

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

May 19, 2020 – 3:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held on May 19, 2020, at 3:00 p.m. via tele-conference from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, NJ 08360.

The meeting was called to order by Chairman Barr. Chairman Barr requested everyone to rise for the Pledge of Allegiance.

Chairman Barr explained and gave instructions on how the tele-conference meeting would be managed. He stated that he will be moving old business and new business to the end of the meeting.

Upon roll call those present were:

- Commissioner Robert Halliday
- Commissioner Patrick Mumman
- Commissioner Beverly McCall
- Commissioner Robert Henry
- Commissioner Patricia Jackson
- Commissioner Brian Broadley
- Chairman Robert Barr

Chairman Barr read the Sunshine Law.

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Ron Miller, VHA Assistant Asset Manager – Operations, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant, Gloria Pomales, Executive Assistant and from the press, Donald Wittkowski - *OCNJDaily*.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from April 21, 2020. A motion was made by Commissioner Mumman and seconded by Commissioner Broadley. 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 | (Yes) |
| Chairman Robert Barr | (Yes) |

Treasurer’s Report

Ms. Cavallo reviewed the Financial Report for the seven months ended April 30, 2020. Motion to approve the Treasurer’s Report made by Commissioner McCall and seconded by Commissioner Halliday. Commissioner Henry commented that the column for notes is no longer necessary. 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 | (Yes) |
| Chairman Robert Barr | (Yes) |

Executive Director's Report

Mrs. Jones stated as she mentioned in her written report the closing for Speitel Commons at Bayview Manor was completed along with the RAD conversion for Bayview Manor and Peck's Beach Senior. The Board may have seen some construction activity at the site of Speitel commons as it has started. Due to the RAD conversion for Bayview Manor, the Housing Assistance Payment (HAP) contract for Peck's Beach Village – Senior and the fact that the Peck's Beach Family development remains funded under Public Housing, it will be necessary to develop a new financial structure for the OCHA. The Authority is receiving funding from HUD for these three properties under different forms of funding and it is necessary to maintain the income and expenses for each property separately. Mrs. Jones will explain this further during the resolution section of the meeting.

Along with the building of Speitel, the Authority will be working on some renovations to Bayview Manor. The specifications for the Bayview Manor renovations, which are multiple projects in that building are ready to be advertised. However, the Authority has decided to slow this project for now due to the COVID-19 pandemic. It is not practical right now for vendors and contractors to be going in and out of the building to attend a pre-bid meeting nor to begin projects in the building. This timing of this project and the manner to proceed will be assessed while taking into consideration the status of COVID-19 and what would best serve the health and safety of the residents.

The Authority will continue to collaborate with the City of Ocean City on the development of the Scattered Site units that will assist with the City's COAH requirement. This project is new construction and there will be no interaction with residents. A Shared Services Agreement will be presented to the Board soon for the specifics regarding this collaboration.

Mrs. Jones reviewed the two additional lines on the Cash Report. The top portion of the report under additions is a line for reimbursement for behavioral health services for February, March, and April from the City of Ocean City. Commissioners may recall the City wrote into the CDBG budget funding for behavioral health services for the Housing Authority residents. The Authority contracted with Acenda Behavioral Health for this service. The Authority pays the invoices as received and then submits the invoices to the City for reimbursement. Also, on the Cash Report near bottom just above the net cash balance a line was added called "Committed to Peck's Senior Demolition" in the amount of \$200,000. The Authority has these funds aside for the demolition of Peck's Beach Senior when the tenants move out. This commitment of funds is being presented to present an accurate net cash balance on the Cash Report.

Commissioner Broadley stated he has one commissioner training program to complete. Mrs. Jones stated his class will be scheduled in the Fall. Mrs. Jones also stated Commissioner Mumman has a class as well and it will be covered as well. The classes are being converted to online attendance.

