

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SALEM
August 23, 2018

A regular meeting of the Salem Housing Authority Board of Commissioners was held on Thursday, August 23, 2018 at the Broadway Tower Community Room, 205 Seventh Street in Salem, New Jersey. The meeting convened at 5:32 p.m.

Chairwoman Ferguson 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 Ferguson, Commissioner Cathy Lanard, Commissioner James Smith and Commissioner Matthew Hassler. Commissioner Gail Walker was absent. Also, in attendance was solicitor Adam Telsey and SHA employees.

Chairwoman Ferguson asked for a motion to approve the July 26, 2018 minutes. Commissioner Lanard made the motion and Commissioner Hassler seconded. All present were in favor.

FINANCIALS

Executive Director Dice reported the SHA had a month-to-date operating profit of \$20,585 and a year-to-date operating loss of \$15,142. He advised things are very tight and referred the Commissioners to his Executive Director report for further details. Overall, our accountant stated: "the SHA has incurred numerous large, non-budgeted expenses during the previous few months causing cash and expendable net assets to decrease. The SHA has spent a significant amount of cash from operations on fixed asset improvements. The SHA must make a strong effort to minimize controllable expenses in the upcoming months in order for the MENAR score to improve." Executive Director Dice said that because we've been spending from our reserve's, the financial ratio's have gone down.

RESIGNATION OF PROPERTY MANAGER

Executive Director Dice advised Krista Seran, the SHA new property manager has resigned. We are currently interviewing new candidates.

ANDERSON DRIVE ELECTRICAL PROBLEMS

Three bids were received from our publicized bid for electrical work at Anderson Drive. Executive Director Dice advised the bids ranged from \$116,000 - \$169,000. We were just informed our architect has reviewed all three bids and is recommending moving forward with the lowest bidder, MJF of Morrisville, PA.

ADOPTED STATE BUDGET

The approved Annual State Budget now needs to be formally adopted. Please see resolution.

RESOLUTIONS

Chairwoman Ferguson advised there were resolutions to approve:

Resolution #19-2018 Approving the Payment of Bills for the Month of August 2018

Roll Call Vote:

Motion: Commissioner Lanard

Second: Commissioner Hassler

Roll Call: Unanimous

Resolution #20-2018 Adopting the Budget Resolution for State of New Jersey for FYE
10/1/2018 – 9/30/2019

Roll Call Vote:

Motion: Commissioner Lanard

Second: Commissioner Smith

Roll Call: Unanimous

Resolution #21-2018 Authorizing the E.D. to Enter into a Contract for Electrical Upgrades at
the Anderson Drive Complex
FYE 10/1/2018 – 9/30/2019

Roll Call Vote:

Motion: Commissioner Lanard

Second: Commissioner Hassler

Roll Call: Unanimous

Chairwoman Ferguson asked if there was any old business.

Chairwoman Ferguson advised she saw a City Council member and told him we need additional Commissioners on the SHA Board. Commissioner Hassler announced that tonight's meeting would be his last since resigning last winter. Chairwoman Ferguson thanked him for all he has done for the SHA.

Additionally, Chairwoman Ferguson asked Solicitor Telsey if there is any conflict of interest should Commissioner Smith be elected to City Council. Solicitor Telsey does not believe there is any conflict.

Chairwoman Ferguson asked if there was any new business.

Commissioner Smith asked how long we anticipate the electrical work will take at Anderson Drive. Executive Director Dice said he believes it will take 45 days. They want to have it completed before winter.

Chairwoman Ferguson asked if there was any public comment. There was not.

At 5:54 p.m. Chairwoman Ferguson announced there will not be a meeting in September. The next meeting is scheduled for October 25, 2018. She then asked for a motion to adjourn the meeting. Commissioner Lanard made the motion and Commissioner Hassler seconded. All present were in favor.

Paul Dice
Secretary/Treasurer

Date