

## Housing Authority of the City of Ocean City

### Regular Board of Commissioner Meeting Minutes

May 15, 2018 – 5 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held on May 15, 2018, at 5:00 p.m. at Administrative Offices – 204 4<sup>th</sup> Street, Ocean City, New Jersey 08226.

The meeting was called to order by Chairman Barr and began with the Pledge of Allegiance. Chairman Barr read the Sunshine Law.

Upon roll call those present were:

Commissioner Robert Halliday	
Commissioner Sean Scarborough	<i>(Absent)</i>
Commissioner Michael Dattilo	
Commissioner Beverly McCall	
Commissioner Paula McFarland	<i>(Absent)</i>
Commissioner Patricia Jackson	<i>(Absent)</i>
Chairman Robert Barr	

Also present were Jacqueline Jones, Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant, Ron Miller, VHA Assistant Asset Manager – Operations, Patrick Mumman, Alternate Commissioner and Robert Henry, Alternate Commissioner.

#### Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from April 17, 2018. Tabled for next month.

#### Treasurer's Report

Linda Cavallo reviewed the Financial Report for the seven months ended April 30, 2018. Brief discussion regarding utilities. Motion to approve the Treasurer's Report made by Commissioner Halliday and seconded by Commissioner McCall. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Absent)
Commissioner Michael Dattilo	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Paula McFarland	(Absent)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

#### Executive Director's Report

Mrs. Jones stated the Smoke-Free Public Housing Policy is in motion. The signs are being made and all signs will be posted prior to July 1, 2018. Mrs. Jones reached out to the auditors regarding the audit, but has not heard back from him. She is hoping the auditors will present to the Board next month.

In regards to the RAD Program, Rick Ginnetti, Consultant and Mrs. Jones will continue to work on the application process to see how the program will work out for the OCHA. There are some new rules that have come into

play. It could be very advantageous so the OCHA will continue to work the RAD application as the Authority moves forward with the Peck's Beach redevelopment. Mrs. Jones asked if Commissioner Halliday had any comments regarding the Peck's Beach redevelopment. Commissioner Halliday stated at this point all bid packages are out to bid and awaiting for bids to come back. The pre-bid meeting was held last Friday and there were about 8 contractors in attendance. The package is due back May 31, 2018 – 10 a.m. for a public bid opening.

There is one update to the cash report. The funds that were due from the NJHMFA for the payment for the Pecks Beach Development to the engineer and a couple other payments that were made by the OCHA have been received.

Ron Miller updated the Board on a few items. Last month the exterminating over at Bayview was discussed. The exterminating continues to happen on the schedule that was presented to the Board with the exceptions of them being performed by Western bi-weekly not weekly as presented because the dogs cannot be in the units for the inspection within two weeks of the units being treated. The tenants have all been notified and the treatments continue. Some units were more infested than others. The informational meeting on bed bugs was held.

Ron discussed the removal of the bulk trash from the sites. The city has changed their policy on the bulk trash removal. They are no longer picking up bulk trash, which means the OCHA has to remove it. The OCHA only has one maintenance person and this is a difficult task. Staff from Vineland has been supplementing with equipment and hauling the items away. If this cannot be resolved with the City, the VHA has to come up with a breakdown of a flat rate charge of \$213.70 a trip to remove the bulk items. This is with OCHA paying the dump fees at Cape May County landfill.

Mrs. Jones stated that Trash Removal is part of the Cooperation Agreement with the City. The bulk trash would be items like couches, carpeting etc. Now the City is saying the removal of bulk items is not available for the Housing Authority. Commissioner Halliday is trying to work with the City on this issue. Discussion was had on how removal of items is handled from units with infestation.

On the agenda tonight, there is a resolution for additional maintenance time from Vineland, which was introduced last month. Ron reviewed the breakdown of what has transpired since last month. Mrs. Jones explained the vacancy turnover. Maintenance personnel, Steve continues with the work orders and VHA staff would be assigned to unit turnovers.

With no further discussion, motion to accept the Executive Director's Report made by Commissioner McCall and seconded by Commissioner Halliday. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Absent)
Commissioner Michael Dattilo	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Paula McFarland	(Absent)
Commissioner Patricia Jackson	(Absent)
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 #2018-18**  
**Resolution to Approve Monthly Expenses**

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$80,790.45. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Absent)
Commissioner Michael Dattilo	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Paula McFarland	(Absent)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

**Resolution #2018-19**  
**Resolution to Approve Annual Plan**

Chairman Barr called for a motion to approve Resolution # 2018-19. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones explained the 5-Year Plan and the last time the 5-Year Plan was approved it did not include the demolition of Peck's Beach, the plans for the new building nor the application for the Rental Assistance Demonstration Program. These are considered items qualifying as a significant amendment. The OCHA met with the Resident Advisory Board and conducting a public hearing as required. Now the resolution needs to be passed and it will be submitted to HUD to be one step closer to getting the demolition of Pecks Beach approved. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Absent)
Commissioner Michael Dattilo	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Paula McFarland	(Absent)
Commissioner Patricia Jackson	(Absent)
Chairman Robert Barr	(Yes)

**Resolution #2018-20**  
**Resolution Approving Reasonable Accommodation Policy**

Chairman Barr called for a motion to approve Resolution # 2018-20. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated the OCHA needed a Reasonable Accommodation Policy also for the demolition approval. When there is a demolition application the Fair Housing office of HUD/Newark has a lot of questions and requests certain items. This policy is one of the items requested. The OCHA did not have an official Reasonable Accommodation Policy. The policy basically states that the OCHA will consider any reasonable accommodation that someone asks for due to a disability. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Sean Scarborough	(Absent)
Commissioner Michael Dattilo	(Yes)
Commissioner Beverly McCall	(Yes)

Commissioner Paula McFarland (Absent)  
Commissioner Patricia Jackson (Absent)  
Chairman Robert Barr (Yes)

**Resolution #2018-21**

**Resolution Authorizing Utilization of Vineland Housing Authority Maintenance Staff to Supplement the Ocean City Housing Authority Maintenance Staff.**

Chairman Barr called for a motion to approve Resolution # 2018-21. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Brief discussion how this offsets the budget. The following vote was taken:

Commissioner Robert Halliday (Yes)  
Commissioner Sean Scarborough (Absent)  
Commissioner Michael Dattilo (Yes)  
Commissioner Beverly McCall (Yes)  
Commissioner Paula McFarland (Absent)  
Commissioner Patricia Jackson (Absent)  
Chairman Robert Barr (Yes)

There is no need for Executive Session tonight.

Chairman Barr requested comments from the public.

Robert Henry, Alternate Commissioner - Asked where the bids will be opened on May 31<sup>st</sup>. Bids will be open at the OCHA Administrative Offices.

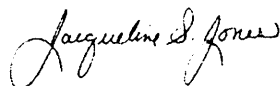
Chairman Barr closed the public comments portion of the meeting.

Chairman Barr requested any questions and/or comments from any of the Board Members at this time. Mrs. Jones stated that obviously filling vacancies as fast as possible is important to enable the Authority to collect rent. The other reason it is important, is that it is a factor in the Authority's subsidy calculation. If the Authority has a lot of vacancies and does not fill "available days" the Authority will not be funded as high as it could be.

Chairman Barr asked if Mrs. Jones wanted to discuss the packet. Mrs. Jones explained Chairman Barr is referring to the personal questionnaire and criminal background check forms that are required to be completed by each commissioner and the executive director for the NJHMFA financing of the redevelopment of Peck's Beach Village. Mrs. Jones has emailed everyone and will reach out to those not present this evening. The OCHA consultant asked that they be returned as soon as possible.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:26 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer