WINFIELD MUTUAL HOUSING CORPORATION WINFIELD PARK, NEW JERSEY **BOARD OF TRUSTEES - MINUTES JUNE 21, 2016**

The regular meeting of the Board of Trustees was called to order by the President, Eugene Back at 6:45 P.M.

ROLL CALL: Eugene Back, President Trisha C. Zambell, Secretary

Michael Litzenberger, Vice President Buddy Wright (Abs-text)

Donna Schautz, Treasurer Judy Thompson

Robert Weiss, Ass't Treasurer Tony LaRocca, Attorney

Trisha Donahue, Manager

MAY 10, 2016 MEETING MINUTES AND JUNE 14, 2016 REORGANIZATION MEETING MINUTES:

A motion was made by Robert Weiss, seconded by Donna Schautz and carried to accept the May 10, 2016 Meeting Minutes and June 14, 2016 Reorganization Meeting Minutes.

MANAGER'S REPORT:

REVENUE: \$494,827 EXPENSE: \$188,854 ACQ. M.O. \$ - 0 -

VACATES: TRANSFERS: NEW MEMBERS: Nicole Carsey moved out : Patricia Stegmeier transferred to 44 B Wavecrest and Charles Brown moved into 39 A 1 Wavecrest. Charles has no priority.

DECEASED:

4 A Spray Terrace Rosemary Payne February 14, 2016

A motion was made by Mike Litzenberger, seconded by Donna Schautz and carried to accept the Manager's Report.

INFORMATIONAL:

5/9/16	From:	Peri & Stewart, Esq.	Re:	Oral Deposition	
5/13/16	From:	Marilyn Zeman	Re:	Thank you	
5/16/16	From:	Jane Steiner	Re:	Thank you	
5/19/16	From:	Hueston McNulty, Esq.	Re:	Roder vs WMHC	
5/19/16	From:	WMHC	Re:	e-mail Check Valve	
5/23/16	From:	WMHC	Re:	e-mail Check Valve	
5/24/16	From:	Buddy Wright	Re:	Validity of Election	
5/24/16	From:	Delores Heyder	Re:	Rescind Petition	
6/2/16	From:	Jack Furnback	Re:	Rescind Petition	
6/7/16	From:	Jeanette Zambell	Re:	Rescind Petition	
6/7/16	From:	Peri & Stewart, Esq.	Re:	Bhavesh Patel (Winfield Deli)	
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From: Michael Stewart, Esq. Re: Sheila McEachern (Betty's Day Care) 6/13/16

COMMUNICATIONS:

6/3/16	From: C & C Custom Builders	Re: Repair Unit Tree Damage
6/4/16	From: Member	Re: Resign Rec. Vehicle Committee
6/7/16	From: Member	Re: Resign Animal Committee
6/8/16	From: Absolute Plumber	Re: Check Valve Replacement
6/10/16	From: Michael Stewart, Esq.	Re: Winfield Liquors - Patel
6/17/16	From: Member	Re: Mosquito spray

A motion was made by Robert Weiss, seconded by Judy Thompson and carried to accept the communications.

NEW BUSINESS

MEMBER SELECTION: A motion was made by Robert Weiss, seconded by Mike Litzenberger and carried accepting the following applicants: Son/Daughter Applicants 4-#1513 and 4-#1514 and Add to Spouse's Contract 4-#1515 and Transfer applicants #1256 : #1257 and #1258 which do not need an interview.

DELINQUENT MEMBERS: A resolution was made by Donna Schautz and seconded by Judy Thompson to notify the member who repeatedly and without legal justification were delinquent in remitting their monthly financial obligations, that in accordance with the provisions of corporate **TERMINATION POLICY**, as they were scheduled to meet with the Board twice within a twelve (12) month period, or refused or otherwise failed to attend the scheduled meeting, their files shall be turned over to Corporation legal counsel to serve a **NOTICE TO QUIT**. Furthermore, if for any reason a member's check does not clear, or if they fail to comply within the prescribed time, corporation legal counsel shall immediately file a **VERIFIED COMPLAINT ORDER TO SHOW CAUSE** to complete the eviction process. Furthermore, all legal fees shall be charged to the member's account and the outstanding balance paid to avoid further action.

RESOLUTION UNANIMOUS BY ROLL CALL VOTE.

LAPSED INSURANCE: A member was fined \$300.00 for lapsed insurance. A motion was made by Mike Litzenberger, seconded by Robert Weiss and carried to turn the matter over to legal counsel for a notice to quit.

FLOATING DECKS: A motion was made by Robert Weiss, seconded by Donna Schautz and carried instructing the manager to send a letter to the member to bring his deck to the correct size according to the Deck Agreement which was never done. Also, a number of Board members agree it is not done in a workmanship manner.

RESOLUTION UNANIMOUS BY ROLL CALL VOTE.

PATEL / DELI: The balance due on account is \$32,180.06 and the Deli is proposing a payment of \$23,228.06. The difference is \$8,952. On Time Moving storage for property which had to be inventoried and stored \$6,482. It is my opinion the settlement is much too low. I would like the Board to at least secure the obligation toward the rent, electric and the initial moving of the inventory.

A motion was made by Mike Litzenberger, seconded by Trish Casaletto Zambell and carried to contact the attorney proposing a payment of no less than \$48,228.06.

RESOLUTION UNANIMOUS BY ROLL CALL VOTE.

BUCKLE TRANSFER: The bank account for the Buckle Center is dwindling and we need a transfer from the Administration Fund to the Buckle Fund in the amount of \$5,000.00 to cover expenses.

A motion was made by Mike Litzenberger, seconded by Donna Schautz and carried to transfer funds to the Buckle Center.

RESOLUTION UNANIMOUS BY ROLL CALL VOTE.

TAX ASSESSMENT: The board would like to send the Mayor a letter for information in regards to meeting held in Elizabeth last week. Rumor has it, the assessment is not looking as bad as everyone thinks. Is it time for the dialogue to open up between WMHC, the tax payer, and the Township so everyone is kept in the loop. The manager was given specific instructions from Township that no further information be given out until after the November Election per the state.

JOHN DEERE TRACTOR: The Linden DPW looked at our tractor and recommended the following: Hydraulic valve for bucket controls on the rear stabilizers: Replacement of bucket piston: Weld spacer plates for front bucket and front left axle leaking and possible brakes \$6,994.56. Now after use, the tractor is no longer working and the mechanics at Linden Garage came here to look at the tractor again. The estimated cost is now approximately \$18,000 to \$20,000 and additional parts and work are needed.

A motion was made by Robert Weiss, seconded by Judy Thompson and carried to have Robert, Mike and Eugene to form a committee to research size, cost and finance before purchasing a new tractor.

IN-GROUND SPRINKLER SYSTEM: A member has filled out an agreement to install an in- ground sprinkler system. We have never had a request for a sprinkler before.

A motion was made by Mike Litzenberger, seconded by Robert Weiss and carried that after additional plans are submitted to the Board and we are in agreement with parameters such as quality, economical and drainage, the Board will review the impact for all members before a final decision can be made. Importantly, should there be a charge to a member as members pay for the water for pools and Jacuzzis?

PAINT CABINET: Larry Lukenda recommends we install another paint cabinet to store extra paint safely. A motion was made by Donna Schautz, seconded by Judy Thompson and carried agreeing to purchase an additional cabinet for safety due to hazardous materials.

GYM CEILING: The steel trusses and the price of the staining or clear coating the trusses were not included in the original proposal. The breakdown of cost to the gym is as follows:

Architectural services to oversee project:	\$ 8,755
Renovation	195,250
Asbestos Removal	8,275
Fabrication of steel to support cracked trusses	28,500
Installation of beam & repairs to fire system	3,049
TOTAL PROJECT	\$243,829

A motion was made by Robert Weiss, seconded by Mike Litzenberger and carried accepting all additional work rendered after the complete removal of ceiling.

RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

COMMITTEE RESIGNATIONS: We are sorry to announce that the Chairpersons of the Recreation Vehicle Committee and the Animal Regulation Committee have both resigned. They have been Chairperson of their respective committee for many years and have served with pride and honor. Board members will need to assign new members to chair the meetings.

WATER CHECK VALVE: NJ American Water informed the corporation that until the check valve is replaced, the water bills will be out of balance. A-Absolute Construction submitted an estimate of \$16,700 to remove old 6" valve and install new valve along with two (2) auto valves, connect to existing pipes and test run. Our water bill went from \$19,448 to a substantial increase of \$47,000. Therefore, without hesitation the valve will be replaced after many weeks and phone calls to finalize the proper company to replace the valve and securing a licensed plumber, this project will be done on Monday, June 20, 2016.

A motion was made by Mike Litzenberger, seconded by Robert Weiss and carried to pay A-Absolute Plumber \$16,700 to replace the corroded leaky valve. After proving this major break has been completed and all documents are forwarded to NJ Water Company will they then decided to submit a credit to the overstated water bills.

RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

UNION CONTRACT: The Board must finalize the maintenance contract and all monies will be retro to March 1, 2016.

A motion was made by Donna Schautz, seconded by Trisha Casaletto Zambell and carried to accept the new Union Contract for 2016, 2017, 2018. The agreement determines the wage increase, health and welfare benefits, out-of-pocket costs and work place initiative. Retroactive pay will be effective March 1, 2016.

RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

MOSQUITO SPRAY: A member has a private company spraying every two weeks for mosquitos and disrupting the neighbors with the odor and the chemicals along the yards, bushes, all over cars and on their children's toys, etc. Cooking outside is hard, as their spray carries to the grills. Members state they never get any notice when the company is coming. Is this overkill? Doesn't the Union County Mosquito Commission take care of this?

A motion was made by Robert Weiss, seconded by Donna Schautz and carried instructing the manager to send a letter to the member to cease until further review of pesticides are determined and assure members of any health risks. People may or could be sensitive to short term effects. The board is only looking out to eliminate unnecessary exposure to neighbors, children and pets.

RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

A motion to adjourn was made by Donna Schautz, s	seconded by Judy Thompson and carried.				
Meeting adjourned 9:25 PM					
	Patricia Casaletto Zambell				