

Housing Authority of the City of Ocean City

**Regular Board of Commissioner Meeting Minutes
January 17, 2023 – 4:02 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held January 17, 2023, at 4:02 p.m. at the Administrative Offices – 204 4th 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	(Excused @ 5:02 p.m.)
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; Michael Thilker, Auditor – Bowman and Co.; Rick Ginnetti, Consultant – The Brooke Group and Gloria Pomales, Executive Assistant.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from December 13, 2022. 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	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Chairman Barr changed the order of the meeting and moved to New Business for the audit report from Michael Thilker, Auditor of Bowman Company. Mr. Thilker introduced himself. He stated handouts of the audit were distributed to each of the Commissioners. He reviewed and explained the audit report for FYE 2021. Mr. Thilker discussed the finding and several other items that required adjustments to the financial statement.

Mrs. Jones suggested a verbal resolution be passed pertaining to the Audit followed with a written resolution next month. She stated the Audit for FYE 2021 conducted by the previous Auditors was submitted to HUD and the State. Mrs. Jones asked if the new audit for FYE 2021 should be resent to them. Mr. Thilker suggested resending with a brief explanation.

Treasurer’s Report

Ms. Cavallo reviewed the Financial Report for the three months ending December 2022. **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)

Chairman Barr presented Resolution # 2022-08 Executive Session.

Resolution #2023-08
Executive Session

Chairman Barr called for a motion to approve Resolution #2023-08. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones read a portion of Executive Session resolution indicating the session is to discuss sensitive issues pertaining to contract negotiations with regard to Peck’s Beach Family project. 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)

Regular Meeting closed for Executive Session at 4:31 p.m.
Regular Meeting re-opened at 5:54 p.m.

The Board is now back in open session having concluded the Executive Session and can proceed with business.

Executive Director’s Report

Mrs. Jones reported a new site manager, Michael Harris has been hired. The waiting list is currently closed and will be opening soon. The waiting list will always open to provide Ocean City residents the opportunity to apply. Currently, there are few Ocean City residents on the waiting list and/or a lack of acceptance of units by Ocean City residents.

Ron Miller will be creating a SharePoint site for everyone to be able to see construction photos, online real time as they become available of the Scattered Site Project. Mrs. Jones stated she has Draw Sheets available on the three active draws, which are Speitel/Bayview, Scattered Sites and Pecks Beach Development if anyone would like to review them. The draws will be available on the SharePoint site.

There have been some issues at Speitel Commons with the HVAC system splits. There has been continued issues since the building was turned over to the Authority and have received little to no assistance from the electrician that installed the units nor the manufacturer. Mrs. Jones stated the Authority has enlisted Solicitor Furman’s assistance to pursue this from a legal angle and will provide an update on this matter next month.

Ron Miller provided an update on Bayview renovations. Last month he mentioned changes that would be presented tonight but due to the nature of the changes and the complexity they have been delayed. In the meantime, work is being done in the common spaces of the building. The residents are constantly provided updates and notices. There have been no complaints thus far. In regard to the elevators, two additional contractors have been brought into review this project. Proposals will be submitted and reviewed. All three proposals will be evaluated by the Authority's professional and a recommendation will be made.

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	(Yes)
Chairman Robert Barr	(Yes)

Commissioner McCall was excused – 5:02 p.m.

Committee Reports – None.

Old Business – None.

New Business – No additional new business.

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

Resolution #2023-01
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$538,567.52. A motion was made by Commissioner Halliday; 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	(Absent)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2023-02
Resolution Designating an Official Newspaper

Chairman Barr called for a motion to approve Resolution #2023-02. A motion was made by Commissioner Henry; seconded by Commissioner Mumman. Mrs. Jones explained this resolution is passed every year to designating the two newspapers, The Atlantic City Press and the Daily Journal of Vineland for the housing authority. The following vote was taken:

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

Resolution #2023-03
Resolution Approving Dates for 2023 Board Meetings (REVISION)

Chairman Barr called for a motion to approve Resolution #2023-03. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Mrs. Jones stated this resolution is correcting the August 2023 meeting date. The following vote was taken:

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

Resolution #2023-04
Resolution Amending Resolution #2021-34 Entering into a Special Engineering Services Contract for Pecks Beach Family Redevelopment (Scullo Engineering)

Chairman Barr called for a motion to approve Resolution #2023-04. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Ron Miller explained the Board authorized resolution 2021-34 Special Engineering Services with Scullo Engineering for Pecks Beach Family. Additional services are needed to complete an environmental review record. The Authority solicited three quotes for this. Scullo was the lowest quote. This resolution is to add the additional services to their current contract. The following vote was taken:

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

Resolution #2023-05

Resolution Authorizing Payment of Draw #2 Pecks Beach Family Redevelopment

Chairman Barr called for a motion to approve Resolution #2023-05. A motion was made by Commissioner Halliday; seconded by Commissioner Mumman. Mrs. Jones stated this is the second draw in the redevelopment fund for Pecks Beach Family and details are attached to the resolution in the amount of \$237,770. The following vote was taken:

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

Resolution #2023-06

Resolution Authorizing Payment of Draw #30

Chairman Barr called for a motion to approve Resolution #2023-06. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Mrs. Jones reviewed #30 for Speitel/Bayview Manor in the amount of \$59,910. The following vote was taken:

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

Resolution #2023-07

Resolution Awarding Architectural and Engineer Services Contract (Donovan Architects)

Chairman Barr called for a motion to approve Resolution #2023-07. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Ron Miller explained this contract is for general architectural and engineering services throughout the year. Only one response to the RFP was received from Donovan Architects. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Absent)
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. Commissioner Mumman asked if an Audit Resolution will be passed tonight. No further comments.

Resolution #2023-09
Approval of the Audit of the FYE September 30, 2021 (Re-Audit)

Chairman Barr called for a motion to approve Resolution #2023-09. A motion was made by Commissioner Halliday; seconded by Commissioner Mumman. Mrs. Jones stated this resolution is to accept the YE 2021 Audit based on the presentation of the Auditor and will solidify this audit as the official audit FYE 2021 as long as there are no changes to the audit in the next 48 hours. The following vote was taken:

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

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Henry ; 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 5:11 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer