

Housing Authority of the City of Cape May

REGULAR MEETING

November 17, 2014

At 4:00 PM, Chairperson Thomas G. Hynes **Called to Order** the November 17, 2014 Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Cape May. The meeting was held in the Conference Room of the Housing Authority located at 639 Lafayette Street, Cape May, NJ 08204. **Roll Call** was taken and the following Commissioners were present:

Chairperson Thomas G. Hynes
Vice-Chairperson Patricia M. Swain
Commissioner Jean Capilli
Commissioner Frank Acker
Commissioner Tony Williams

Commissioner Thomas White was not present for this meeting.

Commissioner-Designee, Dr. Keith Lafferty, was present for this meeting.

The following individuals were also present: Carol Hackenberg, Executive Director, Joseph Culligan, Site Manager, Charles W. Gabage, Esquire, and Solicitor from the firm of Eisenstat, Gabage & Furman, Linda Avena, Avena CPA's and Maryellen Francke.

Chairperson Hynes noted that there were no members of the public present at the meeting.

Chairperson Hynes read the "**Statement of Compliance – Sunshine Law**" and led the Pledge of Allegiance.

Following the roll call of Commissioners, Chairperson Hynes declared there was a quorum present.

Chairperson Hynes called for a Motion to accept the October 20, 2014 Regular Meeting Minutes and the Executive Session Minutes.

Commissioner Tony Williams made the Motion, seconded by Vice-Chairperson Patricia Swain, to accept the October 20, 2014 Regular Meeting Minutes and the Executive Session Minutes.

The following vote was taken to approve the October 20, 2014 Regular Meeting Minutes and the Executive Session Minutes.

Chairperson Thomas G. Hynes	(Yes)
Vice Chairperson Patricia M. Swain	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Tony Williams	(Yes)

ACCOUNTANT’S REPORT:

The Accountant’s Report – The Board reviewed the 1-month Financial Report as submitted by the Accountant. The bottom line for the first month ending October 31, 2014 shows a loss of \$1,014.00.

Ms. Avena noted that the reason for the loss was Water/Sewer Quarterly payment. The Authority had to draw down Funds to pay this bill last month but it still shows a loss on the monthly expense for that line item. Also, there were several large expenditures for Maintenance such as \$2,131.00 for refrigerators/stoves and \$3,600.00 tree trimming.

COMMITTEE REPORTS:

There were no committee reports.

a. Executive Administrative Report

Ms. Hackenberg reported the following:

Broad Street Parking Lot – Security Upgrades:

The Authority is reviewing other avenues for the Security System upgrades because of the decision to cancel the gated entrance on Broad Street Court. The savings resulting from the revision were applied to other outside repairs such as building foundation, retaining walls, rain gutters & sewer caps.

Investments: The C.D. and Money Market Investment schedule is as follows:

MONEY MARKET

TOTAL

\$325,453.13

Money Market (Sturdy Bank)

TOTAL

\$325,453.13

The E.D. did explore other banking options regarding C.D. rates. Cape Bank is offering a 2-year CD rate of 1.2%. Chairman Hynes asked suggested contacting PNC Bank who is advertising a Money Market rate of 1.0%. After some discussion it was agreed that the Authority would invest the money as follows:

1. \$100,000.00 in the Cape Bank 2-year CD @ 1.2%
2. \$100,000.00 in the PNC Money Market @ 1.0% (ED to confirm it is insured)
3. \$125,453.13 in Sturdy Bank

Chairperson Thomas G. Hynes called for a motion to invest the money as stated; Commissioner Tony Williams made the motion; seconded by Vice-Chairperson Patricia Swain, following a Roll Call the motion was approved by the Board.

Energy Savings:

The ED reported that on October 29, 014 the Authority participated in an energy auction. The Authority has entered into a 2-year contract with “major energy”/”respond power” at the fixed rate of \$0.072 per KWh with 7% Sales and Use Tax included. On the same date the Board, via a phone vote, authorized the ED to enter into the Agreement.

The Board will be asked to approve the resolution for this Agreement.

Commissioners:

The ED reported that the Authority is still awaiting a response from the Governor’s office concerning the appointment of Dr. Lafferty to the Board of Commissioners. Dr. Lafferty had reported in September he has once again contacted Senator Van Drew who has resubmitted Dr. Lafferty’s paperwork to the Governor’s Office in an attempt to get the appointment approved. Dr. Lafferty asked the Board if they felt he should withdraw his application. Chairperson Thomas G. Hynes asked that he not do that the Authority would try again to get the Governor’s Office to respond to their request to appoint Dr. Lafferty to the Board. Attorney Gabage offered his assistance to try and get the matter resolved by contacting someone in the Governor’s Office.

Commissioner Acker will attend his final Commissioner training session on December 6, 2014 to be held at the Rutgers campus in Brunswick, NJ.

Miscellaneous:

1. Once again the Church of the Advent will be providing holiday Acme Gift Certificates to all tenants.
2. The Authority has been notified that the REAC Inspection will be conducted on January 22 & 23, 2015.
3. On November 5, 2014, a grievance hearing was held with a tenant who has been sent an eviction notice. The Hearing Officer has recommended that the Authority not proceed with the eviction but monitor the tenant for the next six months.
4. A Mediation Session concerning the tenant “harassment” charges was scheduled for Thursday, November 13, 2014 but due to the complainant’s unavailability it has been rescheduled for December 15, 2014 at 2:00p.m. due to the November 13th unavailability of the other party.

Resolutions:

#2014-47– A Resolution Approving Monthly Expenses:

Chairperson Thomas G. Hynes called for a Motion to approve the monthly expenses. Vice-Chairperson Patricia Swain made a Motion approve the resolution, seconded by Commissioner Frank Acker. The following vote was taken:

Chairperson Thomas G. Hynes	(Yes)
Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Tony Williams	(Yes)

#2014-48 – A Resolution To Enter Executive Session:

Chairman Thomas G. Hynes indicated there was no need to enter an Executive Session.

#2014-49 – A Resolution Approving “major energy” Services

Chairperson Hynes called for a Motion to approve the resolution. Vice-Chairperson Patricia M. Swain made a Motion to approve the resolution, seconded by Commissioner Frank Acker. The following vote was taken:

Chairperson Thomas G. Hynes	(Yes)
Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Tony Williams	(Yes)

Chairperson Hynes asked if there as any further business to conduct.

There being no further business before the Board, at 4:30p.m. Chairperson Hynes called for a Motion to **adjourn the meeting**. Vice-Chairperson Patricia Swain made the Motion; seconded by Commissioner Frank Acker and the following vote was taken:

Chairperson Thomas G. Hynes	(Yes)
Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Tony Williams	(Yes)

Respectfully submitted,

Carol Hackenberg
EXECUTIVE DIRECTOR