

**MINUTES OF THE HADDON TOWNSHIP**  
**HOUSING AUTHORITY FOR MEETING HELD ON DECEMBER 18, 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, Brian Seltzer and Sharon Smith. Mary Berko and Rosa Tanzi were excused. Also in attendance were Patsy Coyne and Ellie Connell, Managers.*

*Chairperson Zwick entertained a motion on the minutes from the October 16, 2019 meeting. Doug made a motion to approve with Brian seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. There were no minutes for November to approve as the meeting was cancelled.*

*(Vice Chairperson Doug Wallace then took over the meeting for Chairperson Zwick.) The first Resolution to be approved this evening was the Adoption of the 2020 budget. The E.D. took a roll call vote with all members of the Board voting in the affirmative to adopt the budget, none opposed. The Resolution was signed by the Executive Director with the vote recorded. Vice Chairperson Wallace then entertained a motion on the next Resolution, naming our E.D. as Fund Commissioner for 2020 of the Joint Insurance Fund. Chairperson Zwick made a motion to approve with Doug seconding the motion. All members present voted in the affirmative, none opposed. The resolution was circulated and signed by all members. Motion is carried.*

*The next order of business was the review of the unpaid bills/payroll as outlined in the Accountant's report. With no discussion, Vice Chairperson Wallace entertained a motion to approve same. A motion was made by Brian and seconded by Sharon to approve the unpaid bills and payroll amounts, totaling \$48,808.90. 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. It was discussed how enjoyable the Christmas Party was for the residents, held on December 12<sup>th</sup>. The caterer and entertainment were both very good. The office report noted 99% occupancy which is excellent.*

*With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. A motion was made and seconded to adjourn. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned at 7:20 p.m.*

*Respectfully submitted,*

*Joseph Iacovino, Executive Director*

**MINUTES OF THE HADDON TOWNSHIP**  
**HOUSING AUTHORITY FOR MEETING HELD ON DECEMBER 18, 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, Brian Seltzer and Sharon Smith. Mary Berko and Rosa Tanzi were excused. Also in attendance were Patsy Coyne and Ellie Connell, Managers.*

*Chairperson Zwick entertained a motion on the minutes from the October 16, 2019 meeting. Doug made a motion to approve with Brian seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. There were no minutes for November to approve as the meeting was cancelled.*

*(Vice Chairperson Doug Wallace then took over the meeting for Chairperson Zwick.) The first Resolution to be approved this evening was the Adoption of the 2020 budget. The E.D. took a roll call vote with all members of the Board voting in the affirmative to adopt the budget, none opposed. The Resolution was signed by the Executive Director with the vote recorded. Vice Chairperson Wallace then entertained a motion on the next Resolution, naming our E.D. as Fund Commissioner for 2020 of the Joint Insurance Fund. Chairperson Zwick made a motion to approve with Doug seconding the motion. All members present voted in the affirmative, none opposed. The resolution was circulated and signed by all members. Motion is carried.*

*The next order of business was the review of the unpaid bills/payroll as outlined in the Accountant's report. With no discussion, Vice Chairperson Wallace entertained a motion to approve same. A motion was made by Brian and seconded by Sharon to approve the unpaid bills and payroll amounts, totaling \$48,808.90. 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. It was discussed how enjoyable the Christmas Party was for the residents, held on December 12<sup>th</sup>. The caterer and entertainment were both very good. The office report noted 99% occupancy which is excellent.*

*With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. A motion was made and seconded to adjourn. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned at 7:20 p.m.*

*Respectfully submitted,*

*Joseph Iacovino, Executive Director*

**MINUTES OF THE HADDON TOWNSHIP**  
**HOUSING AUTHORITY FOR MEETING HELD ON FEBRUARY 19, 2020**  
**AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY**  
**(There was no meeting held in January, 2020)**

*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 Douglas Wallace, Brian Seltzer, Mary Berko and Sharon Smith. Rosa Tanzi was excused. Also in attendance was Patsy Coyne, Manager.*

*Chairperson Zwick entertained a motion on the minutes from the December 18, 2019 meeting. Doug made a motion to approve with Mary seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.*

*(Vice Chairperson Doug Wallace then took over the meeting for Chairperson Zwick.) The first order of business was the Reorganization of the Housing Authority Board of Commissioners for Calendar year 2020. With no others nominated for each position, it was announced that the positions would remain the same as in 2019. Alma Zwick will continue as Chairperson; Doug Wallace as Vice-Chairperson and Joseph Iacovino, Executive Director, will remain as Secretary of the Board. All members present voted in the affirmative of these positions, with no persons opposed. Motion carried.*

*The next order of business was the review of the unpaid bills/payroll as outlined in the Accountant's report. With no discussion, Vice Chairperson Wallace entertained a motion to approve same. A motion was made by Brian and seconded by Sharon to approve the unpaid bills and payroll amounts, totaling \$65,081.06. 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 regard to the Executive Director's report, a question came up as to the current interest rate we are receiving on both our Operating and Escrow Accounts with 1<sup>st</sup> Colonial Bank. Patsy replied that she will find out the most current rate and email the Board with that information tomorrow. With regard to the Office Report, the Board inquired about the Fire Dept. scheduled to talk to our residents on March 6<sup>th</sup> about important Fire Safety requirements for our high-rise building. John Young from the Fire Dept. is scheduled to conduct the session. It will be most informative for our residents; especially for those who have recently moved into Rohrer Towers I.*

*The E.D. noted that in accordance with our current five-year plan, we are looking into pointing the brickwork of our Building or perhaps having it sprayed instead to protect the bricks. We will be in touch with our Engineer Greg Fusco and find out which method is more effective as well as cost saving.*

*The E.D. noted that over the past several years, we have made many important improvements to the Building. At this time, there is not much left to be done.*

*It was discussed that we are planning a Spring get-together in June for the residents. We will have a light menu and entertainment.*

*With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. A motion was made and seconded to adjourn. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned at 7:22 p.m.*

*Respectfully submitted,*

*Joseph Iacovino, Executive Director*

**MINUTES OF THE HADDON TOWNSHIP**  
**HOUSING AUTHORITY FOR MEETING HELD ON OCTOBER 21, 2020**  
**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 Chairperson Alma Zwick. In attendance were Chairperson Alma Zwick, Vice-Chairperson Douglas Wallace, Brian Seltzer, Rosa Tanzi and Sharon Smith. Joseph Iacovino, Executive Director and Mary Berko were both excused. Also in attendance were Thomas Furlong, Accountant; Patsy Coyne and Ellie Connell, Managers.*

*Due to the Corona Virus, there has been no meeting held in the office since February, 2020 and there were no minutes to approve this evening.*

*Tom Furlong reviewed the 2021 Budget which had previously been sent to all Board members via email. This gave each Board member a chance to review the Budget before tonight's meeting. Tom also told the Board that he had reviewed the Budget figures with the Executive Director. He noted that the Haddon Township Housing Authority is financially doing well, with healthy surpluses noted. Tom also spoke on the unfunded pension liability which has been on-going with regard to our budget. He noted a 30% increase in the collected rents over the past year which amounts to an approximate \$18,000.00 gain in revenue.*

*With no further comments or questions with regard to the Budget, Chairperson Zwick entertained a motion to approve the 2021 Budget. Brian made a motion to approve, with Rosa seconding the motion. All members present voted in the affirmative, no persons opposed. Motion is carried. The recorded vote was indicated on the Resolution and filed accordingly. Adoption of the 2021 Budget will take place at the December 16, 2020 meeting.*

*The Board thanked Tom Furlong for attending tonight's meeting and reviewing the 2021 Budget with the Board.*

*The Managers then excused themselves from the meeting as the next agenda item was the discussion of the employee salary increases for 2021. After discussion, it was explained that the salary increases would be tabled until the November 18, 2020 meeting.*

*The next order of business was the review of the unpaid bills/payroll as outlined in the Accountant's report. With no discussion, Vice Chairperson Wallace entertained a motion to approve same. A motion was made by Rosa and seconded by Alma to approve the unpaid bills and payroll amounts, totaling \$54,643.15. 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.*

*Also reviewed were both the Executive Director's report and the Office Report.*

*With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. A motion was made by Rosa and seconded by Alma. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned at 8:30 p.m.*

*Respectfully submitted,  
Joseph Iacovino, Exec. Director*

**MINUTES OF THE HADDON TOWNSHIP**  
**HOUSING AUTHORITY FOR MEETING HELD ON NOVEMBER 18, 2020**  
**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 Chairperson Alma Zwick. In attendance were Chairperson Alma Zwick, Vice-Chairperson Douglas Wallace, Brian Seltzer, Rosa Tanzi and Sharon Smith. Joseph Iacovino, Executive Director and Mary Berko were both excused. Also in attendance were Patsy Coyne and Ellie Connell, Managers.*

*Chairperson Zwick entertained a motion on the minutes from meeting held on October 21, 2020. Brian made a motion to approve with Rosa seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.*

*Rosa asked a question about the cost of the Secure Surveillance Bill listed on the Bill list for approval this evening. She asked if that is a monthly cost. Patsy explained that this is not a monthly cost; it was the invoice for the installation of additional cameras on four floors of our building and an additional camera at the front doors. Additional cameras will be installed four floors at a time, until the entire building is completed.*

*Doug then asked about the status of upgrading the existing generator for the building. Ellie explained that the Engineer we hired to coordinate this work is coming out this week with an Electrical Engineer to assess the current situation. She explained that because having two outlets installed in all of the apartments to operate in case of a power outage would be very costly as the Engineer stated, the best solution is to upgrade to a larger generator that can power the Community Room (to provide Air Conditioning in the summer) and Kitchen, as well as possibly having one outlet in every hallway that will work. Also, we want to make sure we provide heat and water to each apartment in case of a power outage which would be an important part of the upgrade.*

*Chairperson Zwick then entertained a motion on the next agenda item which is the annual Holiday bonus for each employee and is one week's salary. Doug made a motion to approve with Sharon seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.*

*The next order of business was the review of the unpaid bills/payroll as outlined in the Accountant's report. With no discussion, Vice Chairperson Wallace entertained a motion to approve same. A motion was made by Rosa and seconded by Sharon to approve the unpaid bills and payroll amounts, totaling \$81,576.23. 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.*

*Also reviewed were both the Executive Director's report and the Office Report.*

*At 7:15 p.m., Kevin Frenia, a Principle at the Firm of Holt, McNally & Associates, Accounting firm had a Zoom meeting with the Board to review the 2019 Audit. He did a general review of same and each Board member had a copy of the audit before them. Mr. Frenia explained to the board that the audit indicated The Haddon Township Housing Authority is financially sound with everything in good order. He did note, as Tom Furlong noted with the new budget, the unfunded pension liability*

*which has been on-going. The Board and staff thanked Mr. Frenia for speaking to the Board at tonight's meeting. There were no questions from the Board. Following Mr. Frenia's brief review, the Board signed the Audit Review Certificate which certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the Annual Audit report for the fiscal year ended December 31, 2019. The Resolution was also reviewed and signed at tonight's meeting and filed accordingly.*

*The Managers then excused themselves from the meeting as the next agenda item was the discussion of the employee salary increases for 2021.*

*With no other business before the board, a motion was entertained to adjourn. A motion was made by Rosa and seconded by Sharon. All members present voted in the affirmative, none opposed. Motion is carried.*

*Respectfully submitted,  
Joseph Iacovino, Exec. Director*