

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

October 20, 2020 – 3:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held October 20, 2020, at 3:00 p.m. via tele-conference from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, NJ 08360.

The meeting was called to order by Chairman Barr. Chairman Barr requested everyone to rise for the Pledge of Allegiance.

Chairman Barr read the Sunshine Law.

Upon roll call those present were:

- Commissioner Robert Halliday
- Commissioner Patrick Mumman
- Commissioner Beverly McCall
- Commissioner Robert Henry
- Commissioner Patricia Jackson
- Commissioner Brian Broadley
- Chairman Robert Barr

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Ron Miller, Assistant Asset Manager – Operations, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant. In attendance from the public was reporter, Donald Whycowski, *The OCNJ Daily*.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from September 15, 2020. A motion was made by Commissioner McCall and seconded by Commissioner Broadley. The following vote was taken:

- | | |
|-------------------------------|-------|
| Commissioner Robert Halliday | (Yes) |
| Commissioner Patrick Mumman | (Yes) |
| Commissioner Beverly McCall | (Yes) |
| Commissioner Robert Henry | (Yes) |
| Commissioner Patricia Jackson | (Yes) |
| Commissioner Brian Broadley | (Yes) |
| Chairman Robert Barr | (Yes) |

Treasurer’s Report

Ms. Cavallo reviewed the Financial Report for the year end September 30, 2020. Motion to approve the Treasurer’s Report made by Commissioner McCall and seconded by Commissioner Halliday. The following vote was taken:

- | | |
|-------------------------------|-------|
| Commissioner Robert Halliday | (Yes) |
| Commissioner Patrick Mumman | (Yes) |
| Commissioner Beverly McCall | (Yes) |
| Commissioner Robert Henry | (Yes) |
| Commissioner Patricia Jackson | (Yes) |
| Commissioner Brian Broadley | (Yes) |
| Chairman Robert Barr | (Yes) |

Executive Director’s Report

Mrs. Jones referred to the year-end September 2020 financial report stating some final adjustments will be made to the report. She does not expect it to change that much. Mrs. Jones pointed out that the profit is rather high and of that about \$174,000 was received through different areas such as the CDBG income, the HMFA grant, the CARES Act grant from HUD as well as the HAP subsidy that came in for Peck Senior. This was a transition year moving from Public Housing to two RAD conversions as well as the funding due to the pandemic. The CARES Act funding was about \$45,000. The accountants will be working with Wendy to finalize the numbers and they have until November 30th to file the report with HUD. Commissioner Halliday requested a summary report for the Board once the numbers are finalized including looking at the efficiencies that have been put in place that have saved money in certain areas. Mrs. Jones stated she will present the requested summary report to the board in December, which will include the final figures for year-end 2020.

Mrs. Jones provided an update on Speitel. The updated construction schedule is included in the Board Packet. A development meeting is held every Tuesday morning with the Ocean City staff and project consultant staff. Construction is about 2-3 days off from the schedule due to some rain, but nothing to be concerned about.

In regard to Bayview Manor, the alarm system is up and running live. The replacement of the roof and painting of the capping, which was awarded last month will be starting in the next couple of weeks. The color of the roof capping will blend with the Speitel building as well with the changes to the front of Bayview Manor.

The replacement of the electrical panels in the apartments was expected to be awarded at today’s meeting, but it was discovered that the wage rates were not included in the bid specifications, which is required. There is a resolution on the agenda today to reject the bids received. The project will be re-bid and the intent is to award the replacement of the electrical panels at the November meeting.

Mrs. Jones discussed the Section 3 Work Opportunities. A post card has been mailed twice per month beginning in August 2020 and will continue through the end of December 2020. This is to encourage anyone in the area that is low income or has a business whose employees are low income that may qualify to apply for work on the Speitel or Bayview Manor projects. If the Board knows anyone that is interested they should drop by the job site or contact the number listed on the post card. The OCHA is trying to comply with the Section 3 requirements and the contractor would like to hire some more people that are qualified.

Since the pandemic, there are some rules that were issued from the State of NJ and the federal government regarding a moratorium on eviction. Early on some tenants were confused by what the Governor of NJ said about not being able to be evicted for non-payment of rent. Some tenants took that to mean they did not have to pay their rent. A large majority of residents have been paying their rent, but there are still a few that are not paying their rent. The OCHA has made attempts through phone calls to residents to ask why they have not paid their rent and if they were aware they could have an interim if their income had changed. In several cases, the OCHA has not gotten any feedback. The next step is to send certified letters to all residents with rent balances. The intent is to enter repayment agreements with residents to help them maintain their housing. HUD is encouraging repayment agreements as well. Currently, the outstanding balance for 11 residents is \$16,000.

Motion to approve the Executive Director’s Report made by Commissioner Mumman and seconded by Commissioner Broadley. The following vote was taken:

- | | |
|-------------------------------|-------|
| Commissioner Robert Halliday | (Yes) |
| Commissioner Patrick Mumman | (Yes) |
| Commissioner Beverly McCall | (Yes) |
| Commissioner Robert Henry | (Yes) |
| Commissioner Patricia Jackson | (Yes) |
| Commissioner Brian Broadley | (Yes) |
| Chairman Robert Barr | (Yes) |

Committee Reports – None.

Old Business – None.

New Business – None.

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

Resolution #2020-41
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$137,361.77. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Mrs. Jones reviewed a few changes to the bill list. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-42
Resolution for Renewal in the New Jersey Public Housing Authority Joint Insurance Fund

Chairman Barr called for a motion to approve Resolution #2020-42. A motion was made by Commissioner Broadley; seconded by Commissioner McCall. Mrs. Jones explained this is resolution is passed every three years to renew the Authority's membership in the NJ PHA JIF. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-43
Resolution Rejecting Bids for Bayview Manor Electrical Panels

Chairman Barr called for a motion to approve Resolution #2020-43. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. As stated in Mrs. Jones report, the bids are being rejected due to the wage rates not included in the bid specifications. This project will be re-bid and the intent is to award it at the November meeting. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-44

Resolution Voiding Checks not presented for payment as of September 30, 2020

Chairman Barr called for a motion to approve Resolution #2020-44. A motion was made by Commissioner Broadley; seconded by Commissioner Jackson. Mrs. Jones stated these are checks that have not been presented for payment after they were issued and will be voided. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-45

Accounts Receivable Decead as Uncollectible

Chairman Barr called for a motion to approve Resolution #2020-45. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated these are two resident accounts that are deemed uncollectible. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-46

Resolution Authorizing Contracts with Approved National Contract Vendors for Contracting Units

Chairman Barr called for a motion to approve Resolution #2020-46. A motion was made by Commissioner Jackson; seconded by Commissioner Mumman. Mrs. Jones stated at the beginning of each fiscal year these two resolutions (2020-46 & 2020-47) are passed to enable the OCHA to purchase goods or services from the vendors listed that either are approved on the National Cooperative Contract List or the State of NJ Contract Vendors List. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-47

Resolution Authorizing Contracts with Approved State Contract Vendors for Contracting Units

Chairman Barr called for a motion to approve Resolution #2020-47. A motion was made by Commissioner Jackson; seconded by Commissioner Mumman. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

There is no need for Executive Session tonight.

No public comments. Chairman Barr congratulated Commissioner Mumman for passing all his required classes. Commissioner Broadley has one more class to complete. Chairman Barr final note this evening is a note of remembrance for Frank McCall, Commissioner McCall's husband, who recently passed away suddenly. He was like a member of Chairman Barr's family and was very interested on the happenings of the OCHA. Commissioner McCall thanked everyone for their messages and beautiful flowers. Commissioners offered Commissioner McCall their condolences. No additional comments from Board Members.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Broadley; 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 3:35 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer