

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

**Regular Board of Commissioner Meeting Minutes  
February 15, 2022 – 4:30 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held February 15, 2022, at 4:30 p.m. at the Administrative Offices – 204 4<sup>th</sup> Street, Ocean City, New Jersey 08226.

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	(absent)
Chairman Robert Barr	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Ron Miller, Assistant Asset Manager – Operations, Harry Furman, Esquire – Solicitor, Linda Cavallo – Accountant and Rick Ginnetti, Consultant – The Brooke Group.

**Minutes**

Chairman Barr requested a motion to approve the Regular Meeting minutes from January 18, 2022. 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	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

**Treasurer’s Report**

Ms. Cavallo reviewed the Financial Report for the four months ending January 31, 2021. Commissioner Halliday questioned the savings in utilities and maintenance materials was due to the migration at 6<sup>th</sup> Street. Mrs. Jones confirmed this was the case. A motion was 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	(Absent)
Chairman Robert Barr	(Yes)

**Executive Director’s Report**

Mrs. Jones updated items on her written report and Rick Ginnetti will update further on the ongoing projects. The Bayview roof system is getting there and close to finishing. Another inspection will be completed as the contractors completed the items on the punch list. The architects are scheduling an inspection and the manufacturer has completed their inspection. Most releases are completed.

Regarding the exterior renovation and HVAC at Bayview Manor, the P-TAC units were installed along with replacement wiring. The siding replacement panels are in process. The windows with white window frames were installed. A new shop overhead door has been ordered and will be installed. The first punch list is in process for the work that has been completed. Siding should be completed by the end of the month. The railings are on order. There is a request for two change orders tonight to change existing breakers and the installation of five additional P-TAC sleeves and louvers.

The next phase of the Bayview Renovation is being called the “1<sup>st</sup> and 5<sup>th</sup> floors” renovation. The first floor will be the upgrade of the lobby and the laundry room will be moved from the 5<sup>th</sup> floor to the ground floor. The fifth-floor renovations will include the Community Room and the addition of two new zero bedrooms units. The first floor will also house the shop, office space and four market rental units. The tenants have been cooperative.

Mrs. Jones stated the waiting list has been closed since January 31, 2020, because there were enough applicants on the list to fill vacancies for at least one year. The waiting list is just about exhausted, and the waiting list will be opened in the next couple of weeks. The opening of the list will be advertised in the Atlantic City Press, the Daily Journal, and the Cape May Herald.

Motion to approve the Executive Director’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	(Absent)
Chairman Robert Barr	(Yes)

**Committee Reports** – None.

**Old Business** – Rick Ginnetti provided an update on the demolition of the Peck’s Senior site. The Authority received the disconnect letters. Discussed asbestos as well a 10-day notice. This will take about 2 weeks and from there it will take 30 days to take the buildings down.

There have been issues at Speitel with mini splits in the units. The installer and contractor have been contacted as well as the manufacturer representative. They are examining the units. 35-40% of the units had shut down failures. Discussed the heating and air in the units. These mini splits are now the standard in apartment buildings. In most cases the units need to be recharged. A conference call was made with the manufacturer representative. There was a list of things for the contractor to check and there are diagnostic tests to be performed and retrieve failure codes. The Authority will be getting a second-year warranty due to these failures. Mrs. Jones stated space heaters were available for the residents when there has been a failure of the units. The goal is to make sure these units were properly installed and properly working because there has been a variety of issues. A third-party opinion will be acquired as well.

Mr. Ginnetti discussed Phase II, which is the replacement of 40 units of Family housing with an additional 20 unit to be built. The Authority has been working on how to get forty units for everyone to move at once and how to save property for a future phase after 2025 along with a type of building that would fit into Ocean City that does not look like an apartment complex. A rendering of the building was distributed and discussed. This is not final. The first step is to get to an elevation and a preliminary site plan to submit with the application to NJHMFA. Mr. Ginnetti discussed and explained what is needed

for the NJHMFA application regarding required resolutions, bank involvement, tax credits, bonds, and investors. A conference call has been set up with NJHMFA and Century Bank to review the process of underwriting and the construction of the conduit loan to get to the initial application of intent. Hoping to get approval for May. Discussion regarding the elevation to reduce the number of steps. Rendering was discussed as well as ADA requirements.

Commissioner Jackson requested clarity if the units are 1 level or 2 levels. Mr. Ginnetti stated the 1-, 2- and 3-bedroom units would be one level. The 4-bedroom room units will have 2 levels. Commissioner Henry requested a written report of the parties, relationship of the parties and the flow of the cash to use as a template to follow along to see what is changing and easier for him to retain the information.

**New Business** – None.

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

**Resolution #2022-08**  
**Resolution to Approve Monthly Expenses**

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$822,357.46. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated there is nothing unusual in the bills this month and briefly discussed Draws on 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	(Absent)
Chairman Robert Barr	(Yes)

**Resolution #2022-09**  
**Approving Change Order #8 & #9 for Bayview Manor and HVAC Renovations Project**

Chairman Barr called for a motion to approve Resolution #2022-09. Mrs. Jones reviewed Change Order #8 for breakers and Change Order #9 for PTAC sleeves and louvers. 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	(Yes)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

**Resolution #2022-10**  
**Authorizing Payments of Draw 22**

Chairman Barr called for a motion to approve Resolution #2022-10. Mrs. Jones briefly reviewed Draw #22 for Speitel Manor as well as Bayview Manor. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. 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)

Chairman Barr requested comments from the public. No public comments. Chairman Barr requested comments from Board Commissioners and/or Administration. Chairman Barr requested everyone to remember Charlie Gabage and all he has done for the Authority.

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 Mumman. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:17 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer