

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
DECEMBER 8, 2015

TIME: 6:00 P.M.

PLACE: Conference Room, Morris Mews Senior Citizen Complex, West Hanover Avenue and Ketch Road, Morris Township, New Jersey

CALL TO ORDER: Chairman Koldewyn called the meeting to order at 6:00 P.M.

ROLL CALL: Chairman Koldewyn requested that the roll be called.

PRESENT

Commissioner Dolan
Commissioner Hall
Commissioner Tappen
Vice Chairman Ricciardelli
Chairman Koldewyn

ABSENT

Commissioner Denecke
Commissioner Schramm

Also attending meeting:

Roberta L. Strater, Executive Director
Lucille Favale, Deputy Executive Director
Cathy Nolan, Day Pitney LLP

Chairman Koldewyn read adequate notice to the public.

I hereby announce and state that adequate notice of this meeting being held on this eighth day of December 2015 was provided by the Executive Director of the Housing Authority of the County of Morris by preparing a notice specifying the time, date and place of this meeting. Posting such notice on the bulletin board at Morris Mews Housing Project and filing said notice with the Clerk and the Daily Record, which was published in the Daily Record. I hereby hand a copy of such notice to the Executive Director of the Housing Authority of the County of Morris for inclusion in the minutes of this meeting, all of the above in accordance with N.J.S.A. 10:4-6et.seq. "Open Public Meetings Act."

Minutes – A motion was made by Commissioner Hall and seconded by Commissioner Dolan Approving the Minutes of Regular Meeting of November 10, 2015. The following votes were cast:

AYES

Commissioner Dolan
Commissioner Hall
Vice Chairman Ricciardelli
Commissioner Tappen
Chairman Koldewyn

ABSTAIN

NAYS

Chairman Koldewyn declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Hall seconded by Vice Chairman Ricciardelli Approving the Schedule of Payments for December 8, 2015. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Dolan		
Commissioner Hall		
Commissioner Tappen		
Vice Chairman Ricciardelli		
Chairman Koldewyn		

Chairman Koldewyn declared said motion carried.

Resolution 2015 - 48 - A motion was made by Vice Chairman Ricciardelli and seconded by Commissioner Dolan Amending Award of Contract for Floor Finishes at the Housing Authority of the County of Morris Complexes. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Dolan		
Commissioner Hall		
Commissioner Tappen		
Vice Chairman Ricciardelli		
Chairman Koldewyn		

Chairman Koldewyn declared said motion carried.

Resolution 2015 - 49 - A motion was made by Commissioner Hall and seconded by Commissioner Tappen Appointing Accounting Firm to **Polcari & Company**. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Dolan		
Commissioner Hall		
Commissioner Tappen		
Vice Chairman Ricciardelli		
Chairman Koldewyn		

Chairman Koldewyn declared said motion carried.

Resolution 2015 - 50 - A motion was made by Commissioner Hall and seconded by Commissioner Dolan Appointing Auditor to **Hymanson, Parnes & Giampaolo**. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Dolan		
Commissioner Hall		
Commissioner Tappen		
Vice Chairman Ricciardelli		
Chairman Koldewyn		

Chairman Koldewyn declared said motion carried.

Resolution 2015 - 51 - The Board discussed the appointment of Counsel to the Housing Authority and felt that the appointment of Douglas Henshaw of Day Pitney, LLP as our legal counsel is a benefit to the Housing Authority from current and historical perspective. Mr. Henshaw land use expertise and knowledge of local municipal law is important to the well-organized operations of the Housing Authority County of Morris.

A motion was made by Vice Chairman Ricciardelli and seconded by Commissioner Hall Appointing Attorney to **Day Pitney, LLP**. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Dolan		
Commissioner Hall		
Commissioner Tappen		
Vice Chairman Ricciardelli		
Chairman Koldewyn		

Chairman Koldewyn declared said motion carried.

Resolution 2015 - 52 - A motion was made by Vice Chairman Ricciardelli and seconded by Commissioner Tappen to Write-Off Uncollectible Tenant Account Receivable. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Dolan		
Commissioner Hall		
Commissioner Tappen		
Vice Chairman Ricciardelli		
Chairman Koldewyn		

Chairman Koldewyn declared said motion carried.

Resolution 2015 - 53 - A motion was made by Commissioner Tappen and seconded by Vice Chairman Ricciardelli Appointing a Fund Commissioner. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Dolan		
Commissioner Hall		
Commissioner Tappen		
Vice Chairman Ricciardelli		
Chairman Koldewyn		

Chairman Koldewyn declared said motion carried.

Morris County Affordable Housing Corporation

Monroe Street

Ms. Strater reported that we wrote a letter to Tim Quinn, Administrator in Morris Township, requesting Housing Trust Funds for Monroe Street and Carlton Street. Mr. Henshaw advised that Mr. Quinn stated that the Township is awaiting Court approval of Spending Plans.

Carlton Street

Ms. Strater reported the project is moving along. The windows and doors are installed.

Franklin Road

Ms. Strater reported that we have had discussions with Morris Habitat to work with us on this project. The area is a flood hazard area. We are working with Omland since they provide services to Habitat at no cost to them. Working with Habitat may be the only way we will be able to build this project.

Report of Committees

None

Resolution 2015 - 54 - A motion was made by Commissioner Tappen and seconded by Vice Chairman Ricciardelli Authorizing Executive Session at 6:23pm. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Dolan		
Commissioner Hall		
Commissioner Tappen		
Vice Chairman Ricciardelli		
Chairman Koldewyn		

Chairman Koldewyn declared said motion carried.

The Board of Commissioners exited Executive Session at 6:29pm.

New Business

Old Business

Adjournment

A motion was made by Vice Chairman Ricciardelli and seconded by Commissioner Hall to adjourn the meeting. All were in favor. Meeting adjourned at 6:34pm.

Date Adopted

Roberta L. Strater, Director/Secretary

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE EXECUTIVE SESSION
DECEMBER 8, 2015

PRESENT

Commissioner Dolan
Commissioner Hall
Commissioner Tappen
Vice Chairman Ricciardelli
Chairman Koldewyn

Ms. Strater reported of a tenant at Morris Mews who passed away. He had three siblings, one ex-wife and two children who are deceased. His girlfriend is the executor named on his Will. She doesn't want to be named executor because the tenant had a large amount of credit card debt.

Ms. Nolan, Attorney from Day Pitney LLP, reported that she has sent notices as abandoned property and a notice to the girlfriend. Ms. Nolan stated that we could go to court for Warrant of Removal. We could put the contents of his apartment in storage. If we put his belongings in storage and then turn them over to the court, this can only be done if we do not find a Will in the apartment.

Ms. Strater stated that staff will be entering the apartment this week to take pictures of the belongings and locate a Will. We will inform Mr. Henshaw and Ms. Nolan of our findings.

A motion was made by Commissioner Hall and seconded by Vice Chairman Ricciardelli to exit from Executive Session at 6:29pm.

Date Adopted

Roberta L. Strater, Director/Secretary

Note: These minutes will not be released until this matter is resolved.