



Atlantic County Improvement Authority
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John C. Lamey, Jr.
Executive Director

MINUTES OF THE BOARD MEETING

January 11, 2018

THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY
1333 Atlantic Avenue, Suite 700
Atlantic City, NJ 08401

In accordance with the provisions of the Open Public Meetings Act (N.J.S.A. 10:4-10) the Regular Board Meeting of the Atlantic County Improvement Authority Board of Commissioners was called to order by Chairperson Foster at 4:04 p.m. in the 7th Floor Conference Room at the Atlantic County Improvement Authority, 1333 Atlantic Avenue, Suite 700, Atlantic City, New Jersey 08401.

COMMISSIONERS IN ATTENDANCE

Roy M. Foster, Chairperson; Robert J. Tarby, Sr., Vice-Chairperson; Rev. Milton Hendricks, Asst. Secretary; Donald Guardian, Commissioner (*telephonically*); Robert P. Gross, Commissioner; and Christopher Fallon, Commissioner.

Edwin G. Blake, Secretary; Neil McPeak, Treasurer; and Mayor John Armstrong, Commissioner were absent from the meeting.

STAFF IN ATTENDANCE

John C. Lamey, Jr., Executive Director; Timothy Edmunds, Director of Projects; Lori Riggs, Program Manager; Joseph J. Giraldo, Program Administrator; Mily Torres, Finance Manager; Bob McGuigan, Community Development Program Coordinator; and Lisa Duffner, Executive Assistant.

OTHERS IN ATTENDANCE

Randolph Lafferty, Esquire, Cooper Levenson; and Bonnie Lindaw, Atlantic County Treasurer.

I. OPENING STATEMENT AND ROLL CALL

Chairperson Foster read the Notice of Public Meeting and the roll was called.

II. MINUTES

A. Minutes of the December 14th, 2017, Board Meeting Attachment #1

The Board was asked to approve the Minutes of the December 14th, 2017, Board Meeting.

A motion was made by Rev. Hendricks, and seconded by Mr. Fallon, to approve the Minutes of the December 14th, 2017, Board Meeting. By a roll-call vote of 6-0-0, the Minutes were approved.

III. FINANCIAL REPORT

A. Financial Report from November 2017 Attachment #2

The Board was asked to approve, by resolution, the expenditures contained in the November 2017 Financial Report.

A motion was made by Mr. Tarby, and seconded by Rev. Hendricks, to approve the resolution. By a roll-call vote of 6-0-0, the resolution was approved.

IV. EXECUTIVE DIRECTOR'S REPORT

A. CONTRACTS AWARDED – Authorized by the Executive Director

There were no contracts authorized by the Executive Director for an amount under the public bidding threshold (\$17,500), as established pursuant to P.L. 1985 Chapter 469.

V. BARLINVIS APARTMENTS

A. Budget Presentation - PVCDC

Mr. Lamey introduced Vernon Lawrence, Executive Director, Pleasantville Community Development Corporation, the management Agent for the Barlinvis Apartments. Mr. Lawrence presented the proposed 2018 Operating Budget for the complex to the Board.

The budget as proposed reflects a positive net cash flow of \$93,375 for the year and \$199, 211 from operations towards repair and replacement.

VI. EXECUTIVE SESSION

A motion to enter into Executive Session at 4:19 p.m. was made by Mr. Fallon and seconded by Mr. Gross.

The Board returned to Regular Session at 4:32 p.m.

VII. BARLINVIS APARTMENTS

A. Management Agreement and 2018 Budget Attachment #3

When the Board returned from Executive Session, Mr. Lamey asked if anyone had any questions for Mr. Lawrence. Ms. Lindaw asked for clarification on how many employees would be getting a pay raise and what it was for. Mr. Lawrence responded that they would like to give a cost-of-living increase of one (\$1.00) dollar per hour to one (1) full-time Manager (from the current rate of \$20 per hour to \$21 per hour); and one (1) full-time Maintenance Tech (from the current rate of \$16.50 to \$17.50 per hour).

Mr. Lamey explained that the most significant change to the agreement is the inclusion of a "termination for convenience clause" that was absent from the original agreement. The balance of the changes are minor and the Management Fee which is approved by HUD remains the same. Mr. Lafferty concurred and said that the agreement is close to its final form.

The Board was then asked to authorize the negotiation and execution of a Management Agreement with the PV Community Development Corporation and approve the 2018 Annual Operating Budget for the Barlinvis Apartments.

A motion was made by Mr. Gross, and seconded by Mr. Tarby, to approve the resolution. By a roll-call vote of 5-0-1, with Rev. Hendricks abstaining from the vote, the resolution was approved.

VIII. ADMINISTRATIVE

A. ACIA Annual Audit Contract Attachment #4

The Board was asked to approve a resolution authorizing the Executive Director to execute a contract with Holman-Frenia-Allison, P.C., to perform an accounting audit for the year ending December 31, 2017, for an amount not-to-exceed \$25,500.00.

A motion was made by Mr. Tarby, and seconded by Mr. Fallon, to approve the resolution. By a roll-call vote of 6-0-0, the resolution was approved.

IX. COMMUNITY DEVELOPMENT

A. Community Development Professional Services Agreement for FY 2018 Attachment #5

The Board was asked to authorize the Executive Director to renew the agreement with Triad Associates for consulting services for the Community Development Block Grant and HOME Investment Partnership Programs for the period of January 1, 2018, to February 28, 2019.

Mr. Lamey explained that the fees Triad proposed remain the same as in the three previous years and that continuity is important with the consultant from program year to program year since the majority of activities in the programs take multiple years to implement.

A motion was made by Mr. Tarby, and seconded by Rev. Hendricks, to approve the resolution. By a roll-call vote of 6-0-0, the resolution was approved.

X. ADMINISTRATIVE

A. Compensation Corrections

Attachment #6

The Board was asked to approve 2018 Compensation Corrections for the Director of Golf Course Operations and Golf Course Mechanic.

In October of 2018 the Board of Commissioners approved a 2% cost of living increase for all full time Authority employees. Due to a mathematical error, the base salary of the Director of Golf Course Operations and the Golf Course Mechanic were incorrectly listed. This resolution did not change the 2% approval only listed the correct salary.

A motion was made by Mr. Tarby, and seconded by Mr. Fallon, to approve the resolution. By a roll-call vote of 6-0-0, the resolution was approved.

XI. OLD BUSINESS

None.

XII. NEW BUSINESS

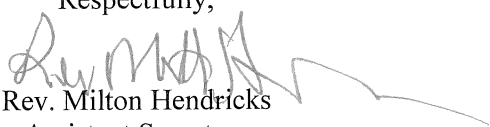
None.

XIII. OPEN SESSION

None.

XIV. ADJOURNMENT

A motion was made by Mr. Tarby, and seconded by Mr. Gross, to adjourn the meeting at 4:52 p.m. By a roll-call vote of 6-0-0, the meeting was adjourned.

Respectfully,

Rev. Milton Hendricks
Assistant Secretary