

**Housing Authority of the City of Ocean City**

**Regular Board of Commissioner Meeting Minutes  
February 19, 2019 – 5 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held on February 19, 2019, at 5:00 p.m. at Administrative Offices – 204 4<sup>th</sup> Street, Ocean City, New Jersey 08226.

The meeting was called to order by Chairman Barr and began with the Pledge of Allegiance. Chairman Barr read the Sunshine Law.

Upon roll call those present were:

Commissioner Robert Halliday	
Commissioner Sean Scarborough	
Commissioner Michael Dattilo	<i>(absent)</i>
Commissioner Beverly McCall	
Commissioner Robert Henry	
Commissioner Patricia Jackson	<i>(absent)</i>
Chairman Robert Barr	

Also present were Jacqueline Jones, Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant, Ron Miller, VHA Assistant Asset Manager – Operations and Patrick Mumman, Alternate Commissioner

**Minutes**

Chairman Barr requested a motion to approve the Regular Meeting minutes from January 15, 2018. A motion was made by Commissioner Halliday and seconded by Commissioner McCall. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Yes)
Commissioner Michael Dattilo	(Absent)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

**Treasurer’s Report**

Ms. Cavallo reviewed the Financial Report for the four months ended January 31, 2019. Motion to approve the Treasurer’s Report made by Commissioner McCall and seconded by Commissioner Halliday. Brief discussion regarding the management fee line item on the financial statement as well as legal fee categories for redevelopment and RAD. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Yes)
Commissioner Michael Dattilo	(Absent)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

**Executive Director’s Report**

Mrs. Jones reported the government shut down did not happen. The Authority should be finding out in the next couple of months the amount of the Operating Subsidy and Capital Fund amounts. The receipt of the Capital Funding will be delayed this year due to the shutdown.

The update in regards to the Personnel Policy in Mrs. Jones report will be brought to the Board for approval next month. The revision is about the sick leave granted to part-time employees. The OCHA currently does not have any part-time employees.

In regards to RAD, the OCHA recently received the CHAP which is the Commitment to Enter into a Housing Assistance Payment contract. This is the first step from HUD stating they received the Authority’s application and can proceed with a financial plan. The CHAP was updated based on 2018 figures which gave the Authority an additional \$150,000 a year. If everything goes as expected, 2019 numbers will be higher based on the information we’ve seen so far. The OCHA may be able to apply for an updated CHAP and get additional funds, which could be helpful to make payments to the City or if the Authority needed another loan to close the gap in the development venture.

The architect is completing the specifications for the Speitel building. The specs being issued will be dependent upon the funding for the project.

With no further discussion, motion to accept the Executive Director’s Report made by Commissioner McCall and seconded by Commissioner Scarborough. The following vote was taken:

- |                               |          |
|-------------------------------|----------|
| Commissioner Robert Halliday  | (Yes)    |
| Commissioner Sean Scarborough | (Yes)    |
| Commissioner Michael Dattilo  | (Absent) |
| Commissioner Beverly McCall   | (Yes)    |
| Commissioner Robert Henry     | (Yes)    |
| Commissioner Patricia Jackson | (Absent) |
| Chairman Robert Barr          | (Yes)    |

**Committee Reports** – None.

**Old Business** – None.

**New Business** – Chairman Barr reported that Commissioner McCall has successfully completed her classes.

With no other discussion in related matters the Chairman moved to the Resolutions.

**Resolution #2019-05**  
**Resolution to Approve Monthly Expenses**

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$73,901.02. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. The following vote was taken:

- |                               |          |
|-------------------------------|----------|
| Commissioner Robert Halliday  | (Yes)    |
| Commissioner Sean Scarborough | (Yes)    |
| Commissioner Michael Dattilo  | (Absent) |
| Commissioner Beverly McCall   | (Yes)    |
| Commissioner Robert Henry     | (Yes)    |
| Commissioner Patricia Jackson | (Absent) |
| Chairman Robert Barr          | (Yes)    |

**Resolution #2019-06**  
**Resolution Approving Revised Disposition Policy**

Chairman Barr called for a motion to approve Resolution #2019-06. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones stated the major change in this policy is the addition that the sale of personal property will be disposed of using GovDeals.com. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Yes)
Commissioner Michael Dattilo	(Absent)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

**Resolution #2019-07**  
**Resolution Awarding Architectural & Engineering Services Contract**

Mrs. Jones stated there were two RFP's received which were evaluated by Ron and her independently and Haley and Donovan came out above the other vendor by a couple of points. Chairman Barr called for a motion to approve Resolution #2019-07. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Yes)
Commissioner Michael Dattilo	(Absent)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

There is no need for Executive Session tonight.

Chairman Barr requested comments from the public. Marion Scott of Bayview Manor Apt. 406 addressed the Board. She asked if any meetings will be held at Bayview Manor. Mrs. Jones stated this year the meetings were advertised to have all the meetings at the Administrative Office. Ms. Scott stated there is a hole in between the benches on the porch. She understands it's hard to fix this issue now during the winter, but is requesting to be fixed in the spring time. Ron Miller stated this hole will be patched. Chairman closed the public comments portion of the meeting. Chairman Barr asked if there were any further comments from any Commissioner at this time. Commissioner McCall asked if cones can be placed at the site for the repair of the hole. Ron Miller stated the hole would be patched tomorrow. No further comments from the Commissioners.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:30 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer