

## Housing Authority of the City of Ocean City

### Regular Board of Commissioner Meeting Minutes December 13, 2022 – 4:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held December 13, 2022, at 4:00 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	(Absent)
Commissioner Brian Broadley	
Chairman Robert Barr	

Also present were Jacqueline Jones, Executive Director, Ron Miller, Director of Affordable Housing, Harry Furman, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant.

#### Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from November 15, 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	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

#### Treasurer's Report

Ms. Cavallo reviewed the Financial Report for the two months ending November 2022. Commissioner Henry questioned the negative variance of \$25,814. Mrs. Jones explained the operating subsidy is something the Authority does not exactly know when it is writing the budget. The PBV HAP Subsidy may work itself out. There may be some vacancy loss payments that are a month behind or so. The HUD Capital Fund Operations, which was budgeted may or may not be used. It can be used for the RAD conversion. **Motion to approve the Treasurer'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	(Yes)
Chairman Robert Barr	(Yes)

## **Executive Director's Report**

Mrs. Jones turned the meeting to Ron to review ongoing projects. Ron Miller reported the interior renovations at Bayview Manor was restarted today. The focus right now is the common area hallways floors 2-4 which includes flooring, thresholds, painting and handrail work. The 5<sup>th</sup> floor will come at the end of the project once the Community room and Laundry room are renovated. A job meeting with consultants was held today to review some changes in regard to the project.

A meeting with all consultants is scheduled tomorrow in regard to Peck's Beach redevelopment in preparation for the February Planning Board meeting.

Mrs. Jones reported as a result of the fire about 2 weeks ago, which was started by a chest freezer on the outside of the building with a household electrical cord through the resident's window, the affected unit has some smoke damage as well as the neighbor's unit. The neighbor's unit was a relatively quick turnaround. The affected unit could have been lived in, but there was a 2-bedroom unit vacant that was turned around relative quickly for the residents to occupy. The insurance company will work on the rehab of the front of that building. Ron stated the scene has been released by the fire investigator and the outside can start getting cleaned up. Brief discussion was held on the cause of the fire.

The gifts cards for the residents are in motion and will be given with a holiday greeting card from the Commissioners & Staff.

Mrs. Jones stated there are some issues with the elevators at Bayview Manor, which will involve some repairs to the cab and the controls, which will cost about \$233-275,000. Ron reviewed and discussed in further detail the scope of the repairs. An elevator consultant has been brought in and the contractor brought in their contractor back out for an evaluation to put new cabs in completely, new controls, new electric and new hydraulics. The cost may be subject to change a little bit. The previous elevator that was rebuilt consisted only of replacing the hydraulics. There are no safety hazards today in regard to the elevators.

The call for aide system at Bayview Manor, which are located in the bathrooms were discussed. This is an old system installed when the building was built and it is functionally obsolete. It is extremely expensive to repair. Currently, there is no requirement to have a call for aide system per HUD regulations. Speitel does not have a call for aide system and is not required to have it. Staff would like to have a conversation today with the Board on how to move forward with this because this will affect the current wiring project at Bayview Manor. The access control system is being replaced at Bayview Manor. The access control system is the system that allows the tenants to enter the building and allows them to permit their guests into the building. The call for aide system, since it is functionally obsolete and not required by HUD, the question is how do we replace it and do we need to replace it? A lot of tenants use their cell phones for emergency purposes and the Authority is in the process of surveying the residents at Bayview to see who has a cell phone and/or who has a landline for the access control system. The Authority is also looking into how often the call for aide system has been used during the past year. A brief discussion was had on the possibility of a more modern wireless call for aid system. Mrs. Jones stated there is an ADT system that is available for about \$21 per month per resident. What is requested tonight is a decision regarding rewiring the building for a new call for aide system or not. The Board agreed not to rewire the building for a new system. There will be a change order in regard to electrical wiring next month. Further discussion regarding number of calls for aide and tenant's cell phones will be held next month once this information is gathered.

The auditor is getting very close to wrapping up 2021 Audit. He has given Mrs. Jones a fairly serious commitment for a January presentation.

**Motion to approve the Executive Director’s Report** made by Commissioner Mumman 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	(Yes)
Chairman Robert Barr	(Yes)

**Committee Reports** – Chairman Barr turned over the meeting to Commissioner Mumman and the Authority’s solicitor. Commissioner Mumman stated the nomination committee met and the recommendation is that Chairman Barr continue on his role as Chairman and Vice Chairman Halliday will continue in his role as well. All commissioners were contacted and are all in agreement with moving forward in 2023. Solicitor Furman stated with the intention of everyone to make this determination this evening by a voice vote or to be done next month. Chairman Barr stated this month because they expire the 31st. Mr. Furman stated the appropriate procedure would be a motion from the floor with regard to officers and then a vote on same. 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	(Yes)
Chairman Robert Barr	(Yes)

Chairman Barr stated on behalf of Vice Chair Halliday, himself and Jackie they thank the Board.

**Old Business** – None.

**New Business** – None.

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

**Resolution #2022-67**  
**Resolution to Approve Monthly Expenses**

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$183,950.69. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones briefly reviewed 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	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

**Resolution #2022-68**  
**Resolution Approving Dates for 2023 Board Meetings**

Chairman Barr called for a motion to approve Resolution #2022-68. 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	(Yes)
Chairman Robert Barr	(Yes)

**Resolution #2022-69**  
**Resolution Appointing Jacqueline Jones as the Ocean City Housing Authority Fund’s Commissioner for the New Jersey Public Housing Authority Joint Insurance Fund for 2023**

Chairman Barr called for a motion to approve Resolution #2022-69. 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	(Yes)
Chairman Robert Barr	(Yes)

**Resolution #2022-70**  
**Resolution Awarding Title Insurance Services Contract**

Chairman Barr called for a motion to approve Resolution #2022-70. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Ron Miller explained this is the Title Insurance Services for the Peck’s Beach Family Project. The RFP was advertised and only one company responded. 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	(Yes)
Chairman Robert Barr	(Yes)

**Resolution #2022-71**  
**Resolution Appointing Risk Management Consultant**

Chairman Barr called for a motion to approve Resolution #2022-71. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated the Risk Management consultant the Authority is recommending is Thomas H. Heist Insurance Agency again this year. Kevin Kreiser of Thomas H. Heist presented to the Board earlier this year to give the Board an overview of its insurance coverages. The Housing Authority is encouraged to have a risk manager and they are paid out of the Authority's premium. 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	(Yes)
Chairman Robert Barr	(Yes)

Chairman Barr requested comments from the public. No public comments. Chairman Barr requested comments from Board Commissioners and/or Administration. No further comments.

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 4:32 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer