

**EXTRACTS FROM THE MINUTES OF THE
REORGANIZATION AND REGULAR MEETING OF THE HOUSING
AUTHORITY OF THE CITY OF SOUTH AMBOY
HELD ON WEDNESDAY FEBRUARY 3, 2021**

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

PRESENT

Joseph Connors
Grace Hoffman-Spencer
Edward O'Connor
Saverio Sagliocco

ABSENT

Sylvester Attardi
Lynn Ust

Also in attendance were Mark Noble, Executive Director, Lawrence Stratton, Director of Operations, William Katchen CPA by telephone and Thomas E. Downs, IV, Esq. At the reorganization meeting, the following items were discussed.

1. A motion was introduced by Joseph Connors to nominate Mark Noble as Chairman Pro Term. The Motion was seconded by Saverio Sagliocco. Approved 4-0.

2. A motion was introduced by Grace Hoffman-Spencer to nominate Edward O'Connor as Chairman. The Motion was seconded by Joseph Connors. There were no further nominations. Approved 4-0.

3. A motion was introduced by Joseph Connors to nominate Grace Hoffman-Spencer as Vice Chairman. The Motion was seconded by Edward O'Connor. There were no further nominations. Approved 4-0.

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

5. A motion was introduced by Joseph Connors to name the Home News and Tribune and the Housing Authority's Website as official publications of the Authority. The motion was seconded by Saverio Sagliocco. Approved 4-0.

6. A motion was introduced by Joseph Connors seconded by Saverio Sagliocco to hold the meetings of the Authority at McCarthy Towers for the next year as follows:

FEBRUARY 8, 2021
MARCH 8, 2021
APRIL 12, 2021
MAY 10, 2021
JUNE 14 2021

JULY 12 2021
AUGUST 9,2021
SEPTEMBER 13, 2021
OCTOBER 12, 2021 (Tuesday)
NOVEMBER 8, 2021
DECEMBER 13, 2021
JANUARY 11, 2022 (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 4-0.

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

7. The bills for December , 2020 and January 2021 were discussed. Mr. Stratton indicated that the Bill for the Joint Insurance fund in the amount of \$ 88, 606.00 was omitted from the January bill list . He indicted that it would be paid in 2 payments, one immediately and one in June. A motion to pay the bills as amended was made by Joseph Connors seconded by Saverio Sagliocco. Vote 4-0

8. The Minutes of November 9, were tabled.

9. Resolution 1213 to Commemorate Commissioner Paul Gulick was discussed Resolution was introduced and read into the record by Edward O'Connor, moved by Grace Hoffman-Spencer and seconded Joseph Connors. Vote 4-0

RESOLUTION 1213
TO COMMEMORATE COMMISSIONER GULICK

_____ **WHEREAS**, Almighty God in His infinite wisdom has seen fit to call Paul Gulick from our midst and to his heavenly reward on December 14, 2020; and

WHEREAS, Paul Gulick was a faithful and valuable public servant serving the City of South Amboy as Commissioner of the Housing Authority since September 2011, for many years; and

WHEREAS, he was warmly respected, admired, beloved and esteemed by all of the Commissioners and employees of this Authority; and

WHEREAS, he was warmly respected, admired, beloved and esteemed and a friend to all of the tenants; and

WHEREAS, during the course of his duties, he was able to provide safe sanitary and equitable housing for many families through his diligent efforts; and

WHEREAS, the Commissioners of the Authority are deeply saddened by the passing of Paul Gulick; and


WHEREAS, the Authority has suffered a severe and substantial loss by the passing of Paul Gulick.

NOW THEREFORE, BE IT RESOLVED that the Commissioners of the South Amboy Housing Authority bow their heads in deep remembrance of our beloved and worthy Commissioner Paul Gulick.

BE IT FURTHER RESOLVED, that the Commissioners of the South Amboy Housing Authority express their condolences to the family of Paul Gulick.


EDWARD O'CONNOR, Chairman

Attested to:


MARK NOBLE
Secretary

Meeting date: February 3, 2021

Resolution was introduced by Edward O'Connor, moved by Grace Hoffman-Spencer 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			
Grace Hoffman-Spencer	X			
Edward O'Connor	X			
Saverio Sagliocco	X			
Lynn Ust				X

10. Resolution 1214 to Amend the Personnel Policy was discussed. Mr Stratton indicated to the Commissioners that the amendment to the personnel policy was to permit employees to work from home in emergencies. It was recommended by the JIF in response to the pandemic and a claim submitted by a member's employee that was injured during her employment at home. Resolution was introduced by Edward O'Connor, moved by Joseph Connors and seconded Grace Hoffman-Spencer. Vote 4-0

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MARK NOBLE
Secretary

Meeting date: February 3, 2021


Resolution was introduced by Edward O'Connor, moved by Grace Hoffman-Spencer 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			
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 February 3, 2021, 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 3rd day of February, 2021.


MARK NOBLE, Secretary
of the Housing Authority of the City of South Amboy

RESOLUTION NO. 1214
RESOLUTION TO AMEND THE PERSONAL POLICY

WHEREAS, the Housing Authority of South Amboy desires to amend its personnel policy to permit working from home during emergencies, and;


WHEREAS, after consultation with the Authority's Joint Insurance Fund and General Counsel, they believe the amendments to be prudent for the future operations of the Authority, and;

WHEREAS, it is desired to amend the personnel policy to permit employees to work from home during emergencies, and;

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the South Amboy Housing Authority, that the Authority's Personnel Policy be amended to permit employees to work from home during emergencies.


EDWARD O'CONNOR, Chairman

Attested to:


MARK NOBLE
Secretary

Meeting date: February 3, 2021

Resolution was introduced by Edward O'Connor, moved by Joseph Connors and seconded Grace Hoffman-Spencer. Vote 4-0.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Sylvester Attardi				X
Joseph Connors	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 February 3, 2021, 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 3rd day of February, 2021.



MARK NOBLE, Secretary
of the Housing Authority of the City of South Amboy

RESOLUTION 1215
SOUTH AMBOY HOUSING AUTHORITY
ADOPTION OF BUDGET FOR
FISCAL YEAR: FROM: 7/1/2020 TO: 6/30/2021

WHEREAS, the Annual Budget and Capital Budget/Program for the South Amboy Housing Authority for the fiscal year beginning July 1, 2020 and ending, June 30, 2021 has been presented for adoption before the governing body of the South Amboy Housing Authority at its open public meeting of June 8, 2020; 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 \$ 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

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, 7/1/20 and, ending, 6/30/21 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.



EDWARD O'CONNOR, Chairman

Attested to:

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



MARK NOBLE, Secretary
Dated: February 3, 2021


WILLIAM KATCHEN, CPA.

Resolution was introduced by Edward O'Connor, moved by Joseph Connors and seconded Saverio Sagliocco. Vote 4-0.

12. No one from the public was present.

13. Mr. Stratton indicated that the Authority was required to hire a Risk Management Consultant by the JIF. The payment for the manager would be undertaken by the JIF at no cost to the Authority. The JIF's recommendation was Reliance Insurance Group. A motion was made by Edward O'Connor and seconded by Saverio Sagliocco to retain the services of Reliance Insurance Group. Vote 4-0.

14. Mr. Noble informed the Board that former Chairman Attardi will be resigning as a Commissioner. Chairman O'Connor asked if there is a search for a new resident Commissioner to replace Mr. Gulick. Mr. Noble and Mr. Stratton indicated that search has already begun.

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

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 3, 2021 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 3rd day of February, 2021.



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