

## Housing Authority of the City of Ocean City

### Regular Board of Commissioner Meeting Minutes February 20, 2018 – 5 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held on February 20, 2018, at 5:00 p.m. at Bay View Manor – 635 West Avenue, 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	
Commissioner Beverly McCall	
Commissioner Paula McFarland	<i>(arrived at 5:02 p.m.)</i>
Commissioner Patricia Jackson	<i>(absent)</i>
Chairman Robert Barr	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, VHA Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant, Ron Miller, VHA Assistant Asset Manager – Operations, Sandy Velez, VHA Assistant Asset Manager – Occupancy and Robert Henry, Alternate Commissioner.

#### Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from January 16, 2017. A motion was made by Commissioner McCall and seconded by Commissioner Halliday. The following vote was taken:

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

#### Treasurer's Report

Linda Cavallo reviewed the Financial Report for the four months ended January 31, 2017. Mrs. Jones stated there is an issue with the water bill and Ron Miller is working on it with the water company. Motion to approve the Treasurer's Report 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	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Paula McFarland	(Yes)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

## **Executive Director's Report**

Mrs. Jones stated there is a resolution in the Board Packet this evening to adopt the State Budget for this fiscal year. The budget was approved by the Board and it was sent to the State for approval. The State Budget must now be adopted by the Board. It is the same budget that is on the financial statement that Linda Avena just reviewed.

There is also another resolution this evening for the approval of the disposition application for Pecks Beach Senior. This is part of the process for the redevelopment. This is for the disposition application that is submitted to HUD. HUD will hopefully approve this application to enable the Authority to move forward with the State and the funding for a new building.

Mrs. Jones reported the OCHA is waiting on Washington in regards to the budget and allocations for 2018 and 2019. Although the budget has been settled in Washington it still must to be appropriated. The Authority will be funded at a certain estimated level for now and once the appropriations committee decide and agree then they will settle up with the Authority. Once the appropriations is settled the Authority will receive the Capital Funding for 2018, which is expected to be about \$115,000. Last year it was not received until September and this may happen again this year.

Sandy Velez gave a quick updated on occupancy. The Authority is currently working on two vacancies. The waiting list is now open and accepting applications. The waiting list opened on February 1. It was advertised in the Atlantic Press and the Sentinel as well as the Ocean City website. Flyers will be posted in the Ocean City vicinity to target Ocean City residents. Applications are to be returned by mail only and are due by April 30<sup>th</sup>.

Ron Miller reported the stairwell painting is complete. Stairwell lighting will be assessed next. Maintenance is currently working on the two empty units.

Mrs. Jones indicated the Board has been provided an updated bill list this evening. This bill list is an updated copy compared to the bill list that was emailed with the Board Packet. Items have been added. The Cash Report has been updated to reflect the increase in the bill list.

Commissioner Halliday asked if the Board will be given a presentation on the audit this year. Mrs. Jones stated per her report the auditor is waiting the GASB 48 pension liability, which comes from the State. Once the auditor receives this piece of information the audit report will be completed and can then provide a presentation to the Board.

With no further discussion, motion to accept the Executive Director's Report 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	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Paula McFarland	(Yes)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

**Committee Reports** – Chairman Barr called for a report from the Development Committee. Commissioner Halliday reported the architect is ready and is on track to have bid package available in March for the new building. On February 2, 2018, a jurisdictional determination was received that the project will not require CAFRA

permitting, coastal wetlands permit or a water front development permit. Commissioner Scarborough asked about road elevation. Commissioner Halliday stated elevation of the road is being worked on with the City. Mr. Gabage stated the engineer left the company and would like to know if the Authority is going with that company or going with the engineer. From what Commissioner Halliday understands in conversation it is too premature to determine which way the Authority will be going with that.

**Old Business** – None.

**New Business** – None.

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

**Resolution #2018-08**  
**Resolution to Approve Monthly Expenses**

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$90,663.49. A motion was made by Commissioner Scarborough; seconded by Commissioner Halliday. The following vote was taken:

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

**Resolution #2018-09**  
**Resolution Approving Inventory Removal Application for the Pecks Beach Senior Project and Authorizing the Executive Director to Submit Application to HUD**

Chairman Barr called for a motion to approve Resolution #2018-09. 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	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Paula McFarland	(Yes)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

**Resolution #2018-10**  
**Resolution Adopting State Budget**

Chairman Barr called for a motion to approve Resolution #2018-10. A motion was made by Commissioner Dattilo; seconded by Commissioner Halliday. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Yes)
Commissioner Michael Dattilo	(Yes)
Commissioner Beverly McCall	(Yes)

Commissioner Paula McFarland	(Yes)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

There is no need for Executive Session tonight.

Chairman Barr requested comments from the public.

Jody Davis, Bayview Manor #207 – she stated the Authority and residents need to work together. There is a terrible problem with bed bugs at Bayview Manor. She requests that she is treated before bed bugs infest her apartment and wants to be notified if someone in her area has a bed bug issue. Sandy Velez stated the extermination company will not treat unless there is a bed bug presence. An inspection of Ms. Davis unit is scheduled, but she is to keep in mind if there is no bed bug presence her unit will not be treated. Sandy Velez explained the exterminating process for when a resident has bed bug presence.

Donald Chattin, Bayview Manor #209 – light in front of building has been out for months. The Authority will follow up with Atlantic City Electric on this matter.

Brenda Green, Bayview Manor #404 – stated her father has a TV he is willing to donate to the community room also stated BINGO drinks/snacks are disappearing from the refrigerator. Mrs. Jones stated the Authority will get in touch with her about the television and will discuss the other issue as well.

Donald Chattin, Bayview Manor #209 – stated no trash recycling removal in 4 days. Mrs. Jones stated the Authority will look into this. There was a four day holiday this past weekend. Brenda Green stated she saw Steve emptying trash today. She stated tenants should be responsible to place large items at dumpster.

Chairman closed the public comments portion of the meeting.

Chairman requested any questions and/or comments from any of the Board Members at this time. Commissioner McFarland asked about inspecting the hallways and common areas for bed bugs. Sandy Velez stated whenever there is an infestation at any location, the exterminator inspects all the common areas and hallways.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Halliday; seconded by Commissioner McFarland. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:29 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer