

# Housing Authority of the City of Cape May

## REGULAR MEETING

**April 20, 2015**

At 4:00 PM, Vice-Chairperson Patricia M. Swain **Called to Order** the April 20, 2015 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:

Vice-Chairperson Patricia M. Swain  
Commissioner Jean Capilli  
Commissioner Tony Williams  
Commissioner Thomas White

Chairperson Thomas G. Hynes and Commissioner Frank Acker were 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, Linda Avena, from Avena CPA's. Charles W. Gabage, Solicitor from the firm of Eisenstat, Gabage & Furman participated in the meeting via a telephone conference call.

Vice-Chairperson Patricia M. Swain noted that there were no members of the public present at the meeting.

Vice-Chairperson Patricia M. Swain read the "**Statement of Compliance – Sunshine Law**" and led the Pledge of Allegiance.

Following the roll call of Commissioners, Vice-Chairperson Patricia M. Swain declared there was a quorum present.

Vice-Chairperson Patricia M. Swain called for a Motion to accept the March 16, 2015 Regular Meeting and Executive Session Minutes.

Commissioner Thomas White made the Motion, seconded by Vice-Chairperson Patricia Swain, to accept the March 16, 2015 Regular Meeting and Executive Session Minutes.

The following vote was taken to approve the March 16, 2015 Regular Meeting and Executive Session Minutes.

Vice Chairperson Patricia M. Swain	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Tony Williams	(Yes)
Commissioner Thomas White	(Abstain)

### **ACCOUNTANT'S REPORT:**

The Accountant's Report – The Board reviewed the 6-month Financial Report as submitted by the Accountant. The bottom line for the six months ending March 31, 2015 shows a profit of \$2,871.

### **COMMITTEE REPORTS:**

There were no committee reports.

#### **a. Executive Administrative Report**

Ms. Hackenberg reported the following:

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

**MONEY MARKET**

**TOTAL**

\$280,453.13

Money Market (Sturdy Bank)

**TOTAL** **\$280,453.13**

On April 1, 2015 the Authority drew down \$25,000.00 to cover the March electric bill, since the Operating Subsidy drawdown was delayed due to the Sturdy/Sun Bank merger.

**Energy Savings:**

The energy savings for this month was calculated at 11%, and it is also estimated that the average total energy savings for the year will be 12%.

**OPRA REQUEST:**

The second attorney involved with an OPRA Request has agreed to resolve the matter; he has agreed to accept \$1,750.00 in legal fees, as a result of Charlie Gabage's negotiating with him to reduce the fee.

**VACANT UNIT:**

The Authority will be making the necessary arrangements to begin renting out Unit #15 Lafayette Court which had been used for the Senior Resident Council, pending the Board's final decision.

The Board had agreed this proposal of renting out Unit #15 Lafayette Court was a good idea to generate additional income.

**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. Commissioner Thomas G. Hynes has written additional correspondence to the Governor's Office in an effort to get this matter resolved.

Commissioner Acker had to cancel his attendance at the Commissioner training session that was held December 6, 2014 at the Rutgers campus in Brunswick, NJ. The E.D. has rescheduled attendance for June 13th, Skills for Commissioners Course.

**JIF INSURANCE COVERAGE:**

In response to the recent correspondence from the JIF (Joint Insurance Fund) concerning the Authority's deductible and potential liabilities Attorney Gabage suggested that the Authority explore other insurance options before the current policy expires.

**Miscellaneous:**

1. The Church of the Advent again distributed Easter gift certificates to all residents.
2. The Senior Resident Council and the Broad Street Resident Council election for nominations to the Board(s) will be held on May 5, 2015.
3. The Authority has advertised the availability of the 5-year plan for the period October 1, 2015 to September 30, 2020. The open public review commences May 15, 2015 and goes through June 18, 2015. The Public Hearing date is July 2, 2015 at 10:00a.m.
4. Law Suit – in accordance with Attorney Gabage's letter dated April 2, 2015 the Authority will have a combined potential liability of \$30,000.00.
5. Home Depot Grant – the grant request was denied.

6. The Authority was informed of the passing of Jack Lord's wife, Judy Lord, on April 6, 2015. Mr. Lord is a retired Commissioner on the Board for the Cape May Housing Authority.

**Resolutions:**

**#2015-09 – A Resolution Approving Monthly Expenses**

Vice-Chairperson Patricia M. Swain called for a Motion to approve the resolution. Commissioner Thomas White made a Motion to approve the resolution, seconded by Commissioner Tony Williams. The following vote was taken:

Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Tony Williams	(Yes)
Commissioner Thomas White	(Yes)

**#2015-10 – A Resolution Approving Executive Session**

No Executive Session was required for this meeting.

There being no further business before the Board, at 4:35p.m. Vice-Chairperson Patricia M. Swain called for a Motion to **adjourn the meeting**. Commissioner White made the Motion; seconded by Vice-Chairperson Patricia M. Swain and the following vote was taken:

Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Tony Williams	(Yes)
Commissioner Thomas White	(Yes)

Respectfully submitted,

Carol Hackenberg  
EXECUTIVE DIRECTOR