

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-06
LEGAL SERVICES CONTRACT

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, pursuant to N.J.S.A.40A: 11-5(1)(a) any contract, agreement of purchase, the subject of which consist of professional services, is an exception to the bidding requirements of the local Public Contract Law; however, HUD Procedures for Procuring Professional Services requires competitive proposals; and,

WHEREAS, The Housing Authority of the Township of Florence (hereinafter referred to as the "Authority") has determined that it is necessary in connection with the Maplewood Homes Project to engage an Attorney to perform legal services with regard to the Florence Housing Authority, hereby do appoint **David M. Serlin**, at a rate agreed upon for a time period of **October 1, 2024 ending September 30, 2025**;

BE IT FURTHER RESOLVED, that the Commissioners of the Authority be and hereby are authorized to execute a mutually satisfactory Agreement on behalf of the Authority with said Attorney for said services at said costs; and **\$190.00**, per hour for general services; and an additional fee of **\$258.00** for each eviction filed, and;

BE IT FURTHER RESOLVED, that the appointment of the Attorney hereby authorized is made public notice being made pursuant to HUD regulations for the reason that said Attorney is rendering professional services requiring expertise and extensive training in the aforesaid field; and,

BE IT RESOLVED that the Secretary of the Authority be and hereby is authorized to direct to cause notice of this resolution as required by N.J.S.A.40A: 11-5(a)(i) to be published in the appropriate newspaper.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on September 11, 2024 approved the above resolution.



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-07
FEE ACCOUNTANT

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, pursuant to N.J.S.A.40A: 11-5(1)(a) any contract, agreement of purchase, the subject of which consist of professional services, is an exception to the bidding requirements of the local Public Contract Law; however, HUD Procedures for Procuring Professional Services requires competitive proposals; and,

WHEREAS, The Housing Authority of the Township of Florence (hereinafter referred to as the "Authority") has determined that there exists a need for a professional part time Fee Accounting Service in connection with its PHA owned low-income housing program; and,

WHEREAS, the Authority has solicited proposals for this professional service pursuant to competitive proposal procedures prescribed by the U.S. Department of Housing and Urban Development and funds have been budgeted and approved by HUD for this services; and,

WHEREAS, the Authority has reviewed the proposal(s) received for this service and will engage a fee accountant to perform the professional accounting services, do appoint **David Ciarrocca**, at a rate agreed upon for a time period of **October 1, 2024 ending September 30, 2025**;


BE IT FURTHER RESOLVED, that the Commissioners of the Authority be and hereby are authorized to execute a mutually satisfactory Agreement on behalf of the Authority with said Accountant for said services at said costs of **\$15,600.00** payable in 12 equal payments of **\$1,300.00** each; and,

BE IT FURTHER RESOLVED, that the appointment of the Accountant hereby authorized is made public notice being made pursuant to HUD regulations for the reason that said Accountant is rendering professional services requiring expertise and extensive training in the aforesaid field; and,

BE IT RESOLVED that the Secretary of the Authority be and hereby is authorized to direct to cause notice of this resolution as required by N.J.S.A.40A: 11-5(a)(i) to be published in the appropriate newspaper.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on September 11, 2024 approved the above resolution.



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-08
APPOINT ARCHITECTURAL FIRM

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, pursuant to N.J.S.A.40A: 11-5(1)(a) any contract, agreement of purchase, the subject of which consist of professional services, is an exception to the bidding requirements of the local Public Contract Law; however, HUD Procedures for Procuring Professional Services requires competitive proposals; and,

WHEREAS, The Housing Authority of the Township of Florence (hereinafter referred to as the "Authority") has determined that there exists a need for Architectural Services in connection with its PHA owned low-income housing program; and,

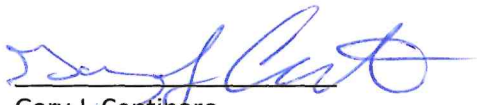
WHEREAS, the Authority, after consideration of various factors, including but not limited to prior experience, and cost, has contracted to receive the Architectural services of **Habitech Architecture, LLC**, for a time period of **October 1, 2024 ending September 30, 2025**; with an option to renew for an additional year; and,

BE IT FURTHER RESOLVED, that the appointment of the Architectural Firm hereby authorized is made public notice being made pursuant to HUD regulations for the reason that said Architectural Firm is rendering professional services requiring expertise and extensive training in the aforesaid field; and,

BE IT FURTHER RESOLVED that the Secretary of the Authority be and hereby is authorized to direct to cause notice of this resolution as required by N.J.S.A.40A: 11-5(a)(i) to be published in the appropriate newspaper.

