

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

May 18, 2021 – 3:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held May 18, 2021, 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	(arrived at 3:28 p.m.)
Commissioner Brian Broadley	(absent)
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, Samantha Kurtz-Seif – Director of Social Services of City of Ocean City, Donald Whyrowski – *The OCNJ Daily* and Gloria Pomales, Executive Assistant.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from April 20, 2021. A motion was made by Commissioner McCall and seconded by Commissioner Mumman. The following vote was taken:

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

Treasurer’s Report

Ms. Cavallo reviewed the Financial Report for the seven months ended April 30, 2021. Commissioner Henry asked if the Authority received any COVID relief funds. Mrs. Jones stated approximately \$38,000 was received for Peck’s Family because that is the only property that is still public housing of approximately \$38,000. It is unsure if more COVID relief funds will be received.

Motion to approve the Treasurer’s Report made by Commissioner Henry and seconded by Commissioner McCall. The following vote was taken:

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

Chairman Robert Barr

(Yes)

Executive Director’s Report

Mrs. Jones provided an updated on Speitel. There is a resolution tonight for a change order to extend the time to June 30, 2021, which was discussed last month. The project is to be completed by June 30th. Residents have been counseled and ready to move the week of July 12th. Commissioner Halliday asked if a punch list phase has been initiated yet. Mrs. Jones replied there is no punch list phase yet. During the weekly call inspections were discussed and pre-inspections will be coming up shortly. Commissioner Halliday asked for the Board to be kept on the loop regarding the preliminary inspections. Chairman Barr asked about the one particular resident the OCHA was unable to reach regarding their move. Mrs. Jones stated the resident has been reached with the assistance with numerous other OCHA residents. This resident now has a unit identified and all set for their move. Chairman Barr asked when the elevator would be operational. Ron Miller stated the elevator should be operational any day now. Chairman Barr stated once it is operational, he would like to visit the property. Ron Miller stated the visit could be scheduled once the elevator passes the State inspection.

Mrs. Jones stated she will report on other items in the resolution section of the meeting.

Motion to approve the Executive Director’s Report made by Commissioner McCall and 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	(Absent)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

Committee Reports – None.

Old Business – None.

New Business – Commissioner Barr stated he was informed yesterday that the State of Emergency may be ending at the end of this month. If this is the case it is understanding this could very be the final meeting via zoom. Mrs. Jones would assume so. Mrs. Jones stated when the Board reconvene physically the idea is to use the space at the Administrative Office that is across the hall that use to be rented by a preschool program. This room has been cleaned up and outfitted by Ron so all the construction meetings have been happening there. There is a lot of room for social distancing. Mrs. Jones stated this would possibly be where the Board meetings will be held. She does not believe it prevents anyone from calling in or have a zoom set up if a couple people could do that. Mr. Gabage stated if the State of Emergency is lifted the Board would go back to the normal meeting circumstances. He would assume there will be an Executive Order to answer the question on how to handle the meetings, however he can not guarantee that and to be prepared to go back to normal meeting circumstances. Commissioner Halliday stated some organizations are conducting hybrid models where some participants are attending the meeting live and others calling in. He also questioned that the By-Laws were modified to participate remotely. Mr. Gabage did not feel comfortable answering without reviewing the most recent passed By-Laws. Mr. Gabage will get back to the Board on this matter.

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

Resolution #2021-21
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$1,144,545.09. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated the bill list appears as it is growing in total, but in the areas that are highlighted in yellow are the amounts that are coming from the City of Ocean City. It looks

like the OCHA is a month behind on receiving those payments. There are some listed on this month's report that are from last month that the OCHA has not received payments from yet. This is the Authority's way of keeping track of it and it will continue to be added to the bill list until the funds are received for those invoices. Once received they will come off of the bottom. Repayment reimbursements is running a little over 30 days. The following vote was taken:

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

Resolution #2021-22

Approving Change Order for Electric Panel Replacement at Bayview Manor

Chairman Barr called for a motion to approve Resolution #2021-22. Mrs. Jones stated this a resolution for an extension of time only to complete the job until July 7, 2021. The vendor saved the Authority an alternative way of accomplishing this project. No change in cost. A motion was made by Commissioner McCall; 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	(Absent)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

Resolution #2021-23

Awarding Exterior and HVAC Renovations Project at Bayview Manor

Chairman Barr called for a motion to approve Resolution #2021-23. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones this resolution is to award a contract to Levy Construction for the exterior changes of Bayview Manor. Ron Miller stated this is for the window replacements, exterior siding below the windows, sleeves for the air conditioning PTAC units, the replacement of the PTAC units and some venting in the units. The following vote was taken:

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

Resolution #2021-24
Approving Change Orders for Speitel Commons at Bayview Manor

Chairman Barr called for a motion to approve Resolution #2021-24. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated this resolution is for a change order to extend the contract to June 30, 2021, for the completion of Speitel. The following vote was taken:

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

Resolution #2021-25
Awarding Professional Moving Services Contract

Chairman Barr called for a motion to approve Resolution #2021-25. Mrs. Jones this is the award of the contract for the company that is going to move all of the residents from Pecks Beach Senior to Speitel and there will also be some residents moving from first floor of Bayview Manor to Speitel as well. A motion was made by Commissioner McCall; 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	(Absent)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

Resolution #2021-26
Awarding Contract for Laundry Equipment Lease

Chairman Barr called for a motion to approve Resolution #2021-26. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated this resolution is for laundry equipment for all three sites (family site, Speitel and Bayview). Every few years this goes out for quotes. All three sites will be getting new equipment. It is considered a concession. The company will pay the OCHA a percentage of the gross proceeds. The following vote was taken:

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

Resolution #2021-27
Authorizing Assignment and Assumption Agreement Pursuant to Shared Services Agreement from City of Ocean City, NJ to Ocean City Community Development Corporation for Development of 10 Scattered Affordable Units

Chairman Barr called for a motion to approve Resolution #2021-27. A motion was made by Commissioner McCall; seconded by Commissioner Halliday.

Commissioner Jackson joined the meeting (3:28 p.m.).

Mrs. Jones explained the Housing Authority has an agreement with the City to develop 10 scattered site affordable units. The OCHA needed to form the OCCDC to do this project because that is the organization receiving funds from the Department of Community Affairs (DCA). This resolution assigns and moves the agreement to include the OCCDC as well to enable us to work together on this project. The OCCDC will also need to pass this resolution. In this situation, the agreement was between the OCHA and the City of Ocean City initially. The reason the OCCDC was formed is because the Housing Authority could not apply for the \$2 million dollars of funds from the DCA. Chairman Barr asked if the City of Ocean City need to do anything. Mrs. Jones believes it is okay as is and the OCHA has been in communication with Dottie at the City about this. 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	(Absent)
Chairman Robert Barr	(Yes)

Resolution #2021-28
Authorizing the Execution of a Shared Services Agreement with the City of Ocean City for the Redevelopment of the Pecks Beach Site

Chairman Barr called for a motion to approve Resolution #2021-28. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. Mrs. Jones stated this is the final phase at this point of redevelopment between the OCHA and the City of Ocean City. This is for 60 family units which will be built on the existing Pecks Senior site and also the existing Pecks Family site. This agreement attached to the resolution is draft and this is anticipated to go to City Council either later this month or early next month. 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	(Absent)
Chairman Robert Barr	(Yes)

Resolution #2021-29
Authorizing Payment of Draw #13

Chairman Barr called for a motion to approve Resolution #2021-29. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated this is for Speitel and some work at Bayview Manor in the amount of \$591,272.44 for the three vendors. 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	(Absent)
Chairman Robert Barr	(Yes)

There is no need for Executive Session tonight.

No public comments. Chairman Barr requested comments from the Board. Commissioner Mumman welcomed Commissioner Henry back and hopes Mr. Gabage feels better. Chairman Barr wished for Mr. Gabage to get well. He also stated was happy to have Commissioner Henry back this month.

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 Jackson. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 3:38 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer