

# SECAUCUS HOUSING AUTHORITY

## Proposed Agenda

### **Regular Meeting-4/27/23 • 7:00 P.M. • Kroll Heights, 700 County Avenue**

1) Roll Call

2) Opening Statement:

"Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of an Annual Meeting Notice with the Municipal Clerk, the posting of said notice on the official bulletin board in the Municipal Government Center, and delivery of same to the Jersey Journal December 12, 2022. This body wishes to advise you that, in accordance with N.J.S.A. 26:3D (1), et seq. (Smoking in Public Buildings), smoking is prohibited while this body is in open or closed session".

3) Flag Salute

4) Annual Reorganization

5) Remarks of Citizens:

6) Minutes–Regular Meeting March 23, 2023

7) Payment of Claims: April

8) Committee Reports:

#### **Finance Committee**

**Resolution: #2023-11** Approval of Cash Management Plan

**Resolution: #2023-12** Indemnification Resolution-Civil

- Insurance Claim Reconciliation for water damage at The Elms, 777 Fifth Street on 3.29.23
- Monthly Account Balances Report

#### **Professional Services Committee**

- No business

#### **Personnel Committee**

- **Resolution #2023-13** • Hiring of Tanya Oquendo as Bookkeeper Clerk
- Posting of Resident Service Coordinator position for June hiring (Job Description)
- Mlak Hassan – Summer Intern – utilizing NJNAHRO program (Resume included)

#### **Policy Committee**

- Report on Smoking Enforcement Actions

#### **Buildings & Grounds**

- **Resolution #2023-14** Award of Contract for the interior painting of 600 County Avenue.
- **Resolution #2023-15** Rejection of bids for Removal and Replacement of EIFs and Windows at 777 Fifth Street
- Update on Excel Elevator/Escalator Modernization of Elevator Equipment at 600 County Ave

#### **Housing Choice Voucher (HCV) Program**

- HCV Program Report February through April
- **Resolution #2023-16** Approval of the Submission of Section Eight Management Assessment Program (SEMAP) Certification form to HUD

#### **Correspondence**

- Letter from Municipal Clerk regarding the submission of your Financial Disclosure Form online.
- NJNAHRO April 2023 Newsletter

#### **Other**

9) Old Business:

- Staff attendance at PHA-Web and NJNAHRO conferences

10) New Business:

11) Executive Director's Report

12) Remarks of Citizens:

13) Adjournment