

**EXTRACTS FROM THE MINUTES OF THE  
REGULAR MEETING OF THE HOUSING  
AUTHORITY OF THE CITY OF SOUTH AMBOY  
HELD ON TUESDAY JUNE 8, 2020**

The meeting was conducted by Zoom , 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 Mark Noble, Executive Director, Lawrence Stratton, Director of Operations, William Katchen, CPA and Thomas E. Downs, IV, Esq. At the reorganization meeting, the following items were discussed.

1. The bills for March, April and May 2020 were discussed. A motion to pay the bills was made by Edward O'Connor seconded by Joseph Connors. Vote 6-0.

2. The Minutes of February 10, 2020 were discussed. A motion was made by Edward O'Connor seconded by Grace Hoffman-Spencer. Vote 5-0. Paul Gulick Abstained.

3. Resolution 1203 mending the Annual Contributions Contract (ACC) was discussed. Mr. Katchen advised the Commissioners that HUD increased their capital contribution for the ACC. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Lynn Ust. Vote 6-0 .

**RESOLUTION 1203  
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 2020 capital funding assistance in the amount of **\$287,354.00** 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 Mark Noble, Secretary 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  
SYLVESTER ATTARDI,  
Vice-Chairman

Attested to:

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

Mark Noble  
MARK NOBLE, Secretary

William Katchen, CPA,

Meeting date: June 8, 2020

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Lynn Ust. 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. Resolution 1204 Fee Accounting Services was discussed. Mr. Stratton advised the Commissioners that William Katchen, CPA submitted the most responsive and responsible proposal. Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Grace Hoffman-Spencer Ust. Vote 6-0 .

**RESOLUTION NO. 1204**  
**FEE ACCOUNTING SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of fee accounting services from July 1, 2020 through June 30, 2021, 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 June 2, 2020 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:

  
Mark Noble Secretary

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

Meeting date: June 8, 2020

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

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Grace Hoffman-Spencer Ust. 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			

6. Resolution 1205 Fiscal Audit Services was discussed. Mr. Stratton advised the Commissioners that Hymanson, Parnes and Giampaolo, CPA submitted the most responsive and responsible proposal. Resolution was introduced by Sylvester Attardi, moved by Edward O'Connor and seconded by Paul Gulick, Vote 4-0 .

**RESOLUTION NO:1205**  
**FISCAL AUDIT SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of fiscal audit services from July 1, 2019 through June 30, 2020 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 June 2, 2020 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 \$ 9795.00; and

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

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

Resolution was introduced by Sylvester Attardi , moved by Grace Hoffman-Spencer 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			

7. Resolution 1206 Legal Services was discussed. Mr. Stratton advised the Commissioners that Thomas E. Downs, IV submitted the most responsive and responsible proposal. Resolution was introduced by Sylvester Attardi , moved by Edward O'Connor and seconded by Grace Hoffman-Spencer, Vote 6-0 .

**RESOLUTION NO. 1206**  
**LEGAL SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of legal services from July 1, 2020 through June 30, 2021, 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 June 2 , in accordance 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.

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

Attested to:

  
\_\_\_\_\_  
MARK NOBLE Secretary

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

Meeting date: June 8, 2020

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

Resolution was introduced by Sylvester Attardi , moved by Edward O'Connor and seconded by Grace Hoffman-Spencer, 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 1207 Introduction of Budget for Fiscal Year from July 1, 2020 to June 30, 2021 was discussed. Mr. Katchen advised the Commissioners that revenue expenses have been provided on a provisional basis subject to HUD confirming an additional amount. Resolution was introduced by Sylvester Attardi, moved by Paul Gulick and seconded by Lynn Ust. Vote 6-0 .

**RESOLUTION NO: 1207**  
**SOUTH AMBOY HOUSING AUTHORITY**  
**INTRODUCTION OF BUDGET FOR**  
**FISCAL YEAR: FROM: JULY 1, 2020 to JUNE 30, 2021**

**WHEREAS**, the Annual Budget and Capital Budget for the South Amboy Housing Authority for the fiscal year beginning July 1, 2020 and ending June 30, 2021 has been presented before the Members of the South Amboy Housing Authority at its open public meeting of June 8, 2020; 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 \$ 0.00 total appropriations, including any accumulated deficit if any, of \$ 0.00, and Fund Balance utilized of \$ 0.00; and

**WHEREAS**, the Capital Budget as introduced reflects total capital appropriations of \$ 0.00 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, 2020 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, 2020 and ending June 30, 2021 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 9, 2019.

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

Attested to:

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

  
\_\_\_\_\_  
**MARK NOBLE**, Secretary

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

Dated: June 8, 2020

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Lynn Ust. 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  
Lynn Ust

X

X

9. Resolution 1208 Write Off Collection Losses was discussed. Mr Noble indicated that the write offs are for tenants that were evicted from Authority Property. Mr. Stratton advised the Commissioners that Mr. Downs has instituted Collection proceedings against the tenants. Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Edward O'Connor. Vote 6-0 .

**RESOLUTION NO. 1208**

**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:

**DEBITS**

Ensman	\$ 5,908.00
Groc	<u>\$ 870.00</u>
<b>TOTAL</b>	<b>\$ 6,778.00</b>

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

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

Attested to:

  
\_\_\_\_\_  
Mark Noble, Secretary

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

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

Meeting date: June 8, 2020

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by 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			

10. Mr. Stratton informed the Commissioners that the Authority is in final stages of the heating replacement. He also indicated that paving of the road and the landscaping of the construction area is unsatisfactory. He has communicated this to the contractor who is required to remediate the area. With the increase in the capital contribution by HUD. He indicated that the Authority will try to get site work and continue the window replacement project. Mr. Statton remarked that the staff is doing a yeoman's job in keeping the Authority's public area clean and sanitized. He indicated that only a few tenants have tested positive for the virus but there are no reports of anyone being very sick.

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 Grace Hoffman-Spencer . Vote 6-0.

CERTIFICATION

I, Mark Noble, 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 the Reorganization and Regular meeting of the Board of Commissioners of the Authority duly called and held on February 10, 2020 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 10<sup>th</sup> day of February, 2020.



\_\_\_\_\_  
Mark Noble, Secretary of the Housing  
Authority of the City of South Amboy

**RESOLUTION 1203**  
**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 2020 capital funding assistance in the amount of **\$287,354.00** 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 Mark Noble, Secretary 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,  
Vice-Chairman

Attested to:

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

  
\_\_\_\_\_  
MARK NOBLE, Secretary

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

Meeting date: June 8, 2020

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Lynn Ust.  
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, Mark Noble, 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 June 8, 2020, 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 8th day of June, 2020.



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Mark Noble, Secretary of the Housing  
Authority of the City of South Amboy

**RESOLUTION NO. 1204**

**FEE ACCOUNTING SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of fee accounting services from July 1, 2020 through June 30, 2021, 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 June 2, 2020 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

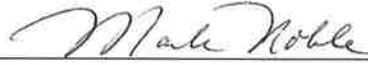
**NOW THEREFORE, BE IT RESOLVED**, that said proposal be accepted, and

**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:

  
\_\_\_\_\_  
Mark Noble Secretary

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

Meeting date: June 8, 2020

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

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Grace Hoffman-Spencer Ust. 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, Mark Noble 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 June 8, 2020, 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, 2020.

  
\_\_\_\_\_  
Mark Noble Secretary of the Housing  
Authority of the City of South Amboy

**RESOLUTION NO:1205**  
**FISCAL AUDIT SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of fiscal audit services from July 1, 2019 through June 30, 2020 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 June 2, 2020 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 \$ 9795.00; 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:

  
\_\_\_\_\_  
Mark Noble, Secretary

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

Meeting date: June 8, 2020

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


Resolution was introduced by Sylvester Attardi , moved by Grace Hoffman-Spencer and seconded by Paul Gulick. Vote 6-0 .

	<u>ROLL CALL</u>			
	<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, Mark Noble, 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 June 8, 2020, 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, 2020.

  
 \_\_\_\_\_  
 Mark Noble, Secretary of the Housing  
 Authority of the City of South Amboy

**RESOLUTION NO. 1206**  
**LEGAL SERVICES**

**WHEREAS**, the South Amboy Housing Authority is in need of legal services from July 1, 2020 through June 30, 2021, 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 June 2 , in accordance 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.

  
SYLVESTER ATTARDI, Chairman

Attested to:

  
MARK NOBLE Secretary

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

Meeting date: June 8, 2020

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William Katchen, CPA.



Resolution was introduced by Sylvester Attardi , moved by Edward O'Connor and seconded by Grace Hoffman-Spencer, 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			

**CERTIFICATION**

I, MARK NOBLE 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 June 8 2020, 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 8th day of June, 2020.



Mark Noble Secretary of the Housing  
Authority of the City of South Amboy

**RESOLUTION NO: 1207**

**SOUTH AMBOY HOUSING AUTHORITY  
INTRODUCTION OF BUDGET FOR  
FISCAL YEAR: FROM: JULY 1, 2020 to JUNE 30, 2021**

**WHEREAS**, the Annual Budget and Capital Budget for the South Amboy Housing Authority for the fiscal year beginning July 1, 2020 and ending June 30, 2021 has been presented before the Members of the South Amboy Housing Authority at its open public meeting of June 8, 2020; 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 \$ 2,781,252.00 total appropriations, including any accumulated deficit if any, of \$ 2,811,460.00, and Fund Balance utilized of \$ 30,208.00; and

**WHEREAS**, the Capital Budget as introduced reflects total capital appropriations of \$ 122,500.00 and Total Unrestricted Net Position 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 from 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, 2020 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, 2020 and ending June 30, 2021 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 covenants, 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 September9, 2019.

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

Attested to:

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

  
\_\_\_\_\_  
**MARK NOBLE**, Secretary

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

Dated: June 8, 2020

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by Lynn Ust. 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, Mark Noble, 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 June 8, 2020, 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 8th day of June, 2020.



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Mark Noble, Secretary of the Housing  
Authority of the City of South Amboy

**RESOLUTION NO. 1208**  
**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:

<b><u>DEBITS</u></b>	
Ensmann	\$ 5,908.00
Groc	<u>\$ 870.00</u>
 <b>TOTAL</b>	 <b>\$ 6,778.00</b>

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

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

Attested to:

  
 \_\_\_\_\_  
 Mark Noble, Secretary

I hereby certify that there is appropriate funding in The budget for said

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

Meeting date: June 8, 2020

Resolution was introduced by Sylvester Attardi , moved by Paul Gulick and seconded by 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, 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 June 8, 2020, 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, 2020.



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Mark Noble, Secretary of the Housing  
Authority of the City of South Amboy