

**EXTRACTS FROM THE MINUTES OF THE  
REORGANIZATION AND REGULAR MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON TUESDAY JANUARY 13, 2015**

The reorganization meeting was convened and called to order and upon roll call those present and absent were as follows:

PRESENT

Sylvester Attardi  
Joseph Connors  
Paul Gulick  
Grace Hoffman-Spencer  
Edward O'Connor  
Saverio Sagliocco  
Lynn Ust

ABSENT

Also in attendance were Eric Chubenko, Acting Executive Director, Karen Holoway, Carteret Deputy Director, Lawrence Stratton, Director of Operations, William Katchen, CPA. Rae Anne Kukulski and Thomas E. Downs, IV, Esq. . At the reorganization meeting, the following items were discussed.

1. A motion was introduced by Paul Gulick to nominate Lawrence Stratton as Chairman Pro Term. The Motion was seconded by Joseph Connors . Approved 7-0.

2. A motion was introduced by Grace Hoffman-Spencer to nominate Sylvester Attardi as Chairman. The Motion was seconded by Edward O'Connor. There were no further nominations. Approved 7-0.

3. A motion was introduced by Sylvester Attardi to nominate Grace Hoffman-Spencer as Vice Chairman. The Motion was seconded by Paul Gulick. There were no further nomination. Approved 7-0.

4. Continuing with further business, a motion was made by Edward O'Connor to continue Amboy National Bank, and Provident Bank as the Authority's depositories.. The motion was seconded by Joseph Connors. Approved 7-0.

5. A motion was introduced by Edward O'Connor to name the Home News and Tribune and the Star- Ledger as official newspapers of the Authority. The motion was seconded by Sylvester Attardi. Approved 7-0.

6. A motion was introduced by Paul Gulick seconded by Sylvester Attardi to hold the meetings of the Authority at McCarthy Towers for the next year as follows:

JANUARY 13, 2015 (Tuesday)  
FEBRUARY 9, 2015  
MARCH 9, 2015  
APRIL 13, 2015  
MAY 11, 2015

JUNE 8, 2015  
JULY 13, 2015  
AUGUST 10, 2015  
SEPTEMBER 14, 2015  
OCTOBER 13, 2015 ( Tuesday)  
NOVEMBER 9, 2015  
DECEMBER 14, 2015  
JANUARY 12, 2016 (Tuesday) (Regular Meeting and Reorganization)

The Meeting shall commence at 5:00 PM, the business meeting shall be conducted first and regular meeting shall continue immediately thereafter. The motion was approved 7-0.

The Commissioners then continued with the regular business of the Authority.

7. The bills for January 2014 were discussed. A motion to pay the bills was made by Paul Gulick seconded by Sylvester Attardi. Vote 7-0

8. The Minutes of December 8, 2014 were discussed. A motion was made Paul Gulick to approve the minutes and seconded by Joseph Connors. Vote 4-0 . Grace Hoffman-Spencer, Saverio Sagliocco and Lynn Ust abstained.

9. No one from the public was present.

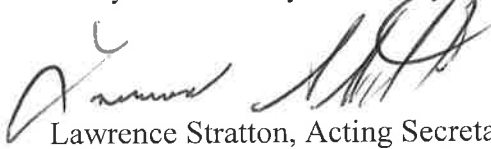
10. Mr. Chubenko advised the Commissioners that the Senior Citizens enjoyed the Christmas Party. He indicated that the staff is planning a Valentine's Day Party.

11. There being no further business on hand at this time, a motion to adjourn was made by Paul Gulick and seconded by Sylvester Attardi. Vote 7-0.

### CERTIFICATION

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a special meeting of the Board of Commissioners of the Authority duly called and held on January 13, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 13<sup>th</sup> day of January, 2015.

  
Lawrence Stratton, Acting Secretary  
of the Housing Authority of the City of South Amboy

**RESOLUTION NO. 1110  
ACKNOWLEDGE RECEIPT AND REVIEW  
OF AUDIT RECOMMENDATIONS**

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

**WHEREAS**, the annual report for the fiscal year ended June 30, 2014, has been completed and filed with the South Amboy Housing Authority pursuant to N.J.S.A. 40A:5A-15; and

**WHEREAS**, N.J.S.A. 40A:5A-17 requires the governing body of each authority to within forty-five (45) days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed that annual audit report, and, specifically, the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board: and

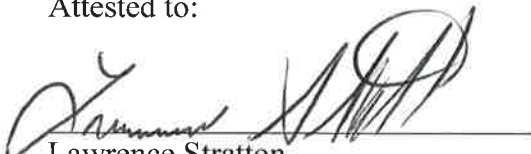
**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit and have specifically reviewed the sections of the audit report entitled "General Comments and Recommendations" in accordance with N.J.S.A. 40A:5A-17; and

**NOW THEREFORE, BE IT RESOLVED** that the governing body of the South Amboy Housing Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended June 30, 2014, and, specifically, has reviewed the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

  
\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

Attested to:

  
\_\_\_\_\_  
Lawrence Stratton,  
Acting Secretary  
Meeting Date: March 9, 2015

Resolution was introduced by Sylvester Attardi, moved by Joe Connors and seconded by Paul Gulick. Vote 6-0 .

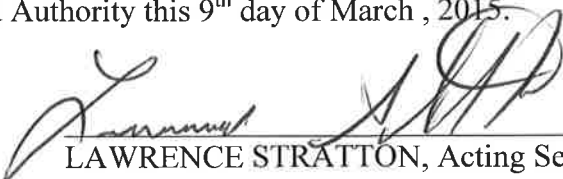
ROLL CALL

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco				X
Lynn Ust	X			

CERTIFICATION

I Lawrence Stratton, Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a regular meeting of the Board of Commissioners of the Authority duly called and held on March 9, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 9<sup>th</sup> day of March , 2015.



\_\_\_\_\_

LAWRENCE STRATTON, Acting Secretary  
of the Housing Authority of the City of South Amboy

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
TRANSMITTAL FORM**






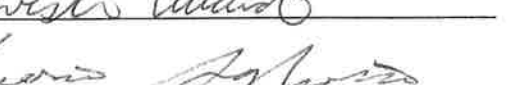

**LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM**

**PRESCRIBED BY  
THE NEW JERSEY LOCAL FINANCE BOARD**

**AUDIT REVIEW CERTIFICATE**

We, the members of the governing body of Housing Authority of the City of South Amboy being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of Housing Authority of the City of South Amboy
2. We certify, pursuant to N.J.S.A. 40A:SA-17, that we have each reviewed the annual report for the fiscal year ended June 30, 2014 and specifically the section of the audit report entitled "Notes to Financial Statements", "Supplemental Information" and "Findings, General Comments and Recommendations".

NAME	SIGNATURE
BRACE SPENCER	
Joe Connoes	
DAVE GOHICK	
LYNN UST	
Edward O'Connor	
SYLVESTER ATTARDI	
SILVERIO SAGLIOTTO	

Sworn to and subscribed before me  
this 9th day of March 2015

  
Notary Public of New Jersey

**RaeAnne Kukulski**  
NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires April 17, 2018

**RESOLUTION 1111**  
**AMENDING ANNUAL CONTRIBUTIONS CONTRACT (ACC)**

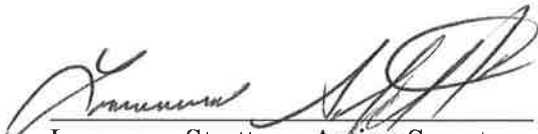
**BE IT RESOLVED**, that amendment of Annual Contributions Contract (ACC) No.NY73, dated 1/1/51 between the Housing Authority of the City of South Amboy (HACSA) and the U.S. Department of Housing and Urban Development (HUD) to provide for the provision by HUD of FY 2015 capital funding assistance in the amount of **\$165,802.00** to the HACSA for the purpose of assisting the HACSA in carrying out capital and management activities at its public housing developments. The terms and conditions set forth in the subject amended ACC, a copy of which is annexed hereto, be, and hereby is authorized; and,

**BE IT FURTHER RESOLVED**, that Lawrence Stratton Director of Operations of the Housing Authority of the City of South Amboy, be, and hereby is authorized to execute the subject Amended Annual Contributions Contract on behalf of the HACSA.

  
\_\_\_\_\_  
**SYLVESTER ATTARDI**, Chairman

Attested to:

I hereby certify that there is appropriate funding in the budget for said expenditures.

  
\_\_\_\_\_  
Lawrence Stratton, Acting Secretary

\_\_\_\_\_  
William Katchen, CPA,.

Meeting date: March 9, 2015

Resolution was introduced by Sylvester Attardi, moved by Edward O'Connor and seconded Paul Gulick. Vote 6-0.

**ROLL CALL**

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco				X
Lynn Ust	X			

**CERTIFICATION**

I, Lawrence Stratton, Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a regular meeting of the Board of Commissioners of the Authority duly called and held on March 9, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 9<sup>th</sup> day of March, 2015.

A handwritten signature in black ink, appearing to read 'Lawrence Stratton', is written over a horizontal line.

LAWRENCE STRATTON, Acting Secretary  
of the Housing Authority of the City of South Amboy

**RESOLUTION 1112**  
**APPROVING 2015 CFP ANNUAL FIVE YEAR PLAN**

**WHEREAS,** The Commissioners of the Housing Authority of the City of South Amboy have approved the annual statement/budget (Form HUD-50075.1 for the FY 2015 and its CFP Five Year Action Plan for FYs 2015-2019 (Form HUD-50075.2 copies of which are attached and made a part hereof by reference;

**NOW, THEREFORE, BE IT RESOLVED,** that the Commissioners of the Housing Authority of the City of South Amboy do hereby approve this resolution to be submitted to HUD.

  
\_\_\_\_\_  
**SYLVESTER ATTARDI, Chairman**

Attested to:

I hereby certify that there is appropriate funding in the budget for said expenditures.

  
\_\_\_\_\_  
Lawrence Stratton, Acting Secretary

\_\_\_\_\_  
William Katchen, CPA.,

Meeting date: May 11, 2015

Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded Edward O'Connor. Vote 6-0.

ROLL CALL

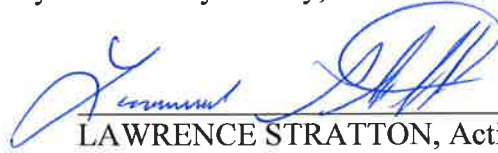
	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			



**CERTIFICATION**

I, Lawrence Stratton, Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a regular meeting of the Board of Commissioners of the Authority duly called and held on May 11, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 11<sup>th</sup> day of May, 2015.



\_\_\_\_\_  
LAWRENCE STRATTON, Acting Secretary  
of the Housing Authority of the City of South Amboy

**EXTRACTS FROM THE MINUTES OF THE  
REGULAR MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON MONDAY MARCH 9, 2015**

The reorganization meeting was convened and called to order and upon roll call those present and absent were as follows:

PRESENT

Sylvester Attardi  
Joseph Connors  
Paul Gulick  
Grace Hoffman-Spencer  
Edward O'Connor  
Lynn Ust

ABSENT

Saverio Sagliocco

Also in attendance were Eric Chubenko, Acting Executive Director, Mark Noble, Assistant Director, Lawrence Stratton, Director of Operations, Rae Anne Kukulski and Thomas E. Downs, IV, Esq. At the reorganization meeting, the following items were discussed.

1. The bills for February and March, 2015 were discussed. A motion to pay the bills was made by Paul Gulick seconded by Edward O'Connor. Vote 6-0
2. The Minutes of January 13, 2015 were discussed. A motion was made Paul Gulick to approve the minutes and seconded by Sylvester Attardi. Vote 6-0.
3. Resolution 1110 Acknowledge Receipt and Review of Audit Recommendations was discussed. Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded by Paul Gulick. Vote 6-0.

**RESOLUTION NO. 1110  
ACKNOWLEDGE RECEIPT AND REVIEW  
OF AUDIT RECOMMENDATIONS**

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

**WHEREAS**, the annual report for the fiscal year ended June 30, 2014, has been completed and filed with the South Amboy Housing Authority pursuant to N.J.S.A. 40A:5A-15; and

**WHEREAS**, N.J.S.A. 40A:5A-17 requires the governing body of each authority to within forty-five (45) days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed that annual audit report, and, specifically, the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit and have specifically reviewed the sections of the audit report entitled "General Comments and Recommendations" in accordance with N.J.S.A. 40A:5A-17; and


**NOW THEREFORE, BE IT RESOLVED** that the governing body of the South Amboy Housing Authority hereby certifies to the Local Finance Board of the State of New

Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended June 30, 2014, and, specifically, has reviewed the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

Attested to:

  
\_\_\_\_\_  
Lawrence Stratton,  
Acting Secretary  
Meeting Date: March 9, 2015

Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded by Paul Gulick. Vote 6-0.

ROLL CALL

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco				X
Lynn Ust	X			

**LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM  
PRESCRIBED BY  
THE NEW JERSEY LOCAL FINANCE BOARD  
AUDIT REVIEW CERTIFICATE**

We, the members of the governing body of the South Amboy Housing Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the South Amboy Housing Authority.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended June 30, 2013, and, specifically, the sections of the audit report entitled "General Comments and Recommendations".

Sylvester Attardi

\_\_\_\_\_  
Paul Gulick

Grace Hoffman-Spencer

Edward O'Connor

Saverio Sagliocco

Lynn Ust

Sworn to and subscribed before me  
this 9th day of March, 2015.

\_\_\_\_\_  
Thomas E. Downs IV  
Attorney at Law of the  
State of New Jersey

4. Resolution 1111 AMENDING ANNUAL CONTRIBUTIONS CONTRACT (ACC) was discussed. Resolution was introduced by Sylvester Attardi, moved by Edward O'Connor and seconded Paul Gulick. Vote 6-0.

**RESOLUTION 1111**  
**AMENDING ANNUAL CONTRIBUTIONS CONTRACT (ACC)**

**BE IT RESOLVED**, that amendment of Annual Contributions Contract (ACC) No.NY73, dated 1/1/51 between the Housing Authority of the City of South Amboy (HACSA) and the U.S. Department of Housing and Urban Development (HUD) to provide for the provision by HUD of FY 2015 capital funding assistance in the amount of **\$165,802.00** to the HACSA under the American Recovery and Reinvestment Act (ARRA) for the purpose of assisting the HACSA in carrying out capital and management activities at its public housing developments in accordance with the requirements of the ARRA, including Title XVI general provisions of the ARRA and the terms and conditions set forth in the subject amended ACC, a copy of which is annexed hereto, be, and hereby is authorized; and,

**BE IT FURTHER RESOLVED**, that Lawrence Stratton Director of Operations of the Housing Authority of the City of South Amboy, be, and hereby is authorized to execute the subject Amended Annual Contributions Contract on behalf of the HACSA.

\_\_\_\_\_  
**SYLVESTER ATTARDI**, Chairman

Attested to:

I hereby certify that there is

  
Lawrence Stratton, Acting Secretary

appropriate funding in the budget

  
William Katchen, CPA

Meeting date: March 9, 2015

Resolution was introduced by Sylvester Attardi , moved by Edward O'Connor and seconded Paul Gulick. Vote 6-0.

ROLL CALL

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco				X
Lynn Ust	X			

5. No one from the public was present.

6. Mr Chubenko advised the Commissioners that the Authority received a score of 95 on the PHAS evaluation. This will result in an increase in the capital improvement grant. He advised the Commissioners that the 6 month review of the budget, indicates that the Authority is holding its own. He indicated that there will be a St. Patrick's Day lunch for the seniors on March 10, 2015

7. There being no further business on hand at this time, a motion to adjourn was made by Paul Gulick and seconded by Sylvester Edward O'Connor. Vote 6-0.

**CERTIFICATION**

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a special meeting of the Board of Commissioners of the Authority duly called and held on March 9, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 9<sup>th</sup> day of March, 2015.



Lawrence Stratton, Acting Secretary  
of the Housing Authority of the City of South Amboy

**EXTRACTS FROM THE MINUTES OF THE  
REGULAR MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON MONDAY MAY 11, 2015**

The reorganization meeting was convened and called to order and upon roll call those present and absent were as follows:

PRESENT

Sylvester Attardi  
Joseph Connors  
Paul Gulick  
Edward O'Connor  
Saverio Sagliocco  
Lynn Ust

ABSENT

Grace Hoffman-Spencer

Also in attendance were Eric Chubenko, Acting Executive Director, Mark Noble, Assistant Director, Lawrence Stratton, Director of Operations, RaeAnne Kukulski and Thomas E. Downs, IV, Esq. At the reorganization meeting, the following items were discussed.

1. The bills for April and May, 2015 were discussed. A motion to pay the bills was made by Paul Gulick seconded by Edward O'Connor. Vote 6-0

2. The Minutes of March 9, 2015 were discussed. A motion was made Paul Gulick to approve the minutes and seconded by Sylvester Attardi. Vote 5-0. Saverio Sagliocco abstained.

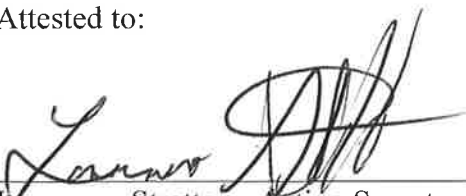
3. Resolution 1112 Approving 2015 CFP Annual Five Year Plan was discussed. Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded by Paul Gulick. Vote 6-0. Mr. Chubenko advised the Commissioners that the plan has been approved by HUD so he submitted the Plan for local approval.

**RESOLUTION 1112  
APPROVING 2015 CFP ANNUAL STATEMENT/BUDGET**

**WHEREAS**, The Commissioners of the Housing Authority of the City of South Amboy have approved the annual statement/budget (Form HUD-50075.1 for the FY 2015 and its CFP Five Year Action Plan for FYs 2015-2019 (Form HUD-50075.2 copies of which are attached and made a part hereof by reference;

**NOW, THEREFORE, BE IT RESOLVED**, that the Commissioners of the Housing Authority of the City of South Amboy do hereby approve this resolution to be submitted to HUD.

Attested to:



Lawrence Stratton, Acting Secretary

Meeting date: May 11, 2015

\_\_\_\_\_  
**SYLVESTER ATTARDI**, Chairman

I hereby certify that there is appropriate funding in the budget

\_\_\_\_\_  
William Katchen, CPA,.

Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded Edward O'Connor. Vote 6-0.

ROLL CALL

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

5. Mr. Noble reported that the entire staff went to a seminar for Section 8 Housing. Mr. Stratton advised the Commissioners that the RFP's for the professionals are out. He also indicated that the bid advertisement for windows is out. The Budget will be discussed at the next meeting. He also advised the Commissioners that the FDS disclosures were due by May15, 2015.

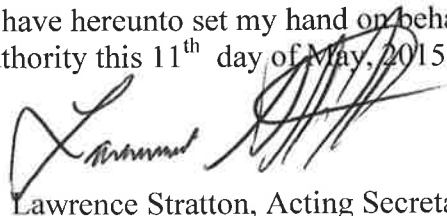
6. No one from the public was present

7. There being no further business on hand at this time, a motion to adjourn was made by Paul Gulick and seconded by Sylvester Edward O'Connor. Vote 6-0.

CERTIFICATION

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a special meeting of the Board of Commissioners of the Authority duly called and held on May 11, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 11<sup>th</sup> day of May, 2015.



Lawrence Stratton, Acting Secretary  
of the Housing Authority of the City of South Amboy



**EXTRACTS FROM THE MINUTES OF THE  
REGULAR MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON MONDAY JUNE 8, 2015**

The reorganization meeting was convened and called to order and upon roll call those present and absent were as follows:

PRESENT

Sylvester Attardi  
Joseph Connors  
Paul Gulick  
Edward O'Connor  
Saverio Sagliocco  
Lynn Ust

ABSENT

Grace Hoffman-Spencer

Also in attendance were Eric Chubenko, Acting Executive Director, Karen Holoway, Carteret Deputy Director, William Katchen, CPA, Mark Noble, Assistant Director, Lawrence Stratton, Director of Operations, and RaeAnne Kukulski. At the meeting, the following items were discussed.

1. The bills for June, 2015 were discussed. A motion to pay the bills was made by Edward O'Connor seconded by Edward O'Connor. Vote 6-0
2. The Minutes of May 11, 2015 were discussed. A motion was made Edward O'Connor to approve the minutes and seconded by Paul Gulick. Vote 6-0.
3. Resolution 1113 For Housing Management and Technical Services was discussed. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Edward O'Connor. Vote 6-0.

**RESOLUTION NO. 1113**

**HOUSING MANAGEMENT AND TECHNICAL ASSISTANCE**

**WHEREAS**, the South Amboy Housing Authority is in need of housing management and technical assistance services from July 1, 2015 through June 30, 2016, and

**WHEREAS**, the South Amboy Housing Authority advertised for request for proposal for said housing management and technical assistance services through a fair and open process pursuant to NJS 40A:11-1 et seq. and,

**WHEREAS**, said request for proposals were received on May 28, 2015, in accordance with the advertisement and,

**WHEREAS**, the lowest responsible and responsive proposal submitted was by Richard Keefe, in accordance with the advertised request for proposal and,

**WHEREAS**, it is in the best interest of the Authority to accept such proposal and to award the contract for housing management and technician assistance services in accordance with the general schedule submitted, and


**NOW, THEREFORE, BE IT RESOLVED**, that said proposal be accepted and,

**BE IT FURTHER RESOLVED**, that the contract is hereby awarded to Richard Keefe, for providing housing management and technician assistance services in accordance with the fee schedule submitted.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

  
SYLVESTER ATTARDI, Chairman

Attested to:

  
Lawrence Stratton, Acting Secretary

I hereby certify that there is appropriate funding in the budget for said expenditures.

Meeting date: June 8, 2015

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William Katchen, CPA.

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Edward O'Connor. Vote 6-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

4. Resolution 1114 For Fee Accounting Services was discussed. Resolution was introduced by Sylvester Attardi , moved by Joseph Connors and seconded by Edward O'Connor. Vote 6-0.

**RESOLUTION NO. 1114**  
**FEE ACCOUNTING SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of fee accounting services from July 1, 2015 through June 30, 2016, and

**WHEREAS**, the South Amboy Housing Authority advertised for request for proposal for said fee accounting services through a fair and open process pursuant to NJS 40A:11-1 et seq.,

and

**WHEREAS**, said request for proposals were received on May 28, 2015 in accordance with the advertisement, and

**WHEREAS**, the lowest responsible and responsive proposal submitted was by William Katchen, in accordance with the advertised request for proposal, and

Whereas it is in the best interest of the Authority to accept such proposal and to award the contract for fee accounting services in accordance with the general schedule submitted, and

**NOW THEREFORE, BE IT RESOLVED**, that said proposal be accepted, and

**BE IT FURTHER RESOLVED** that the contract is hereby awarded to William Katchen for providing fee accounting services in accordance with the fee schedule submitted.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

  
SYLVESTER ATTARDI, Chairman

Attested to:

  
Lawrence Stratton, Acting Secretary

I hereby certify that there is appropriate funding in the budget for said expenditures.

Meeting date: June 8, 2015

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William Katchen, CPA.

Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded by Edward O'Connor. Vote 6-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			

Lynn Ust

X

5. Resolution 1115 For Legal Services was discussed. Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded by Paul Gulick. Vote 6-0.

**RESOLUTION NO. 1115**  
**LEGAL SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of legal services from July 1, 2015 through June 30, 2016, and

**WHEREAS**, the South Amboy Housing Authority advertised for request for proposal for said legal services through a fair and open process pursuant to NJS 40A:11-1 et seq., and

**WHEREAS**, said request for proposals were received on May 28, 2015, in accordance with  
with  
the advertisement, and

**WHEREAS**, the lowest responsible and responsive proposal submitted was by Thomas E. Downs, IV, Esq., in accordance with the advertised request for proposal, and

**WHEREAS**, it is in the best interest of the Authority to accept such proposal and to award the contract for general legal services in accordance with the general schedule submitted, and

**NOW, THEREFORE, BE IT RESOLVED**, that said proposal be accepted, and

**BE IT FURTHER RESOLVED**, that the contract is hereby awarded to Thomas E. Downs, IV, Esq., for providing general legal services in accordance with the fee schedule submitted.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

Attested to:

  
Mark Noble, Assistant Secretary

  
SYLVESTER ATTARDI, Chairman

I hereby certify that there is appropriate funding in the budget for said expenditures.

Meeting date: June 8, 2015

\_\_\_\_\_  
William Katchen, CPA.

Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded

by Paul Gulick. Vote 6-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

6. Resolution 1116 Approving the Late Filing of the Budget was discussed. Mr Katchen indicated that the Budget was not able to be prepared on time due to the fact that he did not have HUD funding estimates and receiving health care insurance premium estimates. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Joseph Connors. Vote 6-0.

**RESOLUTION NO. 1116**  
**APPROVING THE LATE FILING OF THE BUDGET FOR FISCAL YEAR**  
**JULY 1, 2015 TO JUNE 30, 2016**

**WHEREAS**, the Housing Authority of South Amboy is required to submit the approved Budget 60 days prior to the start of the fiscal year to the State of New Jersey, and;

**WHEREAS**, the Budget preparation was delayed in the submission of the Budget due HUD funding estimates, to receiving insurance and health care premiums estimates ,and;

**WHEREAS**, the 2015 HUD operating subsidy has been anticipated as well as certain expenses.

**NOW THEREFORE** be it resolved by the Commissioners of the Housing Authority of South Amboy approving the late filing of the NJ Budget for the FYE June 30, 2016.

  
SYLVESTER ATTARDI- Chairman

Attested to:

  
MARK NOBLE,

I hereby certify that there is appropriate funding in the budget

WILLIAM KATCHEN, CPA.

Assistant Secretary

Dated: June 8, 2015

Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Joseph Connors. Vote 6-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

7. Resolution 1117 Introducing the Budget for year ending June 30, 2016 was discussed. Mr. Katchen outlined the budget for the Commissioners. Resolution was introduced by Sylvester Attardi, moved by Edward O'Connor and seconded Lynn Ust. Vote 6-0.

**RESOLUTION NO: 1117**  
**SOUTH AMBOY HOUSING AUTHORITY**  
**INTRODUCTION OF BUDGET FOR**  
**FISCAL YEAR: FROM: JULY 1, 2015 to JUNE 30, 2016**

**WHEREAS**, the Annual Budget and Capital Budget for the South Amboy Housing Authority for the fiscal year beginning July 1, 2015 and ending June 30, 2016 has been presented before the Members of the South Amboy Housing Authority at its open public meeting of June 8, 2015; and

**WHEREAS**, the Annual Budget and the Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including amendments thereto, if any, which have been approved by the Director of the Division of Local Governmental Services.

**WHEREAS**, the Annual Budget as presented introduced reflects total revenues of \$2,606,607.00 total appropriations, including any accumulated deficit if any, of \$2,626,260.00, and Fund Balance utilized of \$19,653.00; and

**WHEREAS**, the Capital Budget as introduced reflects total capital appropriations of \$ 125,000.00 and total fund balance planned to be utilized as funding thereof, of \$ 0.00; and

**WHEREAS**, the schedule of rents, fees and other user charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

**WHEREAS**, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be sued as part of the said Authority's planning and management objectives. Specific authorization to spend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds form the Renewal and Replacement Reserve or other means provided by law.

**NOW, THEREFORE BE IT RESOLVED**, by the Members of the South Amboy Housing Authority, at an open meeting held on June 8, 2014 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the South Amboy Housing Authority for the fiscal year period beginning July 1, 2015 and ending June 30, 2016 is hereby approved; and

**BE IT FURTHER RESOLVED**, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to all proposed expenditures/expenses and all convents, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements, and

**BE IT FURTHER RESOLVED**, that the Members of the South Amboy Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption in September 14, 2015.

  
**SYLVESTER ATTARDI**, Chairman

Attested to:

I hereby certify that there is appropriate funding in the budget

  
**Lawrence Stratton**,  
Acting Secretary

  
**WILLIAM KATCHEN**, CPA.

Dated: June 8, 2015

Resolution was introduced by Sylvester Attardi, moved by Edward O'Connor and seconded Lynn Ust. Vote 6-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

8. Resolution 1118 to Write Off Collection Losses was discussed. Resolution was introduced by Sylvester Attardi , moved by Edward O'Connor and seconded Paul Gulick. Vote 6-0.

**RESOLUTION NO. 1118**  
**WRITING OFF COLLECTION LOSSES**

**WHEREAS**, the SOUTH AMBOY HOUSING AUTHORITY has attempted to collect past due rent for tenants who have vacated the premises without success and;

**WHEREAS**, it is in the best interest of the Authority to write off said losses, and

**NOW, THEREFORE, BE IT RESOLVED** that the following accounts receivable of vacated tenants be and are hereby written off effective this date:

	<u>DEBITS</u>	<u>TOTAL</u>
Lakates	\$ 0.23	
Bukhard	\$ 716.00	
Zulin	\$ 5,344.00	
Vickery	\$ 15.45	
Simko	\$ 15.00	
Franklin	<u>\$ 858.00</u>	
<b>TOTAL</b>		<b>\$ 6,948.68</b>

BE IT FURTHER RESOLVED that said accounts receivable be removed from the rent rolls. This resolution shall take effect immediately.



Attested to:  
Mark Noble, Assistant Secretary

  
SYLVESTER ATTARDI, Chairman

I hereby certify that there

\_\_\_\_\_  
William Katchen, CPA



Meeting date: June 8, 2015

Resolution was introduced by Sylvester Attardi , moved by Edward O'Connor and seconded Paul Gulick. Vote 6-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

9. Resolution 1119 Approving HUD Operating Budget for Year ending June 30, 2015 was discussed. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded Joseph Connors. Vote 6-0.

**Resolution 1119**  
**Approving HUD Operating Budget for July 1, 2015 to June 30, 2016**

Resolution on PDF File

Dated: June 8, 2015

Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded Joseph Connors. Vote 6-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

10. Resolution 1120 Rejecting Window Replacement Bids was discussed. Mr. Stratton indicated that the Engineer reviewed the bids and wrote a letter that advised him that the bids exceeded the budget for the bid. Resolution was introduced by Sylvester Attardi , moved by Edward O'Connor and seconded by Paul Gulick . Vote 6-0.

**RESOLUTION NO. 1120**  
**REJECTING WINDOW REPLACEMENT BIDS**

**WHEREAS**, the South Amboy Housing Authority is in need of window replacement at Dohaney Homes in order to provide the safety of the residents, and

**WHEREAS**, the Authority advertised for bids pursuant to the requirements New Jersey State Statutes,

**WHEREAS**, said bids were received on May 28, 2015 in accordance with the advertisement and,

**WHEREAS**, the quote was not is within the budgetary guidelines of the Authority and;

**WHEREAS**, the quote has been reviewed by the architect / engineer, has been determined that the bids received exceeded the budgetary limitse and

**WHEREAS**, it is in the best interest of the Authority to reject the bids submitted, and

**NOW, THEREFORE, BE IT RESOLVED**, that the bids received be rejected and,

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

  
\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

Attested to:

  
\_\_\_\_\_  
Lawrence Stratton, Acting Secretary

Meeting date: December 9, 2013

Resolution was introduced by Sylvester Attardi , moved by Edward O'Connor and seconded by Paul Gulick . Vote 6-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Conno	X			
Saverio Sagliocco	X			
Lynn Ust	X			

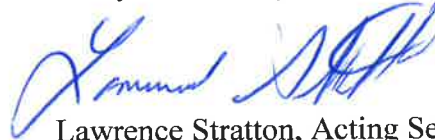
11. No one from the public was present

12. There being no further business on hand at this time, a motion to adjourn was made by Paul Gulick and seconded by Joseph Connors . Vote 6-0.