Old Business – Commissioner Henry asked if the COVID-19 has affected any of the properties/residents. Mrs. Jones stated as far as the Authority knows there are no reports of anyone having the virus. About 98% of the residents are respectful of wearing a mask and not congregating in the common areas of the high-rise. Commissioner Jackson stated she has spoken to a few residents who were exposed to people who have tested positive to the virus at their place of employment, but they have tested negative.

New Business – None.

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

Resolution #2020-16
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$100,587.30. This is an updated report. Mrs. Jones stated the new items listed are the Acenda invoice as well as the Freedom Title invoice, which will be reimbursed by the NJHMFA for the Speitel project. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. 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	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-17
Resolution Establishing New Bank Accounts and New Accounting Structure

Chairman Barr called for a motion to approve Resolution #2020-17. A motion was made by Commissioner Halliday; seconded by Commissioner Broadley. Mrs. Jones stated because the OCHA converted Bayview Manor to RAD as well as Peck's Beach Senior to a Housing Assistance Payment Contract, and the Family site is still considered Public Housing, which are three different properties and three different forms of funding and to operate in the most efficient way, a Central Office Cost Center (COCC) is being established. The COCC will pay the bills for each of these properties and the accounting system will manage an inter-company process that will reimburse COCC for expenses on a monthly basis. For new checking accounts are needed - for COCC, Pecks Beach North (Senior), Bayview Manor/Speitel and a Bayview Manor Speitel construction account. The construction account will hold the \$200,000 for the demolition of Peck's Beach North (Senior). On the resolution there is an existing checking account listed and will be used for Peck's Family. Commissioner Henry asked if these bank accounts are only for a specific purpose and cannot be used for any other purpose. Mrs. Jones explained the funding for each property Bayview Manor under RAD, Pecks Senior under Housing Assistance Payment Contract and public housing for the family site are all separate forms of funding and should not be used on any of the other properties. 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	(Yes)
Chairman Robert Barr	(Yes)

There is no need for Executive Session tonight.

Committee Reports – None.

No public comments. Commissioner Henry congratulated Ms. Jones and her team on the closing. Commissioner Broadley stated the one thing learned from the Corona Virus event is that a lot can be accomplished without meeting in person. He purposes if the Board can do this efficiently without being in the same room that the meetings be conducted electronically going forward. He also proposes to add video to these calls. They seem to work well. This is his personal opinion and it up to the group. Chairman Barr said this suggestion will be reviewed. Commissioner Halliday agrees with Commissioner Broadley's suggestion and the 3 o'clock meeting time as well. Chairman Barr stated he will talk to each individual board member. Solicitor Gabage stated the one thing is that is obvious is that you have to amend the by-laws as long as you have majority to vote in favor of it. The only complication becomes that these meeting must be public and you also must allow

for executive session, which is a peculiar problem because executive session means that there is no one around that is not supposed to be listening. If you go into executive session with either telephone or video there no way to guarantee that somebody is not standing alongside a commissioner who is not supposed to be listening to what is going on. It does present somewhat of a complication, but not something that could not be overcome. There is discussion going on right now about perhaps changing this whole concept because of COVID-19. It is indicated that telephonic and video, particularly the Zoom meetings, seem to work very well and there may be some statutory modifications that will come in to affect that would allow and liberalize even the executive session. But assuming the executive session issue can be dealt with and there is a way that the public can get into these meetings within the framework of not only the State Statute but also HUD's regulations it can be done. Commissioner Barr stated these things can be discussed. Chairman Barr stated the fact that Speitel is under way in monumental and an accumulation of a lot of work of a lot of people. He is very proud of it. Something he wants everyone to keep in mind is that this was Ed Speitel's "baby". His memory and vision need to be kept alive in continuing to remember him. This is a tribute to him and everyone. Chairman Barr stated everyone involved needs to be commended, but he is thinking of Ed at this time. It is a true tribute and dedication to our City team, Housing Authority team, the Mayor, but especially Ed. No additional comments from Board Members.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Broadley; seconded by Commissioner Jackson. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 3:29 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer