

**WINFIELD MUTUAL HOUSING CORPORATION
WINFIELD PARK, NEW JERSEY
BOARD OF TRUSTEES – MINUTES
AUGUST 15, 2023 (CLOSED SESSION)**

The regular meeting of the Board of Trustees was called to order by the President, Jonathan Hassinger at 6:46 PM.

ROLL CALL: Jonathan Hassinger, President Patricia C. Zambell, Vice President
William Geli, Treasurer (Abs.) John DiOrio
Susan Alacchi, Ass't Treasurer Fred Viteka
William Reuter, Secretary Michael Stewart, Attorney
Trisha Donahue, Manager

JULY 18, 2023 MEETING MINUTES: A motion was made by Susan Alacchi seconded by John DiOrio and carried to accept the JULY 18, 2023 meeting minutes.

MANAGER'S REPORT:

REVENUE: \$ 619,313.07 EXPENSE: \$ 302,090.81 ACQ. M.O. \$7,500

VACATES: TRANSFERS: NEW MEMBERS: Laura Merkel moved out; Michael & Salina Sacks moved into 21 B Wavecrest. Michael is the brother of Fred Sacks. Brenda Potter moved out; Louis Bacigalupo moved into 42 A Seafoam. Louis is the nephew of Augusta Vega. Irene Strychowski passed away and assigned 49 B Wavecrest to her grandson Kenneth Whalen.

A motion was made by Fred Viteka seconded by Susan Alacchi and carried to accept the Manager's Report.

DECEASED:

Anita Ruscansky	18 C Wavecrest Avenue	Died: 02/05/2023
Irene Strychowski	49 B Seafoam Avenue	Died: 06/18/2023
Joan Anderson	57 D Wavecrest Avenue	Died: 07/30/2023

INFORMATIONAL:

8/1/2023	From: Winfield Township	Re: Estimated Tax Bill
8/10/23	From: Margaret McManus	Re: Community Development

COMMUNICATIONS:

06/20/2023	From: Brian & Sue Dustin	Re: Uniform Penalty
08/10/23	From: WMHC	Re: Liability Insurance

A motion was made by Fred Viteka seconded by Susan Alacchi and carried to accept Informational/Communications.

LEGAL

DELINQUENT MEMBERS: A resolution was made by Susan Alacchi and seconded by John DiOrio and carried to notify the members 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.

LAPSED INSURANCE: Member was sent Home Owner Insurance Reminder Letter and Final Notice letter. Proof of Home Owners Insurance was due May 17, 2023. WMHC has not received any documentation of Home Owner's Insurance. Office staff called insurance company for proof of members Home Owners' Insurance. As per insurance company customer service, Member's policy is not in effect. Member has been sent a Lapsed Insurance Notice and their account has been charged the \$300 fine in accordance with the Rules and Regulations set forth in the Membership Handbook page 42-43. A motion was made by John DiOrio seconded by Susan Alacchi and carried to forward member file to legal counsel for eviction process.

NEW BUSINESS

UNIFORM PENALTY: Member received a Uniform Penalty for Non-Compliance fine for parking on Corporation property. There have been several members that have received violation letters and fines. In accordance with the WMHC Handbook which reads:

***DRIVEWAYS:** Motor vehicles shall neither be driven nor parked on corporation property, therefore, driveways are expressly prohibited. (See Access Permits and Vehicles on Corporation Property)*

Member disagrees with the allegation and has requested a hearing with the Board of Trustees. Pictures were posted on Facebook by members that have been fined and are claiming favoritism due to the member being friends with Board members and the Manager. A motion was made by Susan Alacchi seconded by John DiOrio and carried to have fine remain on member's account and to set up a meeting with the County regarding WMHC guide lines for parking on portion of County property. Stone, fences, sheds and any other items that could pose removal in the future.

RECORD OF INTERVIEW: Board member has submitted a new Record of Interview for interviewing new applicants for Board review and approval. A motion was made by John DiOrio seconded by Susan DiOrio and carried to table for September Board meeting to discuss additional questions added to Record of Interview.

INFORMATIONAL

VACATE BALANCE: Outgoing member has paid balance in full. After a final inspection done by the Manager, several violations needed to be corrected and the unit needed work done to place it in suitable condition. Member's equity did not cover the expenses incurred. Member paid balance of \$1704.87 in full on August 4, 2023.

COMMUNITY DEVELOPMENT PROGRAM: In February, 2023, Margaret McManus, Democratic Chair-Township of Winfield and Senator Scaturi's team, informed the office that Ms. McManus and the team are working on requesting funds from the County to cover televising our sewers along with funds to cover our playground resurfacing and upgrade equipment. Thursday, August 10, 2023, Margaret McManus informed the Manager that **the funds have been approved. \$40,000.00 for the sewers and \$30,000.00 for the playground.** Further discussion and implementation will be provided after monies are received.

A motion was made by Fred Viteka seconded by Susan Alacchi and carried
Meeting adjourned 8:05 PM

William Reuter, Secretary



WINFIELD MUTUAL HOUSING CORPORATION

BOARD OF TRUSTEE MEETING MINUTES – Open Session

AUGUST 15, 2023

Prior to the meeting being convened, the membership will pledge allegiance to the flag of our Country

The Open Session meeting of the Board of Trustees is called to order by the President, Jonathan Hassinger at 8:02 PM.

DISCUSS AND TAKE APPROPRIATE ACTION IN CONECTION WITH:

ROLL CALL: Jonathan Hassinger, President	Patricia C. Zambell, Vice President
William Geli, Treasurer (Abs.)	John DiOrio
Susan Alacchi, Ass't Treasurer	Fred Viteka
William Reuter, Secretary	Michael Stewart, Attorney
	Trisha Donahue, Manager

1. Approval of Minutes from JULY 18, 2023 Board of Trustee Meeting.

Minutes were approved as read. A motion was made by Susan Alacchi seconded by John DiOrio and carried to accept the JULY 18, 2023 meeting minutes.

2. Managers Report:

REVENUE: \$609,313.07 EXPENSE: \$302,090.81 ACQ. M.O. \$ 7,500

A motion was made by Fred Viteka seconded by Susan Alacchi and carried to accept the Manager's Report

DECEASED:

2023	Anita Ruscansky	18 C Wavecrest	Died: February 2,
	Irene Strychowski	49 B Wavecrest	Died: June 18, 2023
	Joan Anderson	57 D Wavecrest	Died: July 30, 2023

INFORMATIONAL:

6/15/2023 From: Department of Human Services Re: Nutrition Program

COMMUNICATIONS:

08/08/2023 From: John DiOrio Re: Tree Request

A motion was made by Fred Viteka seconded by Susan Alacchi and carried to accept Informational/Communications.



WINFIELD MUTUAL HOUSING CORPORATION

BOARD OF TRUSTEE MEETING AGENDA – Open Session

AUGUST 15, 2023 Page 2

3. NEW BUSINESS:

MEMBER SELECTION: A motion was made by John DiOrio seconded by Susan Alacchi and carried to approve the following applications: Non-Priority application 2-1/2 -#3385; Non-Priority application 2-1/2-#3422; Non Priority application 2-1/2-#3424; Non-Priority application 2-1/2-#3433 and Non-Priority application 2-1/2-#3436.

A motion was made by John DiOrio seconded by Susan Alacchi and carried cancelling the following applications for failure to respond: 3406; 3407; 3408; 3409; 3410; 3411; 3414; 3416; 3417; 3418; 3419; 3420; 3423; 3425; 3426; 3427; 3428; 3430; 3431; 3432; 3434; 3435; 3438.

TREE REQUEST: Member has submitted a written request to plant a Cherry Blossom tree in their yard. Member understands they have to obtain a dig number before planting. Member also understands the tree will be their responsibility to maintain and trim when needed. A motion was made by William Reuter seconded by Susan Alacchi to allow member to plant tree with the understanding that member will obtain a dig number and maintain and trim tree when needed.

RESOLUTION CARRIED BY ROLL CALL VOTE 6 YAYS 1 ABSTAIN

4. INFORMATIONAL:

NUTRITION PROGRAM: The Department of Human Services has informed the Corporation that effective June 30, 2023, the Winfield Senior Café will be closing. This program provided meals to our seniors. “The system of services was deigned to nourish individuals holistically, promote independence, dignity, socialization, and health and well-being of our Seniors”. Unfortunately, the program no longer meets the State regulations due to the meals being packed, delivered and eaten at home.

5. **ADJOURNMENT:** Motion made by Fred Viteka Seconded by John DiOrio meeting adjourned 8:07 PM.

William Reuter, Secretary