### **CERTIFICATION**

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a special meeting of the Board of Commissioners of the Authority duly called and held on June 8, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 8<sup>th</sup> day of June, 2015.



Lawrence Stratton, Acting Secretary  
of the Housing Authority of the City of South Amboy

**RESOLUTION NO. 1121**  
**AWARDING WINDOW REPLACEMENT BIDS**

**WHEREAS**, the South Amboy Housing Authority is in need of window replacement at Dohaney Homes in order to provide the safety of the residents, and

**WHEREAS**, the Authority advertised for bids pursuant to the requirements New Jersey State Statutes,

**WHEREAS**, said bids were received on July 1, 2015 in accordance with the advertisement and,

**WHEREAS**, the quote has been reviewed by legal counsel and the architect / engineer, has been determined the lowest responsible quote and

**WHEREAS**, the lowest responsible and responsive bid submitted was by Pelka Construction in accordance with the advertised request for proposal and,

**WHEREAS**, it is in the best interest of the Authority to accept such bid and to award the contract for the replacement of windows, in accordance with the bid submitted, and


**NOW, THEREFORE, BE IT RESOLVED**, that said bid be accepted and,

**BE IT FURTHER RESOLVED**, that the contract is hereby awarded Pelka Construction for window replacement Bld. A Bld. B and Bld. G at Dohaney Homes for a total of \$158,990.00

**BE IT FURTHER RESOLVED**, the Chairman and Secretary are authorized to execute any and all documents to enter into said contract.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

Attested to:

  
\_\_\_\_\_  
Lawrence Stratton, Acting Secretary

  
\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

I hereby certify that there is appropriate funding in the budget for said expenditures.

\_\_\_\_\_  
William Katchen, CPA.

Meeting date: July 22, 2015

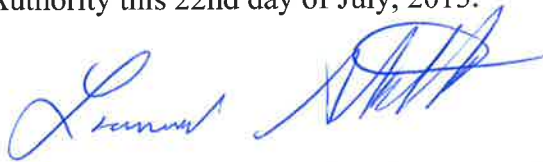
Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded by Lynn Ust. Vote 4-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor				X
Saverio Sagliocco				X
Lynn Ust	X			

#### **CERTIFICATION**

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a Regular Meeting of the Board of Commissioners of the Authority duly called and held on July 22, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 22nd day of July, 2015.



Lawrence Stratton, Acting Secretary of the Housing  
Authority of the City of South Amboy

**RESOLUTION NO. 1122**  
**AUTHORIZING THE DISPOSITION OF MOTOR VEHICLES**

**WHEREAS**, the South Amboy Housing Authority has the following motor vehicles that are no longer needed to conduct Authority business, 1986 Chevy Pickup Vin # 2GCEC14N1G1204703, Dodge Pick-up Vin # 1B7KW2455JS690598 and Dodge Truck Vin #1B6MM3689LS621013, and

**WHEREAS**, said vehicles are over 25 years old and in need substantial repairs and,

**WHEREAS**, because of their age and condition the vehicles have no market value and

**WHEREAS**, it is in the best interest of the Authority to dispose of said vehicles, and

**NOW, THEREFORE, BE IT RESOLVED**, that 1986 Chevy Pickup Vin # 2GCEC14N1G1204703, Dodge Pick-up Vin # 1B7KW2455JS690598 and Dodge Truck Vin #1B6MM3689LS621013 be disposed and,

**BE IT FURTHER RESOLVED**, the Acting Secretary is authorized to execute any and all documents to dispose of said vehicles.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

  
\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

Attested to:

I hereby certify that there is  
appropriate funding in the budget  
for said expenditures.

  
\_\_\_\_\_  
Lawrence Stratton, Acting Secretary

\_\_\_\_\_  
William Katchen, CPA.

Meeting date: July 22, 2015

Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Joseph Connors. Vote 4-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor				X
Saverio Sagliocco				X
Lynn Ust	X			

### CERTIFICATION

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a Regular Meeting of the Board of Commissioners of the Authority duly called and held on July 22, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 22nd day of July, 2015.

Lawrence Stratton, Acting Secretary of the Housing  
Authority of the City of South Amboy

Board Resolution Approving the AMP Budgets  
PHA Board Resolution 1119  
Approving Operating Budget

OMB No. 2577-0026 Approving  
(exp. 10/31/2009)

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Real Estate Assessment Center (PIH-REAC)

Previous editions are obsolete form HUD-52574 (08/2005) Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: South Amboy Housing Authority

PHA Code: NJ035

PHA Fiscal Year Beginning: 7/1/2015

Board Resolution Number: \_\_\_\_\_

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

Operating Budgets (for COCC and all Projects) approved by Board resolution on:

6/8/2015

Operating Budget submitted to HUD, if applicable, on:

\_\_\_\_\_

Operating Budget revision approved by Board resolution on:

\_\_\_\_\_

Operating Budget revision submitted to HUD, if applicable, on:

\_\_\_\_\_

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditures are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(e) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.325.

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairman's Name: Sylvester Attardi	Signature: 	Date: June 8, 2015
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**EXTRACTS FROM THE MINUTES OF THE  
REGULAR MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON MONDAY SEPTEMBER 14, 2015**

The meeting was convened and called to order and upon roll call those present and absent were as follows:

PRESENT

Sylvester Attardi  
Joseph Connors  
Paul Gulick  
Grace Hoffman-Spencer  
Edward O'Connor  
Saverio Sagliocco  
Lynn Ust

ABSENT

Also in attendance were Eric Chubenko, Acting Executive Director, Mark Noble, Assistant Director, Lawrence Stratton, Director of Operations, RaeAnne Kukulski and Thomas E. Downs, IV Esq. At the meeting, the following items were discussed.

1. The bills for August and September, 2015 were discussed. A motion to pay the bills was made by Edward O'Connor seconded by Joseph Connors. Vote 7-0
2. The Minutes of July 22, 2015 were discussed. A motion was made Joseph Connors to approve the minutes and seconded by Paul Gulick. Vote 4-0. Grace Hoffman-Spencer, Edward O'Connor and Saverio Sagliocco abstained.
3. Resolution 1123 Approving the Budget for Fiscal Year Ending June 30, 2016 was discussed. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Lynn Ust. Vote 7-0.

**RESOLUTION NO: 1123  
SOUTH AMBOY HOUSING AUTHORITY  
APPROVAL OF BUDGET FOR  
FISCAL YEAR: FROM: JULY 1, 2015 to JUNE 30, 2016**

**WHEREAS**, the Annual Budget and Capital Budget for the South Amboy Housing Authority for the fiscal year beginning July 1, 2015 and ending June 30, 2016 has been presented for adoption before the Members of the South Amboy Housing Authority at its open public meeting of September 14, 2015; and

**WHEREAS**, the Annual Budget and the Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including amendments thereto, if any, which have been approved by the Director of the Division of Local Governmental Services.

**WHEREAS**, the Annual Budget as presented introduced reflects total revenues of \$2,606,607.00 total appropriations, including any accumulated deficit if any, of \$2,626,260.00, and Total Unrestricted Net Position utilized of \$19,653.00; and

**WHEREAS**, the Capital Budget as introduced reflects total capital appropriations of \$ 125,000.00 and total fund balance planned to be utilized as funding thereof, of \$ 0.00; and

**NOW, THEREFORE BE IT RESOLVED**, by the Members of the South Amboy Housing Authority, at an open meeting held on September 14, 2015 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the South Amboy Housing Authority for the fiscal year period beginning July 1, 2015 and ending June 30, 2016 is hereby adopted; and

**BE IT FURTHER RESOLVED**, that the Annual Budget and the Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including amendments thereto, if any, which have been approved by the Director of the Division of Local Governmental Services.

  
\_\_\_\_\_  
**SYLVESTER ATTARDI**, Chairman

Attested to:

I hereby certify that there is appropriate funding in the budget for said expenditures.

  
\_\_\_\_\_  
**LAWRENCE STRATTON**

\_\_\_\_\_  
**WILLIAM KATCHEN, CPA.**

Acting Secretary

Dated: September 14, 2015

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded Lynn Ust. Vote 7-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

4. Resolution 1124 to Open the Public Housing Waiting List was discussed. Mr. Chubenko explained that the present list was reviewed and purged by the Authority staff and there is a need to open the list for other prospective tenants. Resolution was introduced by Sylvester Attardi, moved by Edward O'Connor and seconded Paul Gulick. Vote 7-0.

**RESOLUTION NO:1124**  
**OPEN PUBLIC HOUSING WAITING LIST TO QUALIFIED**  
**SOUTH AMBOY RESIDENTS ONLY**

**WHEREAS**, the South Amboy Housing Authority has completed its annual update/purge of the current Public Housing Waiting List to Qualified South Amboy Residents Only and;

**WHEREAS**, it has been determined that there is a need to reopen the waiting list to preference-eligible applicants in order to ensure an adequate pool of applicants for use of available program funding; and


**WHEREAS**, the Administration has determined that Pre-Applications shall be distributed until such time that fifty (50) income eligible, preference-eligible applications have been received for the Public Housing Waiting List to Qualified South Amboy Residents Only; and

**WHEREAS**, the Housing Authority shall suspend application taking once the maximum eligible applications have been received.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the South Amboy Housing Authority that the Public Housing waiting list shall be opened and a Public Notice shall be published as required notifying interested parties of the date, time, location and other criteria of when applications shall be distributed and returned.

  
\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

Attested to:

  
\_\_\_\_\_  
Lawrence Stratton, Acting Secretary

Meeting date: September 14, 2015

Resolution was introduced by Sylvester Attardi, moved by Edward O'Connor and seconded Paul Gulick. Vote 7-0.

ROLL CALL

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

5. Resolution 1125 to Amend the Personnel Policy was discussed. Mr. Chubenko explained that the payroll company that the Authority uses was deducting vacation time from the employees. The Personnel Policy had to be amended to permit the Authority to buy back the vacation pay of the employees. He indicated that the accountant discovered the mistake when he conducted his monthly review of the Authority's finances. The Auditor was advised and the recommendation of the accountants was to amend the Personnel Policy to permit the buy back contingent on budget authority. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and Grace Hoffman-Spencer. Vote 7-0

**RESOLUTION NO. 1125**  
**RESOLUTION TO AMEND THE PERSONAL POLICY**

WHEREAS, the Housing Authority of South Amboy desires to amend its personnel policy to allow for employees to sell back a portion of their accrued, but unused vacation time on an annual basis, and;


WHEREAS, any selling back of an employee's accrued, but unused vacation time will be authorized by the Executive Director and will be based on budget authority;

NOW THEREFORE BE IT RESOLVED, that the Housing Authority of South Amboy amends its personnel policy effective immediately to allow for employees to sell back a portion of their accrued, but unused vacation time on an annual basis, and;

BE IT FURTHER RESOLVED, that the selling back of an employee's accrued, but unused vacation time must be authorized by the Executive Director and will be based on budget authority.

  
\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

Attested to:

  
\_\_\_\_\_  
Lawrence Stratton, Acting Secretary

Meeting date: September 14, 2015

Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and Grace Hoffman-Spencer. Vote 7-0.

ROLL CALL

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

6. Resolution 1126 to Join the Middlesex County Regional Services Commission NJ State Approved Cooperative Pricing System was discussed. Mr. Chubenko indicated that joining the cooperative would minimize the costs of certain projects. The cooperative procures pricing from contractors that are already approved by the State. It would not necessitate the engineering fees associated with the bidding procedure for smaller site improvements. He further explained that there was no cost to the Authority to join. Mr. Stratton provided an example of the savings regarding a concrete replacement project to remove trip hazzards to curbing and sidewalks on Authority property. He indicated that the cooperative pricing would save about two thirds of the cost. Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and Edward O'Connor. Vote 7-0.

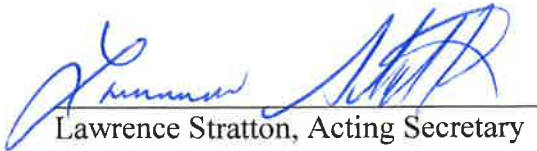
**RESOLUTION NO. 1126**  
**RESOLUTION TO JOIN THE**  
**MIDDLESEX REGIONAL SERVICES COMMISSION**  
**NJ STATE-APPROVED COOPERATIVE PRICING SYSTEM**

WHEREAS, the Housing Authority of South Amboy desires to join the Middlesex Regional Services Commission (NJ State-Approved Cooperative Pricing System) for purposes of participating in the purchase of cooperatively priced goods and services.

NOW THEREFORE BE IT RESOLVED, that the Housing Authority of South Amboy joins the Middlesex Regional Services Commission (NJ State-Approved Cooperative Pricing System) for purposes of participating in the purchase of cooperatively priced goods and services.

  
\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

Attested to:



Lawrence Stratton, Acting Secretary

Meeting date: September 14, 2015

Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and Edward O'Connor. Vote 7-0.

ROLL CALL

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust	X			

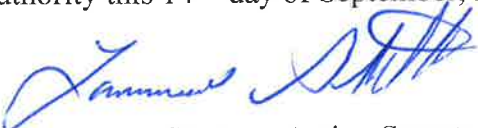
7. No one from the public was present

8. There being no further business on hand at this time, a motion to adjourn was made by Edward O'Connor and seconded by Sylvester Attardi . Vote 7-0.

CERTIFICATION

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a special meeting of the Board of Commissioners of the Authority duly called and held on September 14, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 14<sup>th</sup> day of September, 2015.



Lawrence Stratton, Acting Secretary  
of the Housing Authority of the City of South Amboy

**RESOLUTION NO:1127**  
**FISCAL AUDIT SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of fiscal audit services from July 1, 2014 through June 30, 2015; and,

**WHEREAS**, the South Amboy Housing Authority advertised for request for proposal for said fiscal audit services; and,

**WHEREAS**, said request for proposals were received on September 28, 2015 in accordance with the advertisement; and

**WHEREAS**, the lowest responsible and responsive proposal submitted was by Hymanson, Parnes, and Giampaolo, C.P.A. in accordance with the advertised request for proposal; and,

**WHEREAS**, it is in the best interest of the Authority to accept such proposal and to award the contract for fiscal audit services in accordance with the general schedule submitted not to exceed the amount of \$8,535.00 ; and

**NOW, THEREFORE, BE IT RESOLVED**, that said proposal be accepted; and,

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

Attested to:

  
\_\_\_\_\_  
Lawrence Stratton, Acting Secretary

  
\_\_\_\_\_  
SYLVESTER ATTARDI, Chairman

I hereby certify that there is appropriate funding in the budget for said expenditures.

Meeting date: October 13, 2015

\_\_\_\_\_  
William Katchen, CPA.

Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded Paul Gulick. Vote 5-0

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer			X	
Edward O'Connor	X			
Saverio Sagliocco			X	
Lynn Ust	X			

**CERTIFICATION**

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a Regular Meeting of the Board of Commissioners of the Authority duly called and held on October 13, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 13th day of October, 2015.



Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy



**EXTRACTS FROM THE MINUTES OF THE  
REGULAR MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON MONDAY OCTOBER 13, 2015**

The meeting was convened and called to order and upon roll call those present and absent were as follows:

PRESENT

Sylvester Attardi  
Joseph Connors  
Paul Gulick  
Edward O'Connor  
Lynn Ust

ABSENT

Grace Hoffman-Spencer  
Saverio Sagliocco

Also in attendance were Eric Chubenko, Acting Executive Director, Mark Noble, Assistant Director, Lawrence Stratton, Director of Operations, Karen Holloway, RaeAnne Kukulski and Thomas E. Downs, IV Esq. At the meeting, the following items were discussed.

1. The bills for October, 2015 were discussed. A motion to pay the bills was made by Paul Gulick seconded by Edward O'Connor . Vote 5-0
2. The Minutes of September 14, 2015 were discussed. A motion was made Edward O'Connor to approve the minutes and seconded by Lynn Ust. Vote 5-0
3. Resolution 1127 Awarding the Contract for Fiscal Audit Services for the Year ending June 30, 2015 was discussed. Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded Paul Gulick. Vote 5-0.

**RESOLUTION NO:1127  
FISCAL AUDIT SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of fiscal audit services from July 1, 2014 through June 30, 2015; and,

**WHEREAS**, the South Amboy Housing Authority advertised for request for proposal for said fiscal audit services; and,

**WHEREAS**, said request for proposals were received on September 28, 2015 in accordance with the advertisement; and

**WHEREAS**, the lowest responsible and responsive proposal submitted was by Hymanson, Parnes, and Giampaolo, C.P.A. in accordance with the advertised request for proposal; and,

**WHEREAS**, it is in the best interest of the Authority to accept such proposal and to

award the contract for fiscal audit services in accordance with the general schedule submitted not to exceed the amount of \$8,535.00 ; and

**NOW, THEREFORE, BE IT RESOLVED,** that said proposal be accepted; and,

**BE IT FURTHER RESOLVED,** that this Resolution shall take effect immediately.

SYLVESTER ATTARDI, Chairman

Attested to:

  
Lawrence Stratton, Acting Secretary

I hereby certify that there is appropriate funding in the budget for said expenditures.

Meeting date: October 13, 2015

\_\_\_\_\_  
William Katchen, CPA.

Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded Paul Gulick. Vote 5-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer				X
Edward O'Connor	X			
Saverio Sagliocco				X
Lynn Ust	X			

4. Sylvester Attardi inquired about the status of the replacement window installation at Dohaney Homes. Mr. Stratton indicated that the contractor was still doing shop drawings as the age of the Dohaney Homes is such that today's standard windows do not fit.

5. Mr. Chubenko advised the Commissioners that the Authority prepped for the hurricane but did not need to implement the emergency plan.

6 No one from the public was present

8. There being no further business on hand at this time, a motion to adjourn was made by Paul Gulick and seconded by Lynn Ust. Vote 5-0.

**CERTIFICATION**

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a special meeting of the Board of Commissioners of the Authority duly called and held on October 13, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 13<sup>th</sup> day of October, 2015.



Lawrence Stratton, Acting Secretary  
of the Housing Authority of the City of South Amboy

**EXTRACTS FROM THE MINUTES OF THE  
SPECIAL MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON MONDAY December 1, 2015**

The meeting was convened and called to order and upon roll call those present and absent were as follows:

PRESENT

Sylvester Attardi  
Joseph Connors  
Paul Gulick  
Grace Hoffman-Spencer Via Phone

ABSENT

Edward O'Connor  
Saverio Sagliocco  
Lynn Ust

Also in attendance were Eric Chubenko, Acting Executive Director, Mark Noble, Assistant Director, Lawrence Stratton and Rae Anne Kukulski. At the meeting, the following items were discussed.

1. A Motion was made to table the Minutes and Bill List to the regular December meeting was made by Sylvester Attardi and seconded by Paul Gulick . Vote 4-0

2. Resolution 1128 to Increase Late Fees for Public Housing Lease was discussed. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded Joseph Connors . Vote 4-0.

**RESOLUTION NO:1128  
INCREASE LATE FEES PUBLIC HOUSING LEASE**

**WHEREAS**, the South Amboy Housing Authority desires to amend its late fees for the Public Housing lease, and;

**WHEREAS**, the Authority desires to replace the existing late fee language within the Public Housing lease with the following:

“Any rent payment received by South Amboy Housing Authority after the 7<sup>th</sup> calendar day of any month after it is due shall be subject to a late charge which will be due and payable immediately along with the monthly rent. The late charge shall be \$25.00 for every occurrence. Late charges assessed to a tenant by the Housing Authority shall be collectable as and deemed to be “additional rent”. The South Amboy Housing Authority reserves the right to modify the late charges set forth above.”

**WHEREAS**, the Authority desires to implement the new late fee language within the lease effective January 1, 2016 and will be applied to all leases upon the annual recertification date;

**NOW THEREFORE BE IT RESOLVED**, that the South Amboy Housing Authority shall replace the existing late fee language within the Public Housing lease with the following language:

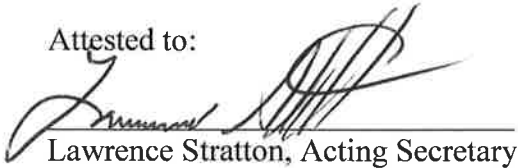
“Any rent payment received by South Amboy Housing Authority after the 7<sup>th</sup> calendar day of any month after it is due shall be subject to a late charge which will be due and payable immediately along with the monthly rent. The late charge shall be \$25.00 for every occurrence. Late charges assessed to a tenant by the Housing Authority shall be collectable as and deemed to be “additional rent”. The South Amboy Housing Authority reserves the right to modify the late charges set forth above.”

**BE IT FURTHER RESOLVED**, that the new late fee language within the lease shall be effective January 1, 2016 and will be applied to all leases upon the annual recertification date.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

SYLVESTER ATTARDI, Chairman

Attested to:



Lawrence Stratton, Acting Secretary

Meeting date: December 1, 2015

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded Joseph Connors. Vote 4-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Saverio Sagliocco				X
Lynn Ust				X

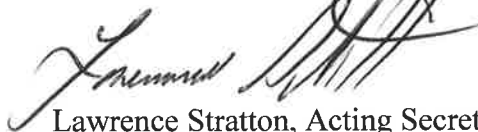
4. No one from the public was present

5. There being no further business on hand at this time, a motion to adjourn was made by Paul Gulick and seconded by Joseph Connors . Vote 4-0.

**CERTIFICATION**

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a December 1, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 1<sup>st</sup> day of December, 2015.

A handwritten signature in cursive script, appearing to read "Lawrence Stratton", written in black ink.

Lawrence Stratton, Acting Secretary  
of the Housing Authority of the City of South Amboy

**RESOLUTION NO:1128**  
**INCREASE LATE FEES PUBLIC HOUSING LEASE**

**WHEREAS**, the South Amboy Housing Authority desires to amend its late fees for the Public Housing lease, and;

**WHEREAS**, the Authority desires to replace the existing late fee language within the Public Housing lease with the following:

“Any rent payment received by South Amboy Housing Authority after the 7<sup>th</sup> calendar day of any month after it is due shall be subject to a late charge which will be due and payable immediately along with the monthly rent. The late charge shall be \$25.00 for every occurrence. Late charges assessed to a tenant by the Housing Authority shall be collectable as and deemed to be “additional rent”. The South Amboy Housing Authority reserves the right to modify the late charges set forth above.”

**WHEREAS**, the Authority desires to implement the new late fee language within the lease effective January 1, 2016;

**NOW THEREFORE BE IT RESOLVED**, that the South Amboy Housing Authority shall replace the existing late fee language within the Public Housing lease with the following language:

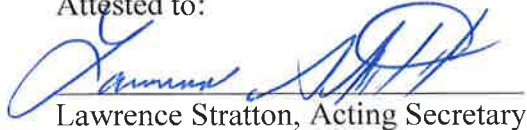
“Any rent payment received by South Amboy Housing Authority after the 7<sup>th</sup> calendar day of any month after it is due shall be subject to a late charge which will be due and payable immediately along with the monthly rent. The late charge shall be \$25.00 for every occurrence. Late charges assessed to a tenant by the Housing Authority shall be collectable as and deemed to be “additional rent”. The South Amboy Housing Authority reserves the right to modify the late charges set forth above.”

**BE IT FURTHER RESOLVED**, that the new late fee language within the lease shall be effective January 1, 2016.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

  
SYLVESTER ATTARDI, Chairman

Attested to:

  
Lawrence Stratton, Acting Secretary

Meeting date: December 1, 2015

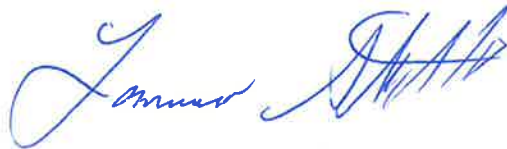
Resolution was introduced by Sylvester Attardi, moved by Joseph Connors and seconded Paul Gulick. Vote 4-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Saverio Sagliocco				X
Lynn Ust				X

### CERTIFICATION

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a Regular Meeting of the Board of Commissioners of the Authority duly called and held on December 1, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 1<sup>st</sup> dau of December 2015.



Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy



**EXTRACTS FROM THE MINUTES OF THE  
SPECIAL MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON MONDAY December 14, 2015**

The meeting was convened and called to order and upon roll call those present and absent were as follows:

PRESENT

Sylvester Attardi  
Joseph Connors  
Lynn Ust  
Grace Hoffman-Spencer  
Paul Gulick

ABSENT

Edward O'Connor  
Saverio Sagliocco

Also in attendance were Eric Chubenko, Acting Executive Director, Mark Noble, Assistant Director, Lawrence Stratton, Rae Anne Kukulski And Thomas E. Downs, IV Esq. At the meeting, the following items were discussed.

1. The bills for November and December, 2015 were discussed. A motion to pay the bills was made by Paul Gulick seconded by Joseph Connors. Vote 5-0

2. The Minutes of October 13, 2015 were discussed. A motion was made Paul Gulick to approve the minutes and seconded by Joseph Connors. Vote 4-0. Grace Hoffman - Spencer abstained.

3. Resolution 1129 for Emergency Repair to a Handicapped Ramp was discussed. Mr. Stratton indicated that a piece of the ramp to an ADA Unit occupied by a wheel chair resident broke off rendering the ramp a hazard for the tenant and the residents of Dohaney Homes. The maintenance men constructed a temporary ramp out the back door which is a safety hazard to the residents between the E and F Buildings. He indicated that the repair was emergent because of the safety and insurance liability issues. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Joseph Connors. Vote 5-0.

**RESOLUTION 1129  
EMERGENCY HANDICAP RAMP REPAIR**

**WHEREAS**, the South Amboy Housing Authority is in need of emergency repairs/replacement to a handicapped ramp at Dohaney Homes that effects the health safety and well being of the residents, and

**WHEREAS**, because of the threat to the health and welfare of the residents of Dohaney Homes complex it is in the best interest of the Authority to expeditiously act to assure the safety of the residents.

**WHEREAS**, the South Amboy Housing Authority, Lancha Construction Corp. has

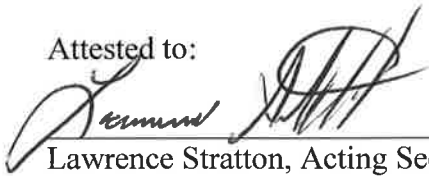
submitted a proposal for emergency repair/replacement of the handicapped ramp, and

**NOW, THEREFORE, BE IT RESOLVED,** that said proposal be accepted and,

**BE IT FURTHER RESOLVED,** that the contract is hereby awarded to Lancha Construction Corp., for repair/replacement of the handicapped ramp at Dohaney Homes.

**BE IT FURTHER RESOLVED,** that this Resolution shall take immediately.

Attested to:

  
Lawrence Stratton, Acting Secretary

SYLVESTER ATTARDI, Chairman

I hereby certify that there is appropriate funding in the budget for said expenditures.

Meeting date: December 14, 2015

---

William Katchen, CPA.

Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Joseph Connors. Vote 5-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Saverio Sagliocco				X
Lynn Ust	X			

4. Mr. Stratton advised the Commissioners that the window replacement project has started. 2 units are completed and 4 more are scheduled. The program will go on hiatus because of the Holidays and be resumed in January.

5. Mr Stratton advised the Commissioners that the Audit was completed. He is awaiting the results. Mr. Chubenko indicated that the auditor advised him that there were no findings.

6. Mr. Chubenko advised that the PHAS scores were in. The Authority received a score of 95, one of the highest in the State and a 3 year exemption for PHAS evaluation. He also indicated that the Authority will be changing payroll services which will save the Authority a considerable amount of money. He advised the Commissioners that the Senior's Christmas Luncheon would be on December 15<sup>th</sup> and that the Children's Christmas Party December 19th.

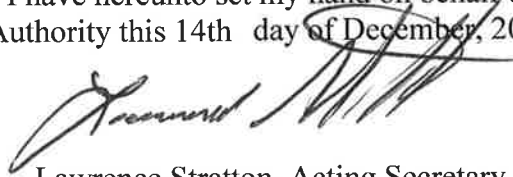
7. No one from the public was present

8. There being no further business on hand at this time, a motion to adjourn was made by Paul Gulick and seconded by Joseph Connors . Vote 5-0.

### CERTIFICATION

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a December 14, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 14th day of December, 2015.



Lawrence Stratton, Acting Secretary  
of the Housing Authority of the City of South Amboy

**RESOLUTION 1129  
EMERGENCY HANDICAP RAMP REPAIR**

**WHEREAS**, the South Amboy Housing Authority is in need of emergency repairs/replacement to a handicapped ramp at Dohaney Homes that effects the health safety and well being of the residents, and

**WHEREAS**, because of the threat to the health and welfare of the residents of Dohaney Homes complex it is in the best interest of the Authority to expeditiously act to assure the safety of the residents

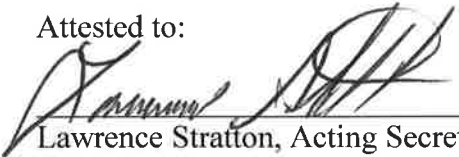
**WHEREAS**, the South Amboy Housing Authority, Lancha Construction Corp. has submitted a proposal for emergency repair/replacement of the handicapped ramp, and

**NOW, THEREFORE, BE IT RESOLVED**, that said proposal be accepted and,

**BE IT FURTHER RESOLVED**, that the contract is hereby awarded to Lancha Construction Corp., for repair/replacement of the handicapped ramp at Dohaney Homes.

**BE IT FURTHER RESOLVED**, that this Resolution shall take immediately.

Attested to:

  
Lawrence Stratton, Acting Secretary

SYLVESTER ATTARDI, Chairman

I hereby certify that there is appropriate funding in the budget for said expenditures.

Meeting date: December 14, 2015

\_\_\_\_\_  
William Katchen, CPA.

Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and Joseph Connors.

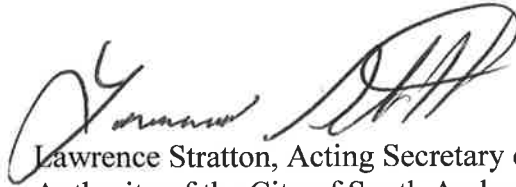
Vote 5-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi	X			
Joseph Connors	X			
Paul Gulick	X			
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Saverio Sagliocco				X
Lynn Ust	X			

**CERTIFICATION**

I, Lawrence Stratton, Acting Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a Regular Meeting of the Board of Commissioners of the Authority duly called and held on December 14, 2015, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 14th day of December 2015

A handwritten signature in cursive script, appearing to read 'Lawrence Stratton', is written over the typed name.

Lawrence Stratton, Acting Secretary of the Housing  
Authority of the City of South Amboy