

WINFIELD MUTUAL HOUSING CORPORATION
WINFIELD PARK, NEW JERSEY
BOARD OF TRUSTEES – MINUTES
APRIL 16, 2024 (CLOSED SESSION)

The regular meeting of the Board of Trustees was called to order by the President, Jonathan Hassinger at 6:48 PM.

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

MARCH 19, 2024 MEETING MINUTES: A motion was made by John DiOrio seconded by William Reuter and carried to accept the MARCH 19, 2024 meeting minutes.

MANAGER'S REPORT:

REVENUE: \$ 599,917.54 EXPENSE: \$350,948.59 ACQ. M.O. \$ -0-

VACATES: TRANSFERS: NEW MEMBERS: Nicole & Andrew Donet moved out. Tara & Michael Martel transferred to 51C Wavecrest; Concetta Dagro moved into 20 B Wavecrest. Concetta is the daughter of Maryann Dagro. Eric & Litta Dustin moved out. Joseph Zambell moved into 52 B Seafoam; Joseph is the nephew of Robert Zambell.

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

DECEASED:

Wolodymyr Tyshchenko	2 A Seafoam	Died: 02/20/2024
Barbara Beute	41 B Seafoam	Died: 03/24/2024
Roger Dulowski	15 Riverview	Died: 03/29/2024

INFORMATIONAL:

COMMUNICATIONS:

03/19/2024	From: Michael & Salina Sacks	Re: Neighbor Complaint
03/27/2024	From: Superior Court of NJ	Re: Civil Action Summons
11/01/2023	From: NJ DEP	Re: Tree Removal Ordinance
03/17/2024	From: Vetco	Re: Dog Registration

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

LEGAL

DELINQUENT MEMBERS: A resolution was made by John DiOrio and seconded by Fred Viteka 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.

LEGAL (Cont.)

INITIATED SUMMONS: Civil Action Summons was delivered to the office on Tuesday, April 2 2024 for the lawsuit by a member that had fallen during the set-up of the Winfield Fire/Ambulance Squad carnival in 2022. All Documents have been forwarded to legal counsel, insurance broker and claim adjuster.

TREE REMOVAL ORDINANCE: Mayor Byne has brought to the Manager’s attention that New Jersey Department of Environmental Protection Agency has implemented a new Tree Removal-Replacement Ordinance. This ordinance was “established to reduce soil erosion and pollutant runoff, promote infiltration of rainwater into the soil, and protect the environment, public health, safety, and welfare”. Municipalities are now required to implement a forestry program. The Township will have to “enforce a community-wide ordinance to control tree removal and replacement for all types of properties where the municipality has jurisdiction”. This new ordinance is monitored by the Township or WMHC? A motion was made by Patricia C.-Zambell seconded by John DiOrio and carried to send to legal for legal opinion on private property. Municipal ordinance is effective May 1, 2024 per Mayor Byrne.

NON-MEMBER: A summary was submitted to the office. The summary is for the Township for proof of a registered pet vaccination record. The name on the receipt does not match the member’s name for the dwelling. The contact information is for a someone that is not a member. It is believed that the member does not live at the dwelling and is subletting the unit to another outsider. A motion was made by Fred Viteka seconded by William Reuter and carried to send to legal as to who is living in the dwelling and where is the contracted member living.

HOT WATER HEATER: Bob Parrin, WMHC Plumbing Contractor, informed maintenance department that he replaced a hot water heater for a member. Member was told by the plumber that the hot water heater will be replaced by WMHC. Member told plumber that he “wants nothing to do with maintenance or the Corporation and he wants the water heater replaced at his own expense” Member called the plumber himself and was billed \$1700 by the plumber to replace the hot water heater.

Every member signs a “Maintenance Work Waiver” which states:

I, _____, hereby acknowledge that we (I) have requested Winfield Mutual Housing servants, agents and/or employees perform maintenance work on my dwelling commonly known as _____ understand that it will be my responsibility to remove all personal items from area... (copy of a signed waiver is included in packet).

If a member clearly states that they want nothing to do with Maintenance or the Corporation, they will be held responsible and accountable for their unit.

FINANCIAL AUDIT: Smolin Lupin submitted the Annual Audit to the Board dated, April 15, 2024. A motion was made by William Geli seconded by Fred Viteka and carried to accept and send out to the membership.

RESOLUTIN CARRIED BY ROLL CALL VOTE 6 YAYS 1 ABSENT

HANDBOOK REVISIONS/AMENDMENTS: Rules and Regulation revisions have been reviewed and approved by the Board of Trustees. A motion was made by William Geli seconded by Patricia C.-Zambell and carried to submit revisions/amendments to the membership for approval by way of simple majority vote.

INFORMATIONAL

LEGAL FEES: Member account has been charged for legal fees in the amount of \$2,506.50. Invoice from Corporation attorney for legal fees was received in March. Letter was sent to member explaining the legal fee charges to their account and that “Money Due to the Corporation is allocated to liquidate the oldest outstanding balance first, PRIOR to crediting occupancy charges”. To date the Corporation has not received any payment. This invoice was the WMHC attorney’s final bill for the last court day on February 16, 2024. Member will be held accountable for money owed to the Corporation. WMHC will move forward for their expenses.

A motion to adjourn was made by John DiOrio seconded by Fred Viteka and carried
Meeting adjourned 9:28 PM

William Reuter, Secretary



WINFIELD MUTUAL HOUSING CORPORATION
BOARD OF TRUSTEE MEETING MINUTES – Open
Session

APRIL 16, 2024

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 8:19 PM.

ROLL CALL: Jonathan Hassinger, President Patricia C. Zambell,
Vice President

William Geli, Treasurer John DiOrio
Susan Alacchi, Ass't Treasurer (Abs.) Fred Viteka
William Reuter, Secretary Michael Stewart, Attorney
Trisha Donahue, Certified Housing Manager

DISCUSS AND TAKE APPROPRIATE ACTION IN CONECTION WITH:

- 1. Approval of Minutes from MARCH 19, 2024** Board of Trustee Meeting.
Minutes were approved as read. A motion was made by John DiOrio seconded by William Reuter and carried to accept the MARCH 19, 2024 meeting minutes.

2. Managers Report:

REVENUE: \$599,917.54 EXPENSE: \$ 350,948.59 ACQ. M.O. \$ -0-

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

RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

DECEASED:

Wolodymyr Tyshchenko	2 A Seafoam	Died: 02/20/2024
Barbara Beute	41 B Seafoam	Died: 03/24/2024
Roger Dulowski	15 Riverview	Died: 03/29/2024

INFORMATIONAL:

COMMUNICATIONS:

03/29/2024	From: Sue Wright	Re: American Legion Poppy Sale
04/05/2024	From: Public Sewer Service	Re: Proposal
04/08/2024	From: Lisa Shafer	Re: Suggestion for Winfield history

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

RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE 6 YAYS 1 ABSENT



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3. NEW BUSINESS:

MEMBER SELECTION: A motion was made by John DiOrio seconded by Fred Vitka

and carried to approve the following applications; Add spouse 4-1/2 - #349; Son application 4-#1709; Brother application 4-#1708; Brother application 5-1/2 – #381; Non-priority application #2-1/2-#3460; transfers #1459, #1460, and #1461 who do not need to be interviewed.

AMERICAN LEGION: Member has submitted a letter asking permission to sell the American Veteran Poppies. Two Winfield member are members of the American Legion Auxiliary Post #229. May is Poppy month and the Auxiliary would like to sell the Poppies outside at the May Membership Meeting. Member is also asking the Corporation to mention the sale in the May Membership Brochure so that members are aware that the Poppies will be for sale the night of the Meeting. A motion was made by John DiOrio seconded by William Reuter and carried to allow the sale of poppies in support of our American Veterans and Servicemen.

PUBLIC SEWER SERVICE: Proposal submitted in the amount of \$3,900 plus tax to complete camera inspection of the first half of the 8” storm sewer line directed to the catch basin between 57 Wavecrest and Pacific that has been determined to be a dead line. PSS will video inspect the lines and will provide a copy of the video to the Corporation. Estimated time to complete the inspection is 4-8 hours. Proposal in the amount of \$5,400 for the second section camera inspection of the 8” storm sewer line directed to catch basin from Wavecrest to the Daycare to Pacific Drive out to street was completed and video footage of inspection has been submitted. Footage revealed that an installed deck piling has broken through the storm sewer line causing obstruction to the line. A motion was made by Fred Vitka seconded by William Geli and carried to accept Public Sewer Service proposal and move forward with inspection. Contacted member and their contractor for the repair and possible re-routing of the sewer line.

RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE 6 YAYS 1 ABSENT



**WINFIELD MUTUAL HOUSING CORPORATION
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WINFIELD HISTORY: Member sent an email regarding a suggestion to commemorate the history of our town. Member recently saw an episode on HGTV about a housing project that had built a welcome center with an exhibit of the history of town. Member thought of our town and that somehow, we could commemorate our town. Member has suggested that a permanent exhibit could be displayed in the hallway of the Community Center. Member would be able to scan original copies of pictures, blueprints, or any memorabilia so that originals could be returned to members that are donating any items. Member has “had experience in the past with curating an art/company history exhibit and would be happy to get things organized”. A motion was made by John DiOrio seconded by Fred Vitka and carried to accept if the member is willing to take on the project without involving the office.

RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE 6 YAYS 1 ABSENT

- 4. ADJOURNMENT:** Motion to adjourn was made by Patricia C.-Zambell Seconded by William Geli meeting adjourned 8:25 pm.

William Reuter, Secretary