

**EXTRACTS FROM THE MINUTES OF THE
REGULAR MEETING OF THE HOUSING
AUTHORITY OF THE CITY OF SOUTH AMBOY
HELD ON MONDAY APRIL 10, 2023**

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

	<u>PRESENT</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X	Edward O'Connor
Patricia Reagan	X	Rachel Draudt
Kathleen Diblasi	X	
Saverio Sagliocco	X	
Lynn Ust	X	

Also in attendance were Mark Noble, Executive Director Lawrence Stratton, Director of Operations, and Thomas E. Downs, IV, Esq.

1. The bills for April, 2023 were discussed. Ms Ust. asked about the Giampaolo & Associates Bill. Mr. Noble advised the Commissioners that he bill was for the Annual Audit that was conducted. The Report was provided to the Commissioners for review .. A motion to pay the bills was made by Lynn Ust seconded by Saverio Sagliocco . Vote 5-0.

2. The Minutes of March 13, 2023 were discussed. A motion was made by Kathleen Diblasi seconded by Saverio Sagliocco. Vote 5-0. Lynn Ust abstained.

3. Resolution 1248 to Acknowledge Receipt and Review of Audit Recommendations discussed. Mr.Stratton advised the Commissioners that annual audit was conducted with no findings. Board. Resolution was introduced by, Grace Hoffman-Spencer moved by Patricia Reagan and seconded Lynn Ust. Vote 5-0.

**RESOLUTION NO. 1248
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, 2022, 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, 2022, 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.

Attested to:



Mark Noble,
Secretary

Meeting Date: April 10, 2023

Grace Hoffman-Spencer, Chairwoman



Resolution was introduced by, Grace Hoffman-Spencer moved by Patricia Reagan and seconded Lynn Ust. Vote 5-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Saverio Sagliocco	X			
Lynn Ust	X			
Kathleen Deblasi	X			
Patricia Reagan	X			
Rachel Draudt				X

4. Resolution 1249 to Adoption of Budget for Fiscal Year: From: 7/1/2022 To: 6/30/2023 was discussed. Mr.Noble advised the Commissioners that budget was returned to the Authority approved by DCA. He indicated thathe spoke with Mr. Katchen who advised him that the Budget was eligible for the Commissioners approval. Resolution was introduced by, Grace Hoffman-Spencer moved by Patricia Reagan and seconded Lynn Ust. Vote 5-0.

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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, 2022, 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.


Grace Hoffman-Spencer, Chairwoman

Attested to:



Mark Noble,
Secretary
Meeting Date: April 10, 2023


Resolution was introduced by, Grace Hoffman-Spencer moved by Patricia Reagan and seconded Lynn Ust. Vote 5-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Saverio Sagliocco	X			
Lynn Ust	X			
Kathleen Deblasi	X			
Patricia Reagan	X			
Rachel Draudt				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 April 10, 2023 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 10th day of April, 2023.



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

**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, 2020, and, specifically, the sections of the audit report entitled "General Comments and Recommendations".

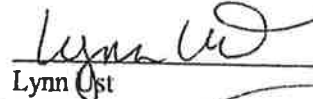
Edward O'Connor





Grace Hoffman-Spencer



Saverio Sagliocco



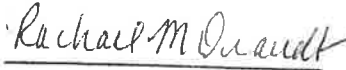
Lynn Ost



Kathleen Diblasi




Patricia Reagan



Rachel Draudt

Sworn to and subscribed before me
this 10th day of April, 2023.


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

RESOLUTION 1249
SOUTH AMBOY HOUSING AUTHORITY
ADOPTION OF BUDGET FOR
FISCAL YEAR: FROM: 7/1/2022 TO: 6/30/2023

WHEREAS, the Annual Budget and Capital Budget/Program for the South Amboy Housing Authority for the fiscal year beginning July 1, 2022 and ending, June 30, 2023 has been presented for adoption before the governing body of the South Amboy Housing Authority at its open public meeting of April 10, 2023; and

WHEREAS, the Annual Budget and 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 all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented introduced reflects total revenues of \$3,048,232.00 total appropriations, including any accumulated deficit if any, of \$ 3,063,390.00, and Fund Balance utilized of \$ 21,158.00; and

WHEREAS, the Capital Budget as introduced reflects total capital appropriations of \$ 720,000.00 and Total Unrestricted Net Position to be utilized as funding thereof, of \$ 0.00; and


NOW, THEREFORE BE IT RESOLVED, by the governing body of South Amboy Housing Authority, at an open public meeting held on June 8, 2020 and that the Annual Budget and Capital Budget/Program of the South Amboy Housing Authority for the fiscal year beginning, July 1, 2022 and, ending, June 30, 2023 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and 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 all amendments thereto, which have been approved by the Director of the Division of Local Government Services.


GRACE HOFFMAN-SPENCER, Vice-Chairwoman

Attested to:

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


MARK NOBLE, Secretary
Dated: April 10, 2023

WILLIAM KATCHEN, CPA.

Resolution was introduced by, Grace Hoffman-Spencer moved by Kathleen Deblasi and seconded Saverio Sagliocco. Vote 5-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Saverio Sagliocco	X			
Lynn Ust	X			
Kathleen Deblasi	X			
Patricia Reagan	X			
Rachel Draudt				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 April 10, 2023, 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 10th day of April, 2022.



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