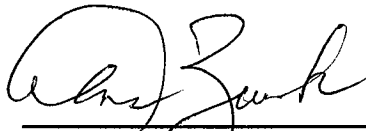
HOUSING AUTHORITY OF THE TOWNSHIP OF HADDON

RESOLUTION 2016-02 (02/17/2016)

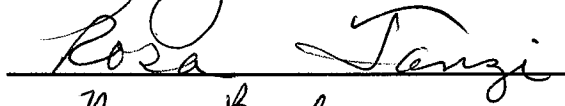
WHEREAS, the Board of the Housing Authority of the Township of Haddon acting within its Authority and Obligation moves to approve invoice payments of \$99,881.00 and payroll payments of \$12,457.27 including related payroll taxes and pension payment, for a total of \$112,338.27 both of which have been paid since the last Board meeting of **JANUARY, 2016**. Details of these amounts are included in the Meeting Reports for the February, 2016 meeting and filed accordingly.

SIGNATURES:

Alma Zwick, Chairperson



Rosa Tanzi, Vice-Chairperson



Mary Berko



Frank Jackson



Brian Seltzer



Louis Cernava



  
JAD  
2/17/16

HOUSING AUTHORITY OF THE TOWNSHIP OF HADDON

RESOLUTION 2016-01 (01/20/2016)

WHEREAS, the Board of the Housing Authority of the Township of Haddon acting within its Authority and Obligation moves to approve invoice payments of \$76,091.53 and payroll payments of \$14,799.67 including related payroll taxes and pension payment, for a total of \$90,891.20 both of which have been paid since the last Board meeting of **December, 2015**. Details of all amounts are included in the Meeting Reports for tonight's meeting and filed accordingly.

SIGNATURES:

Alma Zwick, Chairperson

Alma Zwick

Brian Seltzer, Vice-Chairperson

Excused

Mary Berko

Mary Berko

Frank Jackson

Frank Jackson

Rosa Tanzi

Rosa Tanzi

Louis Cernava

Absent

*JAD*

Please Note -  
Meeting was held on Tuesday, 1/19/16  
and duly advertised

HOUSING AUTHORITY OF THE TOWNSHIP OF HADDON

RESOLUTION 2015/10-21-1

WHEREAS, the Board of the Housing Authority of the Township of Haddon acting within its Authority and Obligation moves to approve invoice payments of \$40,688.22 and payroll payments of \$15,376.40 including related payroll taxes and pension payment, for a total of \$56,064.62 both of which have been paid since the last Board meeting of **September, 2015**. Details of all amounts are included in the Meeting Reports for tonight's meeting and filed accordingly.

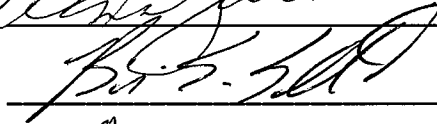
SIGNATURES:

Alma Zwick, Chairperson



---

Brian Seltzer, Vice-Chairperson



---

Mary Berko



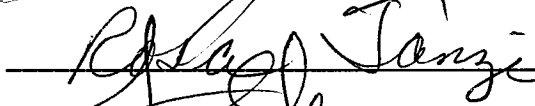
---

Frank Jackson



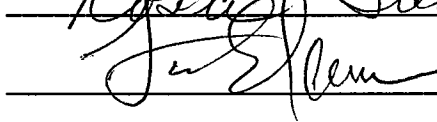
---

Rosa Tanzi



---

Louis Cernava



---

JA  
10/21/15



THE HADDON TOWNSHIP HOUSING AUTHORITY

RESOLUTION 2015-10/21-2 TO ADOPT NOTICE OF TORT CLAIM FORM

A RESOLUTION OF THE Housing Authority OF THE Township of Haddon ADOPTING A FORM REQUIRED TO BE USED FOR THE FILING OF NOTICES OF TORT CLAIMS AGAINST the Haddon Twp. Housing Authority IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT N.J.S.A. 59:8-6.

WHEREAS, the New Jersey Tort Claims Act, N.J.S.A. 59: 8-6, provides that a public entity may adopt a form to be completed by claimants seeking to file a Notice of Tort Claim against the public entity; and

WHEREAS, the Haddon Township Housing Authority is a public entity covered by the provisions of the New Jersey Tort Claims Act; and,

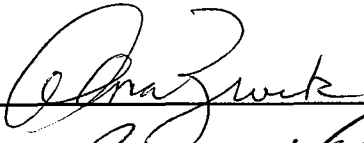
WHEREAS, the Haddon Township Housing Authority deems it advisable, necessary and in the public interest to adopt a Notice of Tort Claim form in the form attached hereto and made a part hereof.

NOW THEREFORE BE IT RESOLVED, by the Housing Authority of the Township of Haddon assembled in public session the 21<sup>st</sup> day of October, 2015, that the attached Notice of Tort Claim form be and hereby is adopted as the official Notice of Tort Claim form for the Haddon Township Housing Authority and,

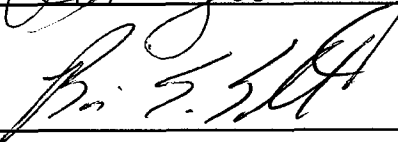
BE IT FURTHER RESOLVED, that all persons making claims against the Haddon Township Housing Authority, pursuant to the New Jersey Tort Claims Act, N.J.S.A. 59: 8-1 et. seq., be required to complete the form herein adopted as a condition of compliance with the notice requirement of the New Jersey Tort Claims Act.

**APPROVED WITH SIGNATURES:**

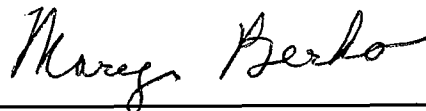
**Alma Zwick, Chairperson**

  
\_\_\_\_\_

**Brian Seltzer, Vice-Chairperson**

  
\_\_\_\_\_


**Mary Berko**

  
\_\_\_\_\_

**Frank Jackson**

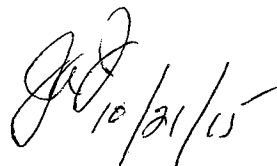
  
\_\_\_\_\_

**Rosa Tanzi**

  
\_\_\_\_\_

**Louis Cernava**

  
\_\_\_\_\_

  
10/21/15

THE HADDON TOWNSHIP HOUSING AUTHORITY

AWARD CONTRACT RESOLUTION

PARKING LOT IMPROVEMENTS

RESOLUTION 2015/ 10/21-3

APPROVED WITH SIGNATURES:

ALMA ZWICK, CHAIRPERSON


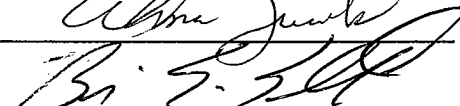
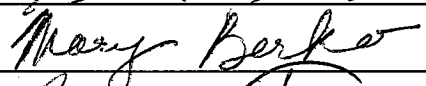


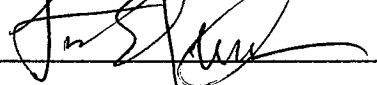
BRIAN SELTZER, VICE-CHAIRPERSON

MARY BERKO

ROSA TANZI

FRANKLIN JACKSON IV

LOUIS CERNAVA

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

HADDON TOWNSHIP HOUSING AUTHORITY

AWARDING CONTRACT RESOLUTION

RESOLUTION NO. 2015/10-21-3

WHEREAS, the Haddon Township Housing Authority has advertised for and received bids for the purpose of the Parking Lot Improvements at Rohrer Towers 1 located at 25 Wynnewood Avenue in the Township of Haddon, Camden County, New Jersey; and

WHEREAS, the low bid of \$243,883.20 (total combined amount of \$152,841.70 - Base Bid and \$91,041.50 - Alternate No. 1) was received from Command Company, Inc. of Egg Harbor City, New Jersey; and

NOW, THEREFORE BE IT RESOLVED, by the Haddon Township Housing Authority that a contract in the total combined amount of \$243,883.20 (\$152,841.70 - Base Bid and \$91,041.50 - Alternate No. 1) for the Parking Lot Improvements at Rohrer Towers 1 located at 25 Wynnewood Avenue in the Township of Haddon, Camden County, New Jersey is hereby awarded to Command Company, Inc. of Egg Harbor City, New Jersey, conditional upon the following:

1. Review and approval of the bid documents and bidding procedures by the Authority Solicitor.
2. Certification of the allocation of sufficient funds by the Authority Financial Officer.
3. That the Contractor has read and endorsed the Acknowledgement Form and will comply with all requirements of HUD Form-5370 (1/2014);
4. All other conditions determined to be necessary by the Authority; and
5. This Resolution hereby authorizes the Haddon Township Housing Authority to endorse the Contract document.

APPROVED BY:

Date: 10/21/15 See Attached

Date: 10/21/15 JA Jacorno

THE HADDON TOWNSHIP HOUSING AUTHORITY

RESOLUTION FOR APPROVAL – NOVEMBER 18, 2015

RESOLUTION 2015-11/18-2

Whereas, the Board of the Housing Authority of the Township of Haddon, New Jersey acting within its Authority and Obligation hereby certifies that all Members of the Board of Commissioners are in compliance with the Mandated Training Requirements of the State of New Jersey in order to serve as a Board of Commissioner of the Haddon Township Housing Authority. Attached to this Resolution, please find the terms of Appointments for each Commissioner as signed by the Executive Director, Joseph Iacovino of the Haddon Township Housing Authority, with his Certification as well.

THIS IS TO CERTIFY THAT THIS IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF COMMISSIONERS OF THE HADDON TOWNSHIP HOUSING AUTHORITY AT A MEETING HELD ON WEDNESDAY, NOVEMBER 18, 2015.

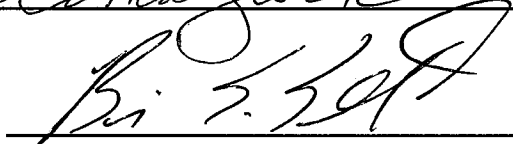
**APPROVED WITH SIGNATURES:**

**Alma Zwick, Chairperson**



---

**Brian Seltzer, Vice-Chairperson**



---

**Mary Berko**



---

**Frank Jackson**



---

**Rosa Tanzi**



---

**Louis Cernava**



---

*Jad 11/18/15*

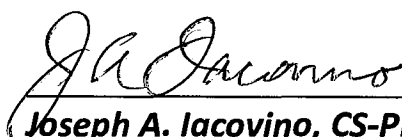
*The Haddon Township Housing Authority is a Board of seven Commissioners, all Appointed by the Governing Body of the Township of Haddon, NJ (Mayor and two Commissioners). Still awaiting the Governor's appointee to the Board.*

- ALMA ZWICK – (Chairperson)            TERM EXPIRES – 12/31/2019**
- BRIAN SELTZER–(Vice-Chairperson) TERM EXPIRES – 12/31/2017**
- FRANKLIN JACKSON IV -                    TERM EXPIRES – 12/31/2018**
- MARY BERKO -                                TERM EXPIRES – 12/31/2016**
- ROSA TANZI –                                 TERM EXPIRES – 12/31/2020**
- LOU CERNAVA – TENANT MEMBER – TERM EXPIRES – 12/31/2017**

~~~~~

**I hereby certify that all of the above Commissioners are in compliance With the Mandated Training Requirements in order to serve as a Board of Commissioner for The Haddon Township Housing Authority.**

**I am also in compliance with all Training Requirements as the Executive Director of the Haddon Township Housing Authority.**

  
**Joseph A. Iacovino, CS-PHM**  
**Executive Director**

November 18, 2015

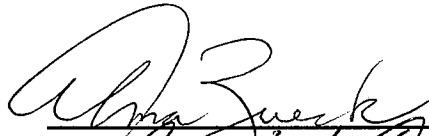
HOUSING AUTHORITY OF THE TOWNSHIP OF HADDON

RESOLUTION 2015/11-18

WHEREAS, the Board of the Housing Authority of the Township of Haddon acting within its Authority and Obligation moves to approve invoice payments of \$40,294.55 and payroll payments of \$16,075.47 including related payroll taxes and pension payment, for a total of \$56,370.00 both of which have been paid since the last Board meeting of **October, 2015**. Details of all amounts are included in the Meeting Reports for tonight's meeting and filed accordingly.

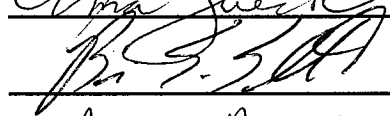
SIGNATURES:

Alma Zwick, Chairperson



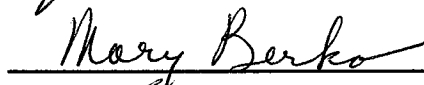
---

Brian Seltzer, Vice-Chairperson



---

Mary Berko



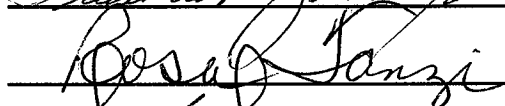
---

Frank Jackson




---

Rosa Tanzi



---

Louis Cernava



---

*Jad*  
11/18/15

HOUSING AUTHORITY OF THE TOWNSHIP OF HADDON


RESOLUTION 2015/

12-16-15

WHEREAS, the Board of the Housing Authority of the Township of Haddon acting within its Authority and Obligation moves to approve invoice payments of \$28,837.86 and payroll payments of \$12,413.04 including related payroll taxes and pension payment, for a total of \$41,250.90 both of which have been paid since the last Board meeting of **November, 2015**. Details of all amounts are included in the Meeting Reports for tonight's meeting and filed accordingly.

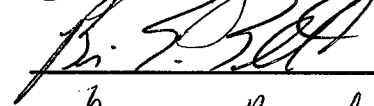
SIGNATURES:

Alma Zwick, Chairperson




---

Brian Seltzer, Vice-Chairperson



---

Mary Berko



---

Frank Jackson



---

Rosa Tanzi



---

Louis Cernava



---

THE HADDON TOWNSHIP HOUSING AUTHORITY

RESOLUTION FOR APPROVAL – DECEMBER 16, 2015

RESOLUTION NUMBER 2015-12/16-2

WHEREAS, the Haddon Township Housing Authority is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

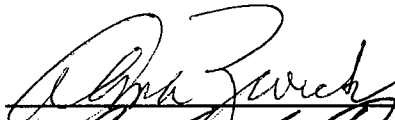
WHEREAS, the bylaws of said Fund require that each member of the Housing Authority Appoint a FUND COMMISSIONER to represent and serve the Authority as its Representative To said Fund; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Haddon Township Housing Authority does hereby appoint JOSEPH IACOVINO, EXECUTIVE DIRECTOR, CS-PHM As its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2016.

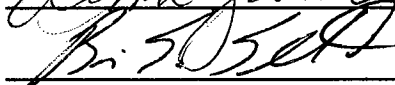
I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF COMMISSIONERS OF THE HADDON TOWNSHIP HOUSING AUTHORITY AT A MEETING HELD ON DECEMBER 16, 2015.

APPROVED WITH SIGNATURES:

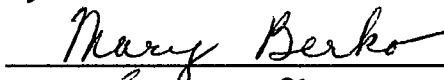
Alma Zwick, Chairperson

  
\_\_\_\_\_

Brian Seltzer, Vice-Chairperson

  
\_\_\_\_\_

Mary Berko

  
\_\_\_\_\_

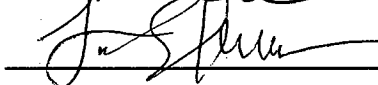
Frank Jackson

  
\_\_\_\_\_

Rosa Tanzi

  
\_\_\_\_\_

Louis Cernava

  
\_\_\_\_\_