

Housing Authority of the City of Cape May

REGULAR MEETING

October 17, 2016

At 4:00 PM, Chairperson Thomas G. Hynes **Called to Order** the October 17, 2016 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 Thomas White (via telephone)
Commissioner Frank Acker
Commissioner Diane Hutchinson
Commissioner Dr. Keith Lafferty
Commissioner Patricia Hodgetts

The following individuals were also present: Carol Hackenberg, Executive Director, Joseph Culligan, Site Manager, Charles W. Gabage, Solicitor from the firm of Eisenstat, Gabage & Furman, Linda Avena, Dan Avena & Heidi Burke from Avena CPAs. Chairperson Thomas G. Hynes noted that there were no members of the public present at the meeting.

Chairperson Thomas G. Hynes read the “**Statement of Compliance – Sunshine Law**” and led the Pledge of Allegiance.

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

Attorney Gabage swore in the new Resident Commissioner, Patricia Hodgetts.

Chairperson Thomas G. Hynes called for a Motion to accept the September 19, 2016 Regular Meeting Minutes and Executive Session Minutes.

Commissioner Diane Hutchinson made the Motion, seconded by Vice Chairperson Patricia M. Swain to accept the September 19, 2016, Regular Meeting Minutes and Executive Session Minutes.

The following vote was taken to approve the September 19, 2016 Regular Meeting Minutes and Executive Session Minutes.

Chairperson Thomas G. Hynes	(Yes)
Vice Chairperson Patricia M. Swain	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Thomas White	(Yes)
Commissioner Diane Hutchinson	(Yes)
Commissioner Dr. Laffety	(Yes)
Commissioner Patricia Hodgetts	(Abstain)

ACCOUNTANT’S REPORT:

The Accountant’s Report – The Board reviewed the 12-month Financial Report as submitted by the Accountant. The bottom line for the twelve months ending September 30, 2016 showed a profit of \$5,577.

COMMITTEE REPORTS:

There were no committee reports.

a. Executive Administrative Report

Ms. Hackenberg reported the following:

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

MONEY MARKET

TOTAL

\$281,591.08

Money Market (Sturdy Bank)

TOTAL **\$281,591.98**

Energy Savings:

The energy savings for this month was approximately \$2,476.51 or 23.28%

SECURITY CAMERAS:

The Site Manager has contacted COMCAST to make arrangements to set up a new security router in City Hall for the Housing Authority cameras to be up and running again.

COMCAST has completed all of the work for connecting the cameras; the MTS Company will need to complete the necessary programming of the router.

The Authority is awaiting MTS to complete the necessary wiring to get the Cameras working.

EMEX ENERGY SAVINGS CONTRACT:

This contract expires in late November, 2016. The Authority is in the process of setting up an auction to secure a short-term contract for an energy provider.

ED CAR LEASE:

The Authority has entered into an agreement with Kindle Auto for a new 3-year lease agreement for 2016 Jeep Compass, limit 12,000 miles per year; the Authority put down \$2,500.00 and the monthly payment is \$240.00.

SOLAR ENERGY:

National Energy Partners, LLC has submitted a Binding Power Purchase Agreement Memorandum of Understanding for the Board’s approval. The Board has put the matter on until further information is obtained from National Energy Partners.

JCP&L:

The JCP&L Company will be conducting further soil samples on Osborne Court. The Authority has submitted a letter to HUD, the Residents of Osborne Court and the Housing Authority Employees.

SOCIAL SECURITY INCREASE:

The Social Security Administration has announced a 0.3% increase beginning in January 2017; the Authority does not anticipate a significant rental increase over the next year.

RAD:

The Executive Director updated the Board on the RAD Program. RAD is Rental Assistance Demonstration Program which is a new way of meeting the large and growing capital improvement needs of the nation’s aging public housing as well as to preserve projects funded under HUD’s “legacy”. A study conducted by Econometrica Inc. provides evidence that the program is on track to accomplish its primary goal of attracting substantial new capital to stabilize the physical and financial conditions of public housing properties and is more geared for larger PHA’s.

The goal is to have properties “convert” their assistance to long-term, project based Section 8 contracts. RAD allows public housing agencies to leverage public and private debt and equity in order to reinvest in the public housing stock. Residents continue to pay 30% of their income towards the rent; RAD maintains the public stewardship of the property. The RAD program is cost-neutral and does not increase HUD’s budget. However there are some reports that indicate this may not be the best option for small Housing Authorities.

Miscellaneous:

1. The Maintenance Staff will be completing the Annual Inspection of units this month.
2. JCP&L is again hosting a meeting at the Cape May Elementary School on October 26, 2016 from 6 to 8PM to discuss their progress on the Lafayette Site. The E.D. plans to attend.
3. The Authority is soliciting quotes for snow removal services, on an “as-needed” basis for the upcoming winter season.

Resolutions:

#2016-41 – A Resolution Approving Chrysler Capital (Car Lease) Expenses

Chairperson Thomas G. 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 Diane Hutchinson	(Yes)
Commissioner Dr. Lafferty	(Yes)
Commissioner Thomas White	(Yes)
Commissioner Patricia Hodgetts	(Yes)

#2016-42 – A Resolution Approving September Monthly Expenses

Chairperson Thomas G. 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 Diane Hutchinson	(Yes)
Commissioner Dr. Lafferty	(Yes)
Commissioner Thomas White	(Yes)
Commissioner Patricia Hodgetts	(Yes)

#2016-43– A Resolution Approving Executive-Informal Discussion Session

Chairperson Thomas G. 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 Diane Hutchinson	(Yes)
Commissioner Dr. Lafferty	(Yes)
Commissioner Thomas White	(Yes)
Commissioner Patricia Hodgetts	(Yes)

At 4:35P.M. Chairperson Hynes suspended the regular meeting and the Board entered into an Executive Informal Discussion Session to discuss additional items.

At 4:45P.M. the regular meeting was reconvened.

There being no further business before the Board, at 4:45PM Chairperson Thomas G. Hynes called for a Motion to **adjourn the meeting**. Commissioner Frank Acker made the Motion; seconded by Commissioner Diane Hutchison and the following vote was taken:

Chairperson Thomas G. Hynes	(Yes)
Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Dr. Lafferty	(Yes)
Commissioner Thomas White	(Yes)
Commissioner Diane Hutchinson	(Yes)
Commissioner Patricia Hodgetts	(Yes)

Respectfully submitted,

Carol Hackenberg
EXECUTIVE DIRECTOR