

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF RAHWAY, HELD MARCH 14, 2024 AT
165 EAST GRAND AVENUE, RAHWAY, NEW JERSEY

The meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited by all in attendance. Chairman Pekarofski stated that adequate meeting notice requirements, as prescribed by NJ Sunshine Law, had been met.

Roll Call:

Upon roll call Commissioners Gonzalez, Lesinski, Pekarofski, Brooks and Simon answered present. Commissioners Thomas and Thomas-Petit were absent. Also in attendance were Attorney Testino and Accountant Ciarrocca.

Approval of Minutes:

Chairman Pekarofski requested a mover and seconder for approval of minutes of December 7th. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the minutes were approved by a vote of five (5) Ayes and two (2) Absent.

Director's Report: Ms. Wenson Maier

Redevelopment Team is applying to HUD to reduce # of bedrooms in units so that families will be right sized. 26 out of 58 families have been relocated so far and maintenance is completing renovations to 1st floor flood damaged units. RHA plan is to fill buildings A and B with families at Kennedy. The school has agreed to bus the grammar school children to Columbia school so they can remain with their friends and teachers.

The developer has received approval of funding and financing by HMFA, and Bank.

MDRR reports on each building.

Filed the final 2023 IROC and will now prepare the quarterly IROC for Jan, Feb, March

Paid health insurance for first three months and will be submitting pension payment at end of March.

Hired Nan McKay for a 3 day session in April to update our ACOP with the latest HOTMA regulations

Gia, Rodney and Jennifer attended online HOTMA training.

N'SPIRE inspections are causing housing authorities to fail inspections due to unrealistic requirements, even though staff has been trained on new regulations.

Rahway Planning Board provided a Resolution of Support for the redevelopment project.

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The new exterminating company, Western Pest, has been much more effective than prior company.

Jennifer has been working with Martha on some bookkeeping tasks to get her up to speed on payroll, salary projections, utility reports and bank reconciliations.

Numerous units in 165, 337 and Kennedy are being renovated.

JA Montgomery completed their safety inspection. Items noted were corrected and a safety manual is being prepared.

Bills List: Chairman Pekarofski requested a mover and seconder for approval of the December, January and February Bills List. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of five (5) Ayes and two (2) Absent.

Resolutions: None

Public Hearing:

PUBLIC NOTICE

The Rahway Housing Authority has developed its 2024/2025 Agency Plan and 5 Year Plan in compliance with the Quality Housing and Work Responsibility Act of 1998. It will be available for review at the Authority office located at 165 East Grand Avenue, Rahway, New Jersey on Monday, March 11, 2024 between the hours of 9:00 AM and 3:00 PM. A public hearing will be held on March 14, 2024 at 7:30 pm at the Authority's office.

Jennifer Wenson Maier

Executive Director 03/12/2024

Public Comment:

There being no members of the public present; this portion of the meeting was closed.

Financial Matters: Financial report will be available at the April Meeting.

Legal Matters: Attorney Testino forwarded Flood Risk Notification Law to Ms. Maier. This notification specifies that any lease for a tenant placed in a unit that is at risk of flood damage must have that information specified in their lease.

Old Business:

There being no Old Business; this portion of the meeting was closed.

New Business:

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March 14, 2024
Regular Meeting

There being no New Business; this portion of the meeting was closed.

Chairman Comments:

Chairman Pekarofski thanked everyone for attending the meeting.

Adjournment:

There being no further business before the Board of Commissioners, upon a motion by Commissioner Simon, seconded by Commissioner Gonzalez, the meeting was adjourned at 8:30 pm, by unanimous consent.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'JW Maier', written in a cursive style.

Jennifer Wenson Maier
Executive Director/Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF RAHWAY, HELD APRIL 11, 2024 AT
165 EAST GRAND AVENUE, RAHWAY, NEW JERSEY

The meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited by all in attendance. Chairman Pekarofski stated that adequate meeting notice requirements, as prescribed by NJ Sunshine Law, had been met.

Roll Call:

Upon roll call Commissioners, Lesinski, Pekarofski, Thomas and Simon answered present. Commissioners Gonzalez, Brooks and Thomas-Petit were absent. Also in attendance were Attorney Testino and Accountant Ciarrocca.

Approval of Minutes:

Chairman Pekarofski requested a mover and seconder for approval of minutes of March 14, 2024. Upon a motion by Commissioner Simon, seconded by Commissioner Lesinski, the minutes were approved by a vote of four (4) Ayes and three (3) Absent.

Director's Report: Ms. Wenson Maier

Ms. Wenson Maier reported on the proposed budget.

Bills List: Chairman Pekarofski requested a mover and seconder for approval of the March Bills List. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of four (4) Ayes and three (3) Absent.

Resolutions:

RESOLUTION NO. 1717

RESOLUTION AUTHORIZING THE ADOPTION OF A 5-YEAR PLAN, ANNUAL PLAN, AND FY2024 CAPITAL FUND PROGRAM.

Chairman Pekarofski requested a mover and seconder for Resolution No. 1717. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of four (4) Ayes and three (3) Absent.

RESOLUTION NO. 1718

CONFIRMATION AND APPROVAL OF THE 2024 FLAT RENTS TO UPDATE THE 2024 FLAT RENTS IN ACCORDANCE WITH HUD PUBLIC HOUSING RENT PROGRAMS OR THE TWELVE MONTH PERIOD STARTING JANUARY 1, 2024 TO DECEMBER 31, 2024.

Chairman Pekarofski requested a mover and seconder for Resolution No. 1718. Upon a

JWM

April 11, 2024

Approved Regular Meeting

motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of four (4) Ayes and three (3) Absent.

PUBLIC NOTICE Housing Authority of the City of Rahway Notice is hereby given that a Meeting of the Housing Authority of the City of Rahway will be held in the Community Room at 165 East Grand Avenue, Rahway, NJ on Thursday, April 11, 2024 at 7:30 PM for the following purpose: To adopt 5 Year and Annual Plan, and to approve FY 2024 Capital Fund Program. Jennifer Wenson Maier, Executive Director 03/22/2024

Public Comment:

There being no members of the public present; this portion of the meeting was closed.

Financial Matters: Financial report will be available at the May Meeting. State Budget will be submitted.

Legal Matters: No comment

Old Business: There being no Old Business; this portion of the meeting was closed.

New Business: There being no New Business; this portion of the meeting was closed.

Chairman Comments:

Chairman Pekarofski thanked everyone for attending the meeting.

Adjournment:

There being no further business before the Board of Commissioners, upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the meeting was adjourned at 8:30 pm, by unanimous consent.

Respectfully submitted,



Jennifer Wenson Maier
Executive Director/Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF RAHWAY, HELD MAY 9, 2024 AT
165 EAST GRAND AVENUE, RAHWAY, NEW JERSEY

The meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited by all in attendance. Chairman Pekarofski stated that adequate meeting notice requirements, as prescribed by NJ Sunshine Law, had been met.

Roll Call:

Upon roll call Commissioners, Lesinski, Pekarofski, Thomas and Simon answered present. Commissioners Gonzalez, Brooks and Thomas-Petit were absent. Also in attendance were Attorney Testino and Accountant Ciarrocca.

Approval of Minutes:

Chairman Pekarofski requested a mover and seconder for approval of minutes of April 11, 2024. Upon a motion by Commissioner Simon, seconded by Commissioner Lesinski, the minutes were approved by a vote of four (4) Ayes and three (3) Absent.

Director's Report: Ms. Wenson Maier

Ms. Wenson Maier reported on the proposed budget. Staff attended HOTMA training.

Ms. Rosa Brooks arrived prior to Bills List.

Bills List: Chairman Pekarofski requested a mover and seconder for approval of the March Bills List. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of five (5) Ayes and two (2) Absent.

Resolutions:

**RESOLUTION NO. 1719
RATIFYING THE LATE INTRODUCTION AND SUBMISSION OF RAHWAY
HOUSING AUTHORITY'S ANNUAL BUDGET FOR THE FISCAL YEAR
JULY 1, 2024 TO JUNE 30, 2025** Chairman Pekarofski requested a mover and seconder for Resolution No. 1719. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of five (5) Ayes and two (2) Absent.

**RESOLUTION NO. 1720
APPROVING THE ANNUAL BUDGET, INCLUDING ALL RELATED
SCHEDULES AND THE CAPITAL BUDGET/PROGRAM OF THE RAHWAY
HOUSING AUTHORITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2024**

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May 9, 2024
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Chairman Pekarofski requested a mover and seconder for Resolution No. 1720. Upon a motion by Commissioner Simon, seconded by Commissioner Lesinski, the resolution was approved by a vote of five (5) Ayes and two (2) Absent.

RESOLUTION NO. 1721

APPROVING SHARED SERVICE AGREEMENT BETWEEN THE LAKEWOOD HOUSING AUTHORITY AND THE RAHWAY HOUSING AUTHORITY FOR BOOKKEEPING/TRAINING SERVICES

Chairman Pekarofski requested a mover and seconder for approval of the Resolution No. 1721. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of five (5) Ayes and two (2) Absent.

PUBLIC NOTICE Housing Authority of the City of Rahway Notice is hereby given that a Meeting of the Housing Authority of the City of Rahway will be held in the Community Room at 165 East Grand Avenue, Rahway, NJ on Thursday, May 9, 2024 at 7:30 PM for the following purpose: To authorize the adoption of a 5 Year and Annual Plan, and to approve FY 2024 Capital Fund Program.

Jennifer Wenson Maier Executive Director 04/25/2024 4/29/24 \$19.78

Public Comment:

There being no members of the public present; this portion of the meeting was closed.

Financial Matters: DCA budget is now entered in the FAST system. The reason for the resolution for late introduction is because 60 days prior would have been May 1st. The State will adopt the budget in June.

Legal Matters: No comment

Old Business: There being no Old Business; this portion of the meeting was closed.

New Business: There being no New Business; this portion of the meeting was closed.

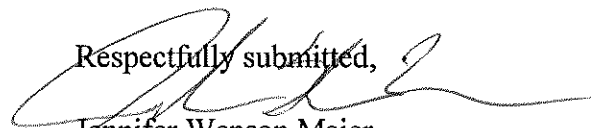
Chairman Comments:

Chairman Pekarofski thanked everyone for attending the meeting.

Adjournment:

There being no further business before the Board of Commissioners, upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the meeting was adjourned at 8:30 pm, by unanimous consent.

Respectfully submitted,



Jennifer Wenson Maier

Executive Director/Recording Secretary

JWM

May 9, 2024

Approved Regular Meeting

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF RAHWAY, HELD JUNE 13, 2024 AT
165 EAST GRAND AVENUE, RAHWAY, NEW JERSEY

The meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited by all in attendance. Chairman Pekarofski stated that adequate meeting notice requirements, as prescribed by NJ Sunshine Law, had been met.

Roll Call:

Upon roll call Commissioners, Gonzalez, Lesinski, Pekarofski, Brooks and Simon answered present. Commissioners Thomas was absent. Also in attendance were Attorney Testino. Accountant Ciarrocca was absent.

Approval of Minutes:

Chairman Pekarofski requested a mover and seconder for approval of minutes of May 9, 2024. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the minutes were approved by a vote of five (5) Ayes and one (1) Absent.

Director's Report: Ms. Wenson Maier

Ms. Wenson Maier stated that her report would be regarding the salary resolution.

Bills List: Chairman Pekarofski requested a mover and seconder for approval of the May Bills List. Upon a motion by Commissioner Simon, seconded by Commissioner Lesinski, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

Resolutions:

RESOLUTION NO. 1722

Adoption of the Annual Budget and Capital Budget for the fiscal year beginning July 01, 2024 and ending June 30, 2025 Chairman Pekarofski requested a mover and seconder for Resolution No. 1720. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

RESOLUTION NO. 1723

Award contract to Edward Testino, Attorney at Law for General Counsel for a 12 month Period commencing July 1, 2024 and terminating June 30, 2025. Upon a motion by Commissioner Simon, seconded by Commissioner Brooks, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

RESOLUTION NO. 1724

Award contract to Polcari & Co. for the Authority's Annual Audit for the Fiscal Year ending June 30, 2024. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

RESOLUTION NO. 1725

Award contract to David Ciarrocca, CPA for Accounting Services for the 2024 Fiscal Year. Upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

RESOLUTION NO. 1726

Approval to hire NW Financial Group, LLC for RAD Financial Consulting Services for a 12 month period commencing July 1, 2024 and terminating June 30, 2025. Upon a motion by Commissioner Simon, seconded by Commissioner Gonzalez, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

RESOLUTION NO. 1727

Approval to hire the Metro Company, LLC for RAD Housing, Redevelopment and Financial Advising Services for a 12 month period commencing July 1, 2024 and terminating June 30, 2025. Upon a motion by Commissioner Simon, seconded by Commissioner Gonzalez, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

RESOLUTION NO. 1728

Approval to hire Nixon Peabody LLP for RAD Attorney for HUD regulatory advice for RAD conversion and PHA Repositioning for a 12 month period commencing July 1, 2024 and terminating June 30, 2025. Upon a motion by Commissioner Simon, seconded by Commissioner Gonzalez, the resolution was approved by a vote of five (5) Ayes and One (1) Absent.

RESOLUTION NO. 1729

Approval to write-off accounts receivable for prior tenants who ceased tenancy with amounts still due. Upon a motion by Commissioner Simon, seconded by Commissioner Gonzalez, the resolution was approved by a vote of five (5) Ayes and One (1) Absent.

RESOLUTION NO. 1730

Approval of salary increases effective July 1, 2024. Upon a motion by Commissioner Simon, seconded by Commissioner Lesinski, the resolution was approved by a vote of five (5) Ayes and One (1) Absent.

