

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

November 17, 2020 – 3:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held November 17, 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 read the Sunshine Law.

Upon roll call those present were:

Commissioner Robert Halliday	
Commissioner Patrick Mumman	
Commissioner Beverly McCall	
Commissioner Robert Henry	(arrived 3:04 p.m.)
Commissioner Patricia Jackson	(absent)
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, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant. In attendance from the public was reporter, Donald Whykowski, *The OCNJ Daily*.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from October 20, 2020. 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)

Commissioner Robert Henry entered the meeting.

Treasurer’s Report

Ms. Cavallo reviewed the Financial Report for the one month ended October 31, 2020. 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 provided an update from her written report. Speitel Commons schedule was attached to the Board Packet. She wanted to point out they are off schedule slightly on installing the trusses due to the rain and wind. The trusses must be installed via crane and the power lines are very close to the building, which has contributed to the delay. The trusses will be completed when the weather cooperates. In the meantime, there is some activity with the plumbing and the electrical rough ins, which is now ahead of schedule. There is no concern about the schedule at this time.

Mrs. Jones has been contacted by the Cape May County Department of Health for a mobile testing site for COVID-19. She does not have all the details yet. The testing will be conducted in early December at one of the Authority’s properties.

In December, the Authority normally has a holiday party for its elderly residents and unfortunately the Authority will not be able to do that this year due to COVID. Mrs. Jones would like to suggest is that the Authority offer a gift card to each of our residents and this time include the families which normally participate in the holiday party. Mrs. Jones is suggesting a \$25 gift card to the Acme for each head of household and then add \$10 for each additional family member in the household. This would be approximately \$3,570. This would be sent out to each family with a holiday card signed from the Commissioners and Staff. The gift card numbers would be tracked based on who received them for auditing purposes. Commissioner Halliday asked what the Authority would normally spend on the holiday party. Mrs. Jones stated approximately \$2,000 but it was just for the seniors and did not include the families. If the families would have been included with the seniors for the holiday party it would probably be at least the \$3,570 if not closer \$4,000. Commissioner Halliday stated considering the State of the Country he believes it is the right thing to do. The Board agreed. Chairman Barr stated there is activity underway by folks in town through Ways of Caring and Toys for Tots and trying to include Authority residents in this Holiday give program. An initial meeting was held today and they will be reaching out to the Fire Chief to try to do something for all 50 children that are in the Authority’s family housing units. Chairman Barr will get back to the Authority with more details for possible participation.

Mrs. Jones stated last month Commissioner Halliday asked for some of the efficiencies that the Authority has realized in the last few years through the Vineland Housing Authority relationship. Mrs. Jones had mentioned last month that she would bring that to the Board in December by that time the year end of 2020 would be complete and several years of data would be available to analyze. Mrs. Jones will report on this next month.

Commissioner Mumman asked in regard to the COVID mobile testing if it would be the instant test or the send out test. Mrs. Jones does not know yet, but from what she has heard in Cape May County it is the rapid test.

Commissioner Henry asked how much slack time is in the budget on the construction schedule and how much of that slack time has been used up already. Mrs. Jones stated she cannot answer right now but can discuss next month. As she mentioned earlier, the plumbing and electrical rough-in have started, which were not scheduled until December. Multiple trades are on site to keep the project on schedule – some are ahead and some are behind. More information will be known next month.

Commissioner Broadley commented he is aware in the past the Exchange Club has adopted families that were having trouble at Christmas. He asked Mrs. Jones is she becomes aware of any to let him know and he will help facilitate that.

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) |

Committee Reports – Chairman Barr stated the Development Committee will soon be scheduling a meeting to get the latest update on the Speitel building and other matters.

He would also like to announce since it is the month of November the Re-Organization Committee needs to be formed. He stated Commissioner Mumman will Chair this committee. Chairman Barr and Vice Chairman Halliday will also be on the committee. They will be meeting the week after Thanksgiving and will speaking with each commissioner about their thoughts to determine a slate of officers for 2021.

Old Business – None.

New Business – Chairman Barr reported as everyone is probably aware the 9th Street Acme recently caught on fire over the weekend. The City of Ocean City, the County along with other interested parties in town are attempting to put together some sort of transportation for the residents to another food store. They are aware this is a serious issue for the residents as most of them shop there. They will need transportation to the 34th Street Acme to have their needs met.

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

Resolution #2020-48
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$141,089.56. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Mrs. Jones reported there is a slightly updated bill list, but nothing unusual other than paying Haley Donovan \$67,500 for architectural/engineering work for Bayview Manor. The City will be reimbursing the Authority this amount. Also, on the Bill List is a payment for Ascenda for October, which will also be reimbursed. The Administration has