

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

October 15, 2019 – 5:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held on October 15, 2019, at 5:00 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	<i>(Arrived 5:02 p.m.)</i>
Commissioner Beverly McCall	
Commissioner Robert Henry	
Commissioner Patricia Jackson	<i>(Absent)</i>
Commissioner Brian Broadley	
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 and Linda Cavallo – Accountant.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from September 17, 2019. A motion was made by Commissioner Broadley 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)

Treasurer's Report

Ms. Cavallo reviewed the Financial Report for the twelve months ended September 30, 2019. Ms. Cavallo stated this is the year-end report, but some year-end adjustments will be made before the report is final. 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 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 stated there is not much to update on her written report. The OCHA is in a holding pattern waiting for the State to give a final approval on the construction "loan" for Speitel. Mrs. Jones reported the RAD financial package was filed with HUD. Consultant, Rick Ginnetti anticipates a February/March settlement. Sometimes the HUD items take a lot longer. Mr. Gabage will be involved with the HUD attorney as we work towards the settlement. Prior to settlement the Board will need to pass a resolution authorizing the Executive Director to sign off on the necessary documents.

Mrs. Jones discussed the Community Development Block Grant (CDBG) funding from the City. Every 5 years the City must write their plan. The City completes an annual plan and a 5-year plan. They invited Mrs. Jones to a planning meeting regarding the plan. They asked her what the Housing Authority needs. Mrs. Jones stated the OCHA needs some assistance with behavioral health services. After several months, Mrs. Jones received an email from Christine Gunderson who manages the CDBG funding for the City. The email stated the City had approved funding for behavioral health services for the Authority's residents. Mrs. Jones will be collaborating with the City CDBG staff to determine the best way to implement this program with the funding allocated. Mrs. Jones would also like to use an agency because of diversification skill sets. Mrs. Jones would like to issue a Request for Proposal for behavioral health services. The Board agreed to issuing an RFP for behavioral health services.

Mrs. Jones reviewed the Program Statistics Report discussing each line item.

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 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 – None

Old Business – None.

New Business – Chairman Barr thanked the St. John Lutheran Church for providing necessity kits to the Senior residents.

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

Resolution #2019-45 **Resolution to Approve Monthly Expenses**

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$67,607.83. A motion was made by Commissioner Mumman; seconded by Commissioner McCall. Mrs. Jones stated there isn't anything out of the ordinary on 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 #2019-46
Accounts Receivable Decried as Uncollectible

Chairman Barr called for a motion to approve Resolution #2019-46. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones these are residents that have moved out for various reasons over the past year and this is part of the clean-up for year end. 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 #2019-47
Authorizing Contract with National Contract Vendors
and
Resolution #2019-48
Authorizing Contract with State Contract Vendors

Chairman Barr called for a motion to approve Resolution #2019-47 & #2019-48. Mrs. Jones explained these two resolutions that are required at the beginning of each fiscal year that provides the Authority with flexibility to utilize some of the "contract" vendors if the needed arises. 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 #2019-49
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 #2019-49. A motion was made by Commissioner Broadley; seconded by Commissioner McCall. Mrs. Jones stated this is the same resolution that is being presented quarterly in advance of the Vineland Housing Authority staff performing maintenance services. 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 #2019-50
Authorizing a Shared Services Agreement with the Vineland Housing Authority

Chairman Barr called for a motion to approve Resolution #2019-50. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones stated the shared services agreement between the Vineland Housing Authority and the Ocean City Housing Authority would be effective retroactive October 1, 2019. This will be a 2-year agreement. As always it has a 30 day out clause on either side. Commissioner Henry stated the cooperation of the Vineland Housing Authority has been tremendous to the OCHA. Commissioner Henry asked what is included in the \$75,000. Mrs. Jones explained the \$75,000 is the initial contract to cover all management services. The original shared services agreement and resolution includes Attachment "A" listing additional services as needed/if needed. This current agreement and resolution include Attachment "A" as well. Commissioner Henry asked why Resolution #2019-49 is not part of this resolution. Mrs. Jones understands it seems redundant, but when HUD visited last year they asked about the Shared Services Agreement in detail. Mrs. Jones explained that she wanted to ensure that all services were documented with authorization. The following vote was taken:

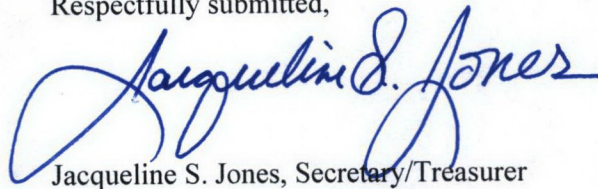
Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

There is no need for Executive Session tonight.

No public comments. Commissioner Henry stated the Authority is coming to the stretch in regard to the closings and wanted to know if the Board is anticipating any resistance from any parties and/or people. Mrs. Jones stated the OCHA has received OPRA requests in the last 2 years in regard to various subjects and the OCHA has responded to them. Mrs. Jones has not heard anything lately. The OCHA is moving forward with the current projects. Commissioner Henry asked if the commissioner should carry a list of talking points in case they are asked. It was suggested by various Board Members that if anyone from the public has questions to suggest they attend a Board Meeting.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Mumman; 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 5:36 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer