

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON DECEMBER 21, 2016
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

Chairperson Alma Zwick opened tonight's meeting at 7:00 p.m. In attendance: Executive Director Joe Iacovino, Chairperson Alma Zwick, Rosa Tanzi, Vice-Chairperson, Mary Berko, and Sr. Anne Lillis. Excused were Frank Jackson and Brian Seltzer. The E.D. and the Board welcomed the new member of the Board of Commissioners, Douglas Wallace.

The E.D. administered the Oath of Office to Doug Wallace.

For the first order of business, Chairperson Zwick entertained a motion on the minutes from last month's meeting held on November 16, 2016. Rosa made the motion to approve, with Sr. Anne seconding the motion. All members in attendance voted in the affirmative with no members opposed. Motion is carried.

The E.D. read a very gracious note from the staff thanking the Board for the Christmas Luncheon and for doing all they can to make Rohrer Towers a very nice place for our residents to reside.

Chairperson Zwick entertained a motion to adopt the 2017 Budget. Mary made the motion with Rosa seconding same. A roll call vote was taken with all members present voting in the affirmative, none opposed. Motion is carried.

The E.D. briefly explained that the yearly subsidy we receive is based on the rents that are paid by our residents.

Chairperson Zwick entertained a motion to appoint the E.D., Joseph Iacovino, as the Fund Commissioner of our Joint Insurance Fund for calendar year 2017. A motion was made and seconded to approve this appointment. All members present voted in the affirmative, no members opposed. A resolution was circulated with members signing same.

The E.D. noted that we had our Christmas party for our residents last Thursday, December 15th and it was very enjoyable. The food, prepared by Summit Caterers was very nicely prepared and served. The Disc Jockey Frank Staff was very entertaining and everyone enjoyed the visit by Santa Claus.

Chairperson Zwick then reviewed the financial statements with the Board as prepared by Tom Furlong and included in tonight's meeting packet. The unpaid bill report was also before the board. Chairperson Zwick entertained a motion on the unpaid bills, totaling \$53,274.18. A motion was made by Rosa to approve, with motion seconded by Mary. A roll call vote was taken with all members present voting in the affirmative, none opposed. Motion is carried. The approved resolution with the payroll figures and unpaid bill totals was circulated and signed by those members present this evening.

Also reviewed by the Board were the Executive Director and Manager Reports as well as the Engineer's Report which outlined the status of pending projects for the Housing Authority. The E.D. noted that we pay no Banking Fees at 1st Colonial Bank as we maintain a healthy balance month to month.

The E.D. explained that in the New Year, we have approximately \$17,000 to spend on upgrading our Family Room from our capital budget and five year plan. He noted that we are in the process of getting prices for painting, new carpeting and new round tables and chairs. So far the price for these items are within budget. The E.D. noted that there is a leak by one of the large windows in the family room that must be addressed before painting can begin.

With no other business before the board, Chairperson Zwick entertained a motion to adjourn. Rosa made a motion to adjourn with Sr. Anne seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Tonight's meeting adjourned at approximately 7:35 p.m.

Respectfully submitted,

Joe Iacovino, Executive Director

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON JANUARY 18, 2017
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

Chairperson Alma Zwick opened tonight's meeting at 7:00 p.m. In attendance: Executive Director Joe Iacovino, Chairperson Alma Zwick, Rosa Tanzi, Vice-Chairperson, Mary Berko, and Sr. Anne Lillis. Excused were Frank Jackson and Brian Seltzer. Patsy Coyne, Manager was also present. Also present, Doug Wallace.

For the first order of business, Chairperson Zwick entertained a motion on the minutes from last month's meeting held on December 21, 2016. Rosa made the motion to approve, with Doug seconding the motion. All members in attendance voted in the affirmative with no members opposed. Motion is carried.

The Reorganization for Calendar Year 2017 was next on the agenda. Our Chairperson Alma Zwick indicated that she would like to remain in this position, pending approval this evening. Rosa made the motion to approve Alma as Chairperson for 2017 with Doug seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. The next nomination was for the Vice-Chairperson for 2017. Doug made a motion to approve Rosa as Vice-Chairperson for 2017. Alma seconded the motion. All members present voted in the affirmative, none opposed. Motion is carried. The last nomination was for the Secretary to the Board. Rosa made the motion to approve Joe Iacovino as Secretary for 2017. Mary seconded the motion. All members present voted in the affirmative, none opposed. Motion is carried.

With regard to old business, Mary asked what is happening with Mr. Kiggins as he has recently received letters "To Cease" from our attorney for various offenses. These dates are being monitored by our Attorney, Mr. Nathanson.

The E.D. noted that we have to continue to keep good records of Mr. Kiggins' actions that are offensive. Doug offered some very good advice to the board that documentation is very important; including noting any resident(s) that are present when an incident with him occurs, and documenting all pertinent information. He said to please notify him at any time if we have any questions when any of these incidents occur. Both the E.D. and Patsy said that he continues to hang in the lobby and peer in the office windows. He is not abiding by any of the past court rules. Sr. Anne noted that Mr. Kiggins and resident John Mertz continue to fight with each other and Joe said he has tried to calm John down with regard to Mr. Kiggins on various occasions.

Mary questioned the amount indicated in the Accountant's report with regard to the interest income. Patsy explained that this interest was for the entire year of 2016 and not just the month of January 2017. The E.D. said that his monthly report indicates the monthly interest for our accounts at 1st Colonial Bank. Mary also asked what "other income" designates. Patsy said that it would be monies received from our laundromat company, a JIF refund, extra front door keys purchased from the office, etc.

Chairperson Zwick then reviewed the financial statements with the Board as prepared by Tom Furlong and included in tonight's meeting packet. The unpaid bill report was also before the board. Chairperson Zwick entertained a motion on the unpaid bills, totaling \$73,983.42. A motion was made by Rosa to approve, with motion seconded by Sr. Anne. A roll call vote was taken with all members present voting in the affirmative, none opposed. Motion is carried. The approved resolution with the payroll figures and unpaid bill totals was circulated and signed by those members present this evening.

Also reviewed by the Board were the Executive Director and Manager Reports as well as the Engineer's Report (as read by the E.D.) This outlines the status of pending projects for the Housing Authority. With regard to the E.D.'s report, Joe said that the accountant noted we should be receiving approximately \$250,000 in subsidies for 2017.

Alma asked if there was any further business. The E.D. noted that as soon as the first snowflake falls, Mr. Kiggins calls the police about our snow removal. So frustrating.

With no other business before the board, Chairperson Zwick entertained a motion to adjourn. Rosa made a motion to adjourn with Doug seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Tonight's meeting adjourned at approximately 7:29 p.m.

Respectfully submitted,

Joe Iacovino, Executive Director

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON FEBRUARY 15, 2017
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

Chairperson Alma Zwick opened tonight's meeting at 7:00 p.m. In attendance: Executive Director Joe Iacovino, Chairperson Alma Zwick, Vice-Chairperson Rosa Tanzi, Mary Berko, Brian Seltzer, Doug Wallace, and new Tenant Rep. Lee Rossell. Excused was Frank Jackson. Also present was Patsy Coyne, Manager.

For the first order of business, Chairperson Zwick entertained a motion on the minutes from last month's meeting held on January 18, 2017. Rosa made the motion to approve, with Mary seconding the motion. All members in attendance voted in the affirmative with no members opposed. Motion is carried.

Chairperson Zwick introduced the new Tenant Representative Leroy Rossell to the Board of Commissioners. He was appointed to the unexpired term of Sr. Anne Lillis. The E.D. proceeded to read him the "Oath of Office" which he repeated as a new member of the Board and then signed. Everyone welcomed him.

Chairperson Zwick then reviewed the financial statements with the Board as prepared by Tom Furlong and included in tonight's meeting packet. The unpaid bill report was also before the board. The E.D. explained that the unpaid bills are higher than usual as we are paying the yearly P.I.L.O.T. (Payment in lieu of taxes) to the Township. Chairperson Zwick entertained a motion on the unpaid bills, totaling \$79,661.23. A motion was made by Rosa to approve, with motion seconded by Brian. A roll call vote was taken with all members present voting in the affirmative, none opposed. Motion is carried. The approved resolution with the payroll figures and unpaid bill totals was circulated and signed by those members present this evening.

Also reviewed by the Board were the Executive Director and Manager Reports. This outlines the status of pending projects for the Housing Authority. With regard to the E.D.'s report, the E.D. said that the new domestic water pumps have been ordered and should be in sometime next week. He also mentioned the St. Patrick's Day party to be held on Friday, March 17th. Doug asked about the leak that has been a problem around the large windows of the family room. Chairperson Zwick suggested we call a handyman to repair the leak. The E.D. said he would look into this. Mary asked how long do we pay the P.I.L.O.T. tax? The E.D. replied that he believes it is about 20 to 25 years.

With regard to the Managers' report, the Cooling Credit was explained by Chairperson Zwick to the Board and offers reimbursement to those qualifying for their Air Conditioning costs. Mary asked why Verizon has been coming to our building several times lately. Patsy explained that the representative has been coming out and meeting with interested residents in our Community Room to talk with them about signing up for Verizon Fios, now being offered as an alternative to Comcast. They have offered some very good sign-up deals for our residents.

The E.D. read a very nice thank you note from Sr. Anne and he also thanked the Board and Staff for the beautiful plant he received as he recovered from his hand surgery.

The E.D. then told the Board that Mr. Kiggins had attached a threatening note to his February Rent check which was very disturbing to both Ellie and Patsy. This was sent to our Attorney, Mr. Nathanson. With this serious incident, as well as others lately, a "Notice to Quit" was sent to Mr. Kiggins, asking him to vacate by March 20, 2017. If not, a County Court date will be issued.

With no other business before the board, Chairperson Zwick entertained a motion to adjourn. Brian made a motion to adjourn with Doug seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Tonight's meeting adjourned at approximately 7:27 p.m.

Respectfully submitted,

Joe Iacovino, Executive Director