ADOPTED:

I hereby certify that the above resolution was approved by the Board of Commissioners at the re-organization meeting held on September 11, 2024



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-10
RE-APPOINT COORDINATOR FOR
CAPITAL FUNDING PROGRAMS

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, The Housing Authority of the Township of Florence is operating fifty (50) units of low-income public housing, identified as Maplewood Homes; and,

WHEREAS, A Capital Funding Coordinator Consulting Services are required by the Authority and approved by HUD in connection with the operation and management of the Capital Funding Programs (CFP); and,

WHEREAS, the Authority Executive Director is qualified to fulfill this position; and,

NOW THEREFORE BE IT RESOLVED, that the Commissioners of the Florence Housing Authority do hereby appoint **Gary J. Centinaro, Executive Director**, for said services; and,

BE IT FURTHER RESOLVED, that the Commissioners of the Housing Authority be and hereby are authorized to execute this appointment.

ADOPTED:

I hereby certify that the above resolution was approved by the Board of Commissioners at the re-organization meeting held on September 11, 2024



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-09
APPOINTING AUDIT SERVICES-FYE 03/31/2025

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence;

WHEREAS, pursuant to N.J.S.A.40A: 11-5(1)(a) any contract, agreement of purchase, the subject of which consist of professional services, is an exception to the bidding requirements of the local Public Contract Law; however, HUD Procedures for Procuring Professional Services requires competitive proposals; and,

WHEREAS, The Housing Authority of the Township of Florence (hereinafter referred to as the "Authority") has determined that there exists a need for Audit Services in connection with its PHA owned low-income housing program; and,

WHEREAS, the Authority, after consideration of various factors, including but not limited to prior experience, and cost, shall exercise the option of renewing the current contract under the same terms and conditions for the Audit services of **Jennifer L. Anderson, LLC, Mazzucco & Company, CPAs**, for a time period of one (1) year, ending **March 31, 2025**; and,

NOW THEREFORE, BE IT RESOLVED , that the re-appointment of the Audit Firm hereby authorized is made public notice being made pursuant to HUD regulations for the reason that said Audit Firm is rendering professional services requiring expertise and extensive training in the aforesaid field; and,

BE IT FURTHER RESOLVED, that the Commissioner of the Authority be and hereby are authorized to execute a mutually satisfactory Agreement on behalf of the Authority with said Audit Firm for said services at said costs of **\$8,900.00**;

BE IT FURTHER RESOLVED that the Secretary of the Authority be and hereby is authorized to direct to cause notice of this resolution as required by N.J.S.A.40A: 11-5(a) (i) to be published in the appropriate newspaper.

ADOPTED:

I hereby certify that the above resolution was approved by the Board of Commissioners at the re-organization meeting held on September 11, 2024



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-11
DESIGNATE LEGAL NEWSPAPER

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence:

WHEREAS, pursuant to applicable New Jersey State Law and Procedures to the U.S. Department of Housing and Urban Development the following is the newspaper designated for Public Notice:

Burlington County Times

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on September 11, 2024 approved the above resolution.



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-12
MEETING CALENDAR

BE IT RESOLVED, that pursuant to the provisions of the Open public Meeting Act of the State of New Jersey the following is a schedule of the Regular Monthly Meetings of the Housing Authority of the Township of Florence, 620 West Third and Eyre Streets, Florence, New Jersey, 08518, at 6:00 pm in the conference room of the Florence Housing Authority, 620 West Third Street, Florence, New Jersey 08518, unless otherwise noted.

OCTOBER 09, 2024 THRU SEPTEMBER 10, 2025

WEDNESDAY, OCTOBER 09, 2024
WEDNESDAY, NOVEMBER 13, 2024
SATURDAY, DECEMBER 14, 2024*
WEDNESDAY, JANUARY 08, 2025
WEDNESDAY, FEBRUARY 12, 2025
WEDNESDAY, MARCH 12, 2025
WEDNESDAY, APRIL 09, 2025
WEDNESDAY, MAY 08, 2025
WEDNESDAY, JUNE 11, 2025
WEDNESDAY, JULY 09, 2025 *no meeting unless necessary)
WEDNESDAY, AUGUST 13, 2025 *no meeting unless necessary)
WEDNESDAY, SEPTEMBER 10, 2025

* December meeting is at **9:00 am**

* The monthly meetings for July and August 2025 are canceled unless otherwise noted.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on September 11, 2024 approved the above resolution.



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-13
EXISTING POLICIES AND CONTRACTS

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence that the Housing Authority shall continue the implementation of the Authority policies and operate in accordance with the Department of Housing and Urban Development's Public Housing low-income program.

ADOPTED:

I hereby certify that the Board of Commissioners at the re-organization meeting held on September 11, 2024 approved the above resolution.



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
BANKING INSTITUTION
CERTIFICATE OF AUTHORITY
Bank of America
RESOLUTION 2024-14

Legal Name: The Housing Authority of the Township of Florence
Principal address: 620 West Third Street
Florence, New Jersey 08518

Business: Corporation

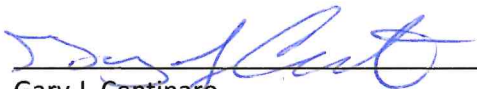
Bank of America is approved as an option as a banking institution for the Florence Housing Authority. This account option will be researched by the Executive Director and reported to the Board of Commissioners, pending any changes.

 X Certification of Resolutions: The undersigned is authorized by the Depositor to certify and hereby does certify that the Resolution set forth below were properly adopted on **September 11, 2024** by the Depositor in accordance and conformity with the Depositor's governing documents, all agreements with third parties and all applicable to the Depositor have not been modified or rescinded, and are in full force and binding on the Depositor.

 X Adoption of Resolution: The undersigned does hereby adopt the Resolution set forth below and certify that such Resolutions are in accordance and conformity with the Depositor's governing documents, all agreements with third parties and all laws applicable to the depositor.

ADOPTED:

I hereby certify that the above resolution was approved at the Reorganization Meeting held on Wednesday, September 11, 2024.



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
BANKING INSTITUTION
CERTIFICATE OF AUTHORITY
WSFS Bank
RESOLUTION 2024-15

Legal Name: The Housing Authority of the Township of Florence
Principal address: 620 West Third Street
Florence, New Jersey 08518

Business: Corporation

Beneficial WSFS Bank is the banking institution for the Florence Housing Authority Funds.

 X Certification of Resolutions: The undersigned is authorized by the Depositor to certify and hereby does certify that the Resolution set forth below were properly adopted on September 11, 2024 by the Depositor in accordance and conformity with the Depositor's governing documents, all agreements with third parties and all applicable to the Depositor have not been modified or rescinded, and are in full force and binding on the Depositor.

 X Adoption of Resolution: The undersigned does hereby adopt the Resolution set forth below and certify that such Resolutions are in accordance and conformity with the Depositor's governing documents, all agreements with third parties and all laws applicable to the depositor.

ADOPTED:

I hereby certify that the above resolution was approved at the Reorganization Meeting held on Wednesday, September 11, 2024.



Gary J. Centinaro
Executive Director

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-16
A RESOLUTION TO APPOINT FUND COMMISSIONER

WHEREAS, the Florence Housing Authority is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

WHEREAS, the bylaws of said Fund require that each member Housing Authority appoint a FUND COMMISSIONER to represent and serve the Authority as its' representative to said Fund; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioner of the Florence Housing Authority does hereby appoint Gary J. Centinaro, Executive Director, as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2025.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF COMMISSIONERS OF THE FLORENCE HOUSING AUTHORITY AT A MEETING HELD ON WEDNESDAY, September 11, 2024


Gary J. Centinaro, Executive Director

Commissioners recorded vote:

	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

THE HOUSING AUTHORITY OF THE TOWNSHIP OF FLORENCE
RESOLUTION 2024-18
CLEAR MONIES TRANSFERRED TO COLLECTION LOSSES

BE IT RESOLVED, by the Commissioners of the Housing Authority of the Township of Florence:

WHEREAS, there exists an unpaid balance of rents for the month ending 8/31/2024 of which the amount is \$29,408.16 created by vacated (**EVICTED**) tenants which has been determined uncollectable.

Shalee Patterson unit #25 **\$6,835.21**

Naamah Felton unit #36 **\$6,551.27**

Jessica Ricks unit #43 **\$16,021.68**

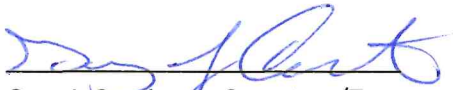
Total balance of removal \$29,408.16

WHEREAS, the amount of \$29,408.16 shall be written-off for the month ending 9/30/2024 in accordance with HUD accounting requirements, however, collection of monies shall be pursued legally.

NOW THEREFORE BE IT RESOLVED, that this resolution is approved and adopted.

ADOPTED:

I hereby certify that the above resolution was approved and adopted by the Board of Commissioners at the Re-Organization & Regular Meeting held on September 11, 2024.



Gary J. Centinaro, Secretary/Treasurer

Governing Body recorded vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			

NEW JERSEY AUDIT FYE 2024

RESOLUTION 2024-17

WHEREAS, N.J.S.A. 40A:5A-5 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended 2023 has been completed and filed with the Housing Authority of the Township of Florence pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A- 17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Housing Authority of the Township of Florence hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended 2024, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE

MEETING HELD ON SEPTEMBER 11, 2024


Secretary

Date

Governing Body Recorded Vote

<u>Member's</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstains</u>	<u>Absent</u>
Ritchard Woolston	x			
Eduardo Jimenez	x			
Kimberly Mattson	x			
Mary Ann Napolitan	x			
Robert Dulo	x			
Anant Patel	x			