

**WINFIELD MUTUAL HOUSING CORPORATION  
WINFIELD PARK, NEW JERSEY  
BOARD OF TRUSTEES – MINUTES  
APRIL 16, 2019**

The regular meeting of the Board of Trustees was called to order by the President, Michael Litzenberger at 6:54 P.M.

<b>ROLL CALL:</b> Michael Litzenberger, President	Trisha C. Zambell, Secretary
Robert Weiss, Vice President	Steve Besanceney
Donna Schautz, Treasurer	Michael Stewart, Attorney
Judy Thompson, Ass't Treasurer	Trisha Donahue, Manager

**MARCH 19, 2019 MEETING MINUTES:** A motion was made by Trish Zambell, seconded by Judy Thompson and carried to accept the March 19, 2019 Meeting Minutes.

**MANAGER'S REPORT:**

**REVENUE: \$557,935                      EXPENSE: \$226,690                      ACQ. M.O. \$7,500**

**VACATES: TRANSFERS: NEW MEMBERS:** Silvia Brendel died. Edward Marko III transferred to 17 Riverview and Brian Luty moved into 10 B Pacific. Brian is the son of Elizabeth Ann Koch. Elizabeth Dean moved out : Wolodymr Tyshchenko transferred to 2 A Seafoam and Edwin McLean moved into 4 A 2 Atlantic. Edwin has no priority. John Reuter moved out and Scott Austin moved into 12 B 2 Pacific. Scott has no priority.

**DECEASED:**

Justin Tansky	71 C Wavecrest	Died 12/22/18
Harry Joyce	49 B Wavecrest	Died 3/25/19
Barbara Vallette	18 A Atlantic	Died 3/27/19
Judy Starega	88 Wavecrest	Died 3/30/19

A motion was made by Judy Thompson, seconded by Steve Besanceney and carried to accept the Manager's Report.

**INFORMATIONAL:**

4/5/19                      From: Winfield Township                      Re: Leaf Disposal Invoice

**COMMUNICATIONS:**

3/11/19	From: Peri & Stewart	Re: Amended Order
3/14/19	From: Peri & Stewart	Re: Termination of Contract
3/14/19	From: Peri & Stewart	Re: Notice to Quit
3/15/19	From: Peri & Stewart	Re: Lease
4/2/19	From: Peri & Stewart	Re: Plastic Fence

A motion was made by Trish Zambell, seconded by Donna Schautz and carried to accept the informational/communications.

**OLD BUSINESS**

**UNION CONTRACT:** This was tabled from March 12, 2019 Agenda due to maintenance signing the confidentiality papers. Michael Litzenberger will advise Board of the final union contract that was adopted.

A motion was made by Steve Besanceney, seconded by Donna Schautz and carried to table until the next meeting to include Code of Conduct for Union Contract and a Confidentiality Agreement.

**NEW BUSINESS**

**MEMBER SELECTION:** A motion was made by Trish Zambell, seconded by Donna Schautz and carried accepting the following applications: Non-priority #3025 : Niece/Nephew 4-1/2-#328 and reapplication 4-#1581 and also transfers #1321, #1322 AND #1323 who do not need to be interviewed. Non-priority applications #3026, and #3027 were cancelled for refusing units.

A motion was made by Judy Thompson, seconded by Trish Zambell and carried cancelling the following applications for failure to update their applications: 2-1/2 - #3021 : #3024 : #3025 : #3028 : #3029 : #3031 : #3032 : #3036 : #3037 : #3038.

**PARKING SIGNS:** There are a number of cars that have been parked in the Child Care Center’s parking lot for quite a while and must be removed. According to traffic regulations, there are three sections of the regulations, which are highlighted, with which law enforcement can issue summons.

A motion was made by Trish Zambell, seconded by Donna Schautz and carried agreeing to purchase towing signs following the NJ law for towing on private property.

**EQUIPMENT:** Maintenance has requested permission to purchase the equipment pictured in the Home Depot shopping cart sheets. A motion was made by Trish Zambell, seconded by Judy Thompson and carried to table until the Board reviews items. Mike Litzenberger, (President) reviewed purchase order and told manager permission to order equipment is granted.

**FIREPITS/CHIMINEAS:** A prospective Township ordinance is being considered for fire pits and chimineas. Their parameters are included which will work for WMHC and Buildings and Grounds to check for violations by the Mayor and Committee. After careful review and consideration, the Board will work together with battling the continued violations of chimineas and fire pits. Further information on fines will follow. The Winfield Police Department will issue summons for failure to comply with the new ordinance for chimineas and fire pits.

**LEAF DISPOSAL:** Township has submitted an invoice in the amount of \$2,400.00 for Leaf Disposal at the Union County Conservation Center for the period if 4/1/2018 – 3/31/2019.

**PERMITS:** Permits for the Community Center bathroom upgrades totaled \$812 and architectural drawing expenses were \$1,000.00. Permits for the repairs to the structure damage at 20 A Wavecrest required \$335 for permits and \$750.00 for architectural drawings.

A motion to adjourn was made by Trish Zambell, seconded by Judy Thompson and carried

Meeting adjourned 9:25 PM.

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P. C-Zambell, Secretary