RESOLUTION NO. 1731

Approval to hire Mirkhel IT & Consulting Services to replace phone equipment and phone service with VOIP. Upon a motion by Commissioner Simon, seconded by Commissioner Brooks, the resolution was approved by a vote of five (5) Ayes and One (1) Absent.

JWM

June 13, 2024

Approved Regular Meeting

Public Comment:

There being no members of the public present; this portion of the meeting was closed.

Financial Matters: No comment

Legal Matters: No comment

Old Business: There being no Old Business; this portion of the meeting was closed.

New Business: There being no New Business; this portion of the meeting was closed.

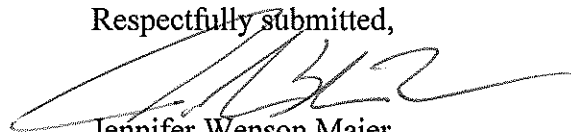
Chairman Comments:

Chairman Pekarofski thanked everyone for attending the meeting.

Adjournment:

There being no further business before the Board of Commissioners, upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the meeting was adjourned at 8:30 pm, by unanimous consent.

Respectfully submitted,



Jennifer Wenson Maier

Executive Director/Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF RAHWAY, HELD JULY 11, 2024 AT
165 EAST GRAND AVENUE, RAHWAY, NEW JERSEY

The meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited by all in attendance. Chairman Pekarofski stated that adequate meeting notice requirements, as prescribed by NJ Sunshine Law, had been met.

Roll Call:

Upon roll call Commissioners, Gonzalez, Lesinski, Pekarofski, and Brooks answered present. Commissioner Simon arrived prior to Bills List vote. Commissioner Thomas was absent. Also in attendance were Attorney Testino and Accountant Ciarrocca.

Approval of Minutes:

Chairman Pekarofski requested a mover and seconder for approval of minutes of June 14, 2024. Upon a motion by Commissioner Lesinski, seconded by Commissioner Gonzalez, the minutes were approved by a vote of four (4) Ayes and two (2) Absent.

Director's Report: Ms. Wenson Maier reported that the changes to the ACOP included:

- Waitlist preference list will be reduced to only two options: Veteran & VAWA.
- Minimum rent is now \$0 instead of \$50.
- As per HOTMA regulations, we will no longer be offering Earned Income Disallowance beginning January 1st 2025.
- Ceiling Rent will be adopted.
- New standard for waitlist size will be a 50 people maximum on any list with 25 coming from online applications and 25 coming from physical in-person applications.
- As per HOTMA regulations, there will be a gradual increase in the medical expense threshold percentage over 3 years until we reach 10%.
- One-Offer Rule will be adopted for waitlist applicants.
- Clarification as to policy regarding rent collection where it is stated that rent will be applied to past due balances first and then to current rent.
- During recertification periods, tenants with assets under \$50,000 are allowed to self-report.
- As per HOTMA regulations, waitlist applicants with over \$100,000 in assets will not be accepted into the program. However, we will be grandfathering in current tenants who exceed the \$100,000 asset limit.

Bills List: Chairman Pekarofski requested a mover and seconder for approval of the June Bills List. Upon a motion by Commissioner Lesinski, seconded by Commissioner Brooks, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

JWM
July 11, 2024
Special Meeting

Resolutions:

RESOLUTION NO. 1732

APPROVAL OF REVISED ACOP (ADMISSION AND CONTINUED OCCUPANCY POLICY) EFFECTIVE JULY 11, 2024.

Chairman Pekarofski requested a mover and seconder for Resolution No. 1732. Upon a motion by Commissioner Simon, seconded by Commissioner Lesinski, the resolution was approved by a vote of five (5) Ayes and one (1) Absent.

Public Comment:

There being no members of the public present; this portion of the meeting was closed.

Financial Matters: David Ciarrocca stated that he is in the process of the fiscal year close out.

Legal Matters: No comment

Old Business: There being no Old Business; this portion of the meeting was closed.

New Business: There being no New Business; this portion of the meeting was closed.

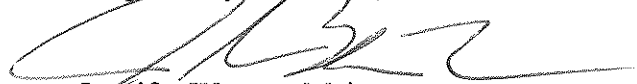
Chairman Comments:

Chairman Pekarofski thanked everyone for attending the meeting.

Adjournment:

There being no further business before the Board of Commissioners, upon a motion by Commissioner Lesinski, seconded by Commissioner Simon, the meeting was adjourned at 8:00 pm, by unanimous consent.

Respectfully submitted,



Jennifer Wenson Maier

Executive Director/Recording Secretary