

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SALEM
June 26, 2014

A regular meeting of the Salem Housing Authority Board of Commissioners was held on Thursday, June 26, 2014 at the Broadway Tower Community Room, 205 Seventh Street in Salem, New Jersey. The meeting convened at 5:04 p.m.

Betsy Loyle, Director of Operations, announced the Sunshine Law requirement had been met, properly posted and advertised. Allison Corson, Director of Administration, proceeded to call the roll at this time. Present were: Chairwoman Rebecca Gower Call, Commissioner John Thomas, and Commissioner Cathy Lanard. Commissioner Santos was absent for roll call but joined the meeting shortly thereafter. Commissioner Fields was absent. Also present was Solicitor Adam Telsey and City Liaison Horace Johnson.

Chairwoman Call asked for a motion to approve the May 22, 2014 minutes. Commissioner Lanard made the motion and Commissioner Thomas seconded. All present were in favor.

EXECUTIVE DIRECTORS REPORT

Betsy Loyle advised the SHA posted a positive consolidated net income in June 2014 of \$8,064 for both public housing and housing choice voucher. For the fiscal year-to-date it posted a positive \$68,099 in net income. For public housing alone, the SHA posted a positive net income of \$5,388. For fiscal year-to-date, it posted a positive \$59,345. Ms. Loyle advised our expenses were up in June. She specifically drew attention to the maintenance material expenses, explaining to those present that after completing the yearly inspection of the apartments, they found an overwhelming number of apartments in need of some type of rehabilitation. She advised the cost of materials will continue to rise as we attempt to get the apartments ready for REAC inspection. Executive Director Dice, Ms. Loyle and Mitch Moore will be meeting to prioritize work and expenses. Finally, expenses were only \$623 higher than budget in June.

OCCUPANCY

We continue to have the five offline units at Anderson Drive with the electrical problem. There are now three vacancies. We had a recent eviction and another tenant vacated an apartment without notice. Ms. Loyle advised the SHA is holding a pre-bid meeting on July 17th at 11:00 a.m. for electrical contractors to assess the problem at Anderson and prepare for bid submission.

ADMISSIONS AND CONTINUED OCCUPANCY POLICY

Betsy Loyle introduced Deborah Heinz. Ms. Heinz has been helping us prepare our newly revised Admissions and Continued Occupancy Plan and our Section 8 Admin Plan. Ms. Heinz told the board members about the resident meetings that were held while planning changes to these documents. There were no negative comments received from tenants, and therefore no negative comments to submit to HUD. We will be asking the board members to support these new documents with resolutions at the end of the meeting. Chairwoman Call thanked everyone for all the time and energy that was put into revising these documents.

Chairwoman Call asked if there was any old business.

Commissioner Lanard asked for an update on the camera situation. Heather Santoro advised we had recently received a PIH notice stating there was potential grant money for Emergency Safety. Heather submitted for the grant. The total award would be \$100,500. We should know something in the next couple of months. Commissioner Lanard also said she had walked through the apartment complexes and found three units missing storm doors. She asked if we could replace them. Ms. Loyle stated that more than half of the units with these doors installed won't pass REAC inspection. For REAC inspection purposes, if one unit has a storm door, all units must have a storm door. We must decide if we can afford to replace them all.

Chairwoman Call asked if there was any new business.

Ms. Joanne Forman of 94 Anderson Drive said her floor is caving in. She feels she is being threatened. She was told she has a bug problem and that she has cords lying around. She has a washer and dryer but doesn't use it. She put it upstairs. Ms. Forman received a "Cease Notice".

Chairwoman Call asked the proper procedure to follow if Ms. Forman does not agree with the Cease Notice. Ms. Loyle stated she must write and send her response to the housing authority.

Ms. Dewey in 92 Anderson Drive said Ms. Loyle and Ms. Mendibles came into her apartment carrying a stick. It was threatening. They tried to open her refrigerator. She does not believe this was an inspection – this was an illegal search.

Ms. Maldonado of 24 Anderson Drive stated she attended the resident meetings and found that most of the discussion surrounded around Housing Choice Voucher, not Public Housing. She asked Mr. Thomas if he would be visiting the complex. Mr. Thomas advised E.D. Dice told him not to come to East or West. Ms. Maldonado asked if the cameras were working in the area where the boy was recently killed. Solicitor Telsey said we could not comment on that issue.

Ms. Loyle was asked to explain what the "Flat Rent" increase meant. Ms. Loyle explained the HUD mandated increase in flat rents to those present.

Tenant Charlene Brown said she received a “cease notice” because she has a hole in her floor and never reported it. She said she did report it. There is mold in the tub and it leaks. Chairwoman Call advised she should submit a grievance report in writing.

The monthly payables were presented for approval at this time.

Resolution #26 -2014 Approving the Payment of Bills for June 2014

Roll Call Vote:

Motion: Commissioner Lanard

Second: Commissioner Thomas

Roll Call: Unanimous

Resolution #27-2014 Approving the Low Income 2015 Operating Budget

Roll Call Vote:

Motion: Commissioner Lanard

Second: Commissioner Thomas

Roll Call: Unanimous

Resolution #28-2014 Approving an Increase in Flat Rents

Roll Call Vote:

Motion: Commissioner Lanard

Second: Commissioner Thomas

Roll Call: Unanimous

Resolution #29-2014 Adopting a Complete Update of the Housing Choice Voucher Admin Plan

Roll Call Vote:

Motion: Commissioner Lanard

Second: Commissioner Thomas

Roll Call: Unanimous

Resolution #30-2014 Adopting a Complete Update of the Admin and Continued Occupancy Plan

Roll Call Vote:

Motion: Commissioner Lanard

Second: Commissioner Thomas

Roll Call: Unanimous


Resolution #31-2014

Approving a New Tenant Lease
Roll Call Vote:
Motion: Commissioner Lanard
Second: Commissioner Thomas
Roll Call: Unanimous

Resolution #32-2014

Resolution to Renew Membership in the New Jersey Joint
Insurance Fund
Roll Call Vote:
Motion: Commissioner Lanard
Second: Commissioner Thomas
Roll Call: Unanimous

At 6:25 p.m. Commissioner Santos made a motion to adjourn the meeting and Commissioner Thomas seconded. All present were in favor.



Paul F. Dice
Secretary/Treasurer

9/25/2014

Date