

Administration Building
125 Chestnut Street, Boonton, NJ 07005

Regular Board Meeting

MINUTES

Wednesday, August 22, 2018

Vice Chairperson called the meeting to order at 7:28pm at the Boonton Housing Authority Administration Office, 125 Chestnut Street, Boonton, NJ 07005

ROLL CALL

Amjad Rashid, Chairperson	Absent
Ginny Dolce, Vice-Chairperson	Present
Stephen F. Stross, Jr., Commissioner	Absent
Paul Nevadomski, Commissioner	Absent
Lynn D. Schinman, Commissioner	Present
Mildred Ariemma, Commissioner	Present
Leonardo Moyoli, Commissioner	Absent

OTHERS PRESENT

ADEQUATE NOTICE

Chairperson's Statement: Adequate Notice of Meeting Pursuant to the requirement of the Open Meetings Act, I announce and direct the Secretary of

the Boonton Housing Authority Board of Commissioners to enter the minutes of this meeting an accurate statement to the effect that:

"Notice of the meeting has been provided by filing a Notice of this meeting with the Town of Boonton Town Hall, by posting a Notice of this

meeting on the bulletin board of the Boonton Housing Authority's Riverview Apartments, the Administration Building, and by publication of this

Notice in in the **Daily Record on January 8, 2018 and in the Citizen of Morris County Newspaper on January 10, 2018 for the new calendar year of 2018.**

ALL BOARD BUSINESS WAS TABLED EXCEPT FOR THE RESOLUTIONS UNTIL THE NEXT BOARD MEETING IN OCTOBER 2018.

ALL COMMISSIONERS PRESENT VOTED IN THE AFFIRMATIVE. NONE WERE OPPOSED.

MINUTES – TABLED

BE IT RESOLVED THAT, the Board of Commissioners of the Housing Authority of the Town of Boonton **tabled** the **Minutes** for the following months:

March, July, 2018 **The February meeting was cancelled.**

Motioned: Commissioner

Seconded: Commissioner

BE IT RESOLVED THAT, the Board of Commissioners of the Housing Authority of the Town of Boonton **approve** the **Minutes** for the following months:

June 27, 2018

Motioned: Commissioner

Seconded: Commissioner

APPROVAL OF THE MONTHLY SCHEDULE OF VOUCHERS/BILLS - Tabled

For the BHA Management Program and the Section 8 Housing Choice Voucher program have been approved by the Board of Commissioners for the month(s)

July 2018

Motioned: Commissioner

Second: Commissioner

REPORT OF SECRETARY/TREASURER/STAFF - Tabled

- **FSS Report -**
- **HCV Report**
- **Wait List Management/Word order report**
- **Property Management report**
- **Asset Manager report**
- **Maintenance Report**

CORRESPONDENCE - Tabled

OLD BUSINESS - Tabled

NEW BUSINESS - Tabled

RESOLUTIONS

Resolution #2005 Authorized signatures for Lakeland Bank

RESOLUTION #2005 A RESOLUTION BY THE BOARD OF COMMISSIONERS OF HOUSING AUTHORITY OF THE TOWN OF BOONTON TO AUTHORIZE AND APPROVE THE FOLLOWING BOARD MEMBERS AND STAFF MEMBERS THE POWER TO SIGN FINANCIAL DOCUMENTS ON BEHALF OF THE AUTHORITY

Commissioner Nevadomski motioned to accept Resolution #2005 as presented. Commissioner Ariemma seconded the motion. All Commissioners voted in the Affirmative. No one present was opposed.

WHEREAS, the Housing Authority of the Town of Boonton requires 3 signatures on all checks written on behalf of the Boonton Housing Authority to fulfill its obligations, accountability and fiduciary responsibility; and

WHEREAS, there has been a change in Board members, which require the Board of Commissioners to authorize and approve a new authorization resolution to updated the authorized signators to be responsible for signing financial documents on behalf of the Authority as follows:

Amjad Rashid, Chairperson
Virginia Dolce, Vice Chairperson
Sherry L. Sims, Executive Director
Leonardo Moyoli, Jr.
Mark Bizzarro, Asset Manager/ Administrative Assistant

For the following banks:

Lakeland Bank
Connect One
Wells Fargo Bank
Bank of America

WHEREAS, all bank resolutions require 3 original signatures-- 2 board members and 1 staff person; and/or 2 staff persons and 1 Board member. Two signatures must always be original signatures, and only one can be a "stamped signature" on any given check at any given time.

WHEREAS, all of the above referenced banks will require the Board of Commissioners and staff to sign their individual bank corporate authorization resolutions.

NOW, THEREFORE BE IT RESOLVED THAT, the Board of Commissioners of the Housing Authority of the Town of Boonton authorize and approve the above designated Board of Commissioners and/or Boonton Housing Authority staff persons to sign financial documents in accordance with the policies and regulations already established by the Housing Authority of the Town of Boonton.

Resolution#2006 Authorized signatures for Bank of Amer

**RESOLUTION #2006 A RESOLUTION BY THE BOARD OF
COMMISSIONERS OF HOUSING AUTHORITY OF THE TOWN OF BOONTON
TO AUTHORIZE AND APPROVE THE FOLLOWING BOARD MEMBERS AND
STAFF MEMBERS THE POWER TO SIGN FINANCIAL DOCUMENTS ON
BEHALF OF THE AUTHORITY**

Commissioner Schinman motioned to accept Resolution #2006 as presented.
Commissioner Ariemma seconded the motion. All Commissioners present voted in
the affirmative. No one present was opposed.

WHEREAS, the Housing Authority of the Town of Boonton requires 3 signatures
on all checks written on behalf of the Boonton Housing Authority to fulfill its
obligations, accountability and fiduciary responsibility; and

WHEREAS, there has been a change in Board members, which require the Board of
Commissioners to authorize
and approve a new authorization resolution to update the authorized signatories to
be responsible for signing financial documents on behalf of the Authority as follows:

Amjad Rashid, Chairperson
Virginia Dolce, Vice Chairperson
Sherry L. Sims, Executive Director
Leonardo Moyoli, Jr.

For the following banks:

Lakeland Bank
Connect One
Wells Fargo Bank
Bank of America

WHEREAS, all bank resolutions require 3 original signatures-- 2 board members
and 1 staff person; and/or 2 staff persons and 1 Board member. Two signatures must
always be original signatures, and only one can be a "stamped signature" on any
given check at any given time.

WHEREAS, all of the above referenced banks will require the Board of
Commissioners and staff to sign their individual bank corporate authorization
resolutions.

NOW, THEREFORE BE IT RESOLVED THAT, the Board of Commissioners of
the Housing Authority of the Town of Boonton authorize and approve the above
designated Board of Commissioners and/or Boonton Housing Authority staff
persons to sign financial documents in accordance with the policies and regulations
already established by the Housing Authority of the Town of Boonton.

A roll call was taken and all Commissioners present voted in the
affirmative. Resolution 2006 was passed.

RESOLUTION # 2007 RESOLUTION TO AUTHORIZE AND APPROVE THE WRITE-OFF OF RENTAL COLLECTION LOSSES AND APARTMENT DAMAGES FROM ALISHA MCGREGOR RIVERVIEW APARTMENTS, 122 PLANE STREET, APT. 6A, BOONTON, NJ IN THE AMOUNT OF \$26,883.00 FOR NON-PAYMENT OF RENT AND FRAUD AND OTHER CHARGES.

Commissioner Nevadomski

WHEREAS Aisha McGregor head of household and, former tenants who resided at Riverview Apartments, 122 Plane Street, Apt 6A, Boonton, NJ was evicted for fraud; and unpaid rent and other charges; and

WHEREAS, Aisha McGregor was evicted from the apartment, leaving all her personal possessions behind and the apartment was declared inhabitable; and

WHEREAS: the security deposit in the amount of \$653.44 was deducted from the total charges due, leaving a balance of \$26,883.56 due and payable to the Boonton Housing Authority; and

WHEREAS: the Board of Commissioners of the Housing Authority of the Town of Boonton deem the above account uncollectible in the amount of \$26,229.56 and written off the books for fiscal year end 9/30/2018; and

WHEREAS: the Board of Commissioners of the Housing Authority will direct the staff to continue to pursue collection of this debt and garnishment of wages.

THEREFORE, BE IT RESOLVED THAT: The Housing Authority of the Town of Boonton will pursue the steps for collection of the account of Aisha McGregor in accordance with the Housing Authority of the Housing Authority of the Town of Boonton's Write-Off of vacated tenant accounts policy.

Commissioners	Aye	Nay	Abstain	Absent
A. Rashid				x
S. F. Stross, Jr.				x
G. Dolce	x			
P. Nevadomski	x			
L. Schinman	x			
M. Ariemma	x			
L. Moyoli, Jr.				x

A roll call was taken and all Commissioners present voted in the affirmative. Resolution #2007 was passed.

COMMENTS FROM THE PUBLIC:

Any other business that may properly come before the Board of Commissioners of the Housing Authority of the Town of Boonton.

ADJOURNMENT

Motion to Adjourn by: Commissioner Nevadomski

Second the Motion by: Commissioner Schinman

Time the Meeting adjourned: 7:40PM by Vice Chairperson Dolce