

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON MARCH 20, 2019
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

Chairperson Alma Zwick opened tonight's meeting at 7:00 p.m.

Roll call was taken by our Executive Director, Joseph Iacovino. In attendance were Chairperson Alma Zwick, Vice-Chairperson Doug Wallace, Rosa Tanzi, Mary Berko, Sharon Smith, with Brian Seltzer excused. Manager Patsy Coyne was also in attendance.

Chairperson Zwick entertained a motion on the minutes from the January 16th meeting. Rosa made a motion to approve with Doug seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. (There was no meeting in February due to inclement weather.)

The E.D. welcomed Sharon Smith, our newly appointed commissioner to the Board. Sharon repeated the oath of office and signed same. The Board members also welcomed Sharon to our Board.

The Vice-Chairperson, Doug Wallace assisted Alma this evening with running the meeting. Doug entertained a motion on the unpaid bills/payroll as outlined in the Accountant's report. Rosa made a motion to approve the unpaid bills and payroll amounts, totaling \$65,613.81, with Mary seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. The approved Resolution with the payroll figures and unpaid bill totals was circulated and signed by all members present and filed accordingly. Doug also reviewed the additional accountant's reports with the board. The E.D. asked Patsy to summarize the duties of our accountant, Thomas Furlong. She gave them a short summary of the work Tom does for our office and how helpful he always is to both she and Ellie. The Board asked how long Tom has been our accountant, and she indicated around four years. The Board also agreed that Tom goes above and beyond to explain the items outlined in his report.

The Board inquired about the broken interior door. Alma mentioned that she was present in the office when the representative from the Glass Doctor of Camden County was in the office and he said it would be about a month for delivery.

The E.D. as well as Chairperson Zwick thanked both managers for their very good work in running the building; the E.D. remarked how helpful our previous Maintenance Supt. Mark Stevens has also been in stopping at the office and being available to offer help and advice to our new Maintenance men, John and Pete.

Before each board member and to update Sharon, there was an impressive list of all of the improvements made to our building over the last almost 20 years. We also received a grant of \$200,000 several years ago to assist in some of these improvements.

After learning that our new board member, Sharon, is a CFO for Toms River, N.J., the E.D. mentioned that she may be able to assist on working on our next budget.

There was then general discussion about the ongoing lawsuit with Mr. Kiggins concerning upcoming depositions. The board also discussed the upcoming April 25th court date with regard to his unpaid rent and monetary compensation for the front interior door he was responsible for breaking. Sharon asked how much rent he owes. Patsy replied around \$5,000.00.

With no other business before the board, Chairperson Zwick entertained a motion to adjourn. Rosa made the motion, with Brian seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Joseph Iacovino, Executive Director

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON APRIL 17, 2019
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

In the absence of Chairperson Alma Zwick, Vice-Chairperson Doug Wallace opened tonight's meeting at 7:00 p.m.

Roll call was taken by our Executive Director, Joseph Iacovino. In attendance were Vice-Chairperson Doug Wallace, Mary Berko, Sharon Smith, and Brian Seltzer. Excused were Chairperson Alma Zwick and Rosa Tanzi.

Vice-Chairperson Wallace entertained a motion on the minutes from the March 20th meeting. Sharon made a motion to approve with Brian seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.

Vice-Chairperson Wallace entertained a motion on the unpaid bills/payroll as outlined in the Accountant's report. Mary made a motion to approve the unpaid bills and payroll amounts, totaling \$78,445.89 with Sharon seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. The approved Resolution with the payroll figures and unpaid bill totals was circulated and signed by all members present and filed accordingly.

Vice-Chairperson Wallace then asked the Board to review the reports; Mary noted that the Executive Director's report indicated the upcoming audit. She said that we should consider various proposals from other Accounting Firms for our audit next year. This was discussed and the E.D. did say that our present firm, Holman/Frenia/Allison has done good work but going out for proposals is something we will take care of.

There was general discussion about both ongoing lawsuits with regard to Mr. Kiggins. The board also discussed the upcoming April 25th court date with regard to his unpaid rent and monetary compensation for the front interior door he was responsible for breaking. The E.D. stated that he, Patsy and Ellie will most likely be attending this court session.

With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. Brian made the motion, with Sharon seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned around 7:35 pm.

Respectfully submitted,

Joseph Iacovino, Executive Director

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON MAY 15, 2019
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

The meeting was called to order at 7:10 p.m. by Chairperson Alma Zwick.

Roll call was taken by our Executive Director, Joseph Iacovino. In attendance were Chairperson Alma Zwick, Vice-Chairperson Doug Wallace, Mary Berko, Sharon Smith, and Brian Seltzer. Excused was Rosa Tanzi.

Chairperson Zwick entertained a motion on the minutes from the April 17th meeting. Mary made a motion to approve with Doug seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.

The E.D. explained to the Board that Wm. Kiggins has been officially evicted from Rohrer Towers I. This took place on Thursday, May 9, 2019 by the Constable's office. He has a short period of time to appeal the eviction through the court system and pay his delinquent rent. The E.D. explained that we are in a waiting period at this point to see what happens.

The E.D. noted that we received a nice thank you note from Malvern Retreat House for our donation on behalf of our Engineer Greg Fusco's father who passed away recently.

He also noted that our recent cement work done around the property; including our driveway, sidewalks, and some curbing was a very thorough job. The company was excellent about cleaning up and making sure all was in order before they finished the work. The E.D. noted that the driveway cannot be driven on for at least three weeks to make sure the cement is completely set.

The E.D. noted that Managers Patsy and Ellie are diligent in checking on our residents and also contacting their emergency contacts when they are in need of assistance, whether medically or help with their apartments. They also visit residents when they can if they are in the hospital, rehabilitation center, or an assisted living facility.

Vice-Chairperson Wallace entertained a motion on the unpaid bills/payroll as outlined in the Accountant's report. Alma made a motion to approve the unpaid bills and payroll amounts, totaling \$113,056.18 with Brian seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. The approved Resolution with the payroll figures and unpaid bill totals was circulated and signed by all members present and filed accordingly.

The Board also discussed having a get-together for our residents; perhaps a pizza party or a barbecue. A discussion ensued to have something for the residents very soon.

With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. Alma made the motion, with Mary seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned around 7:40 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ja Iacovino". The signature is written in black ink and is positioned above the printed name.

Joseph Iacovino, Executive Director

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON JUNE 19, 2019
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

The meeting was called to order at 7:00 p.m. by Chairperson Alma Zwick.

Roll call was taken by our Executive Director, Joseph Iacovino. In attendance were Chairperson Alma Zwick, Vice-Chairperson Doug Wallace, Rosa Tanzi, Mary Berko, Sharon Smith, and Brian Seltzer.

Chairperson Zwick entertained a motion on the minutes from the May 15, 2019 meeting. Doug made a motion to approve with Rosa seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.

Vice-Chairperson Wallace entertained a motion on the unpaid bills/payroll as outlined in the Accountant's report. The E.D. noted that the JIF premium (\$17,334.50) and Audit cost (\$12,000) increased our monthly unpaid bill total for this month. Rosa made a motion to approve the unpaid bills and payroll amounts, totaling \$79,904.99 with Mary seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. The approved Resolution with the payroll figures and unpaid bill totals was circulated and signed by all members present and filed accordingly.

The E.D. noted that the staff held a pizza party for the residents on Thursday, June 13th. The residents enjoyed pizza, beverages, and dessert. We provided music for them as well. Those who attended really enjoyed themselves, and it was a nice way to have new residents meet each other. Alma noted that she was glad to hear of this get-together and would like to see us hold occasional parties in our community room for the residents. The annual Christmas party was discussed and usually is a very nice catered event with the residents paying a nominal fee to attend.

The E.D. explained to the Board that the Managers recently met with a new Landlord/Tenant attorney who came highly recommended by other Housing Authorities. He noted we have not been happy with the current firm we are using. He said he would have the managers forward the Board the information about the proposed new Attorney.

With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. Rosa made the motion, with Alma seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned around 7:35 p.m.

*Respectfully submitted,
Joseph Iacovino, Executive Director*

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON JULY 17, 2019
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY
****THERE WAS NO MEETING IN AUGUST WHICH WAS DULY ADVERTISED.****

The meeting was called to order at 7:00 p.m. by Chairperson Alma Zwick.

Roll call was taken by our Executive Director, Joseph Iacovino. In attendance were Chairperson Alma Zwick, Vice-Chairperson Doug Wallace, Rosa Tanzi, Mary Berko, and Brian Seltzer. Sharon Smith was excused. Also in attendance was Dana Montanelli, Audit Supervisor for Holman Frenia Allison, P.C. Patsy Coyne and Ellie Connell were also in attendance.

Chairperson Zwick entertained a motion on the minutes from the June 19, 2019 meeting. Doug made a motion to approve with Rosa seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.

Chairperson Zwick then asked Dana to review the 2018 Haddon Township Housing Authority Audit for the Board of Commissioners. Dana noted that it was a clean audit and the Haddon Township Housing Authority is in a Healthy Position. Their audit team found no discrepancies and received the complete cooperation of the Executive Director and the staff while conducting the audit. At this point, Dana explained, they are still awaiting the State post-employment benefit numbers to completely finalize the audit. Those figures, she noted, should be forthcoming very soon. With no other comments or questions, Chairperson Zwick thanked Dana for the review. The approval of the audit, once completely finalized, will take place at the next meeting of the Housing Authority with the resolution for same being signed and all paperwork filed accordingly. Dana also thanked the Board for entertaining the audit review this evening.

Vice-Chairperson Wallace entertained a motion on the unpaid bills/payroll as outlined in the Accountant's report. A motion was made and seconded to approve the unpaid bills and payroll amounts, totaling \$42,618.78. All members present voted in the affirmative, none opposed. Motion is carried. The approved Resolution with the payroll figures and unpaid bill totals was circulated and signed by all members present and filed accordingly.

The Board also reviewed the Executive Director's and Office Reports.

With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. Doug made the motion, with Rosa seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned approx. 7:45 p.m.

*Respectfully submitted,
Joseph Iacovino, Executive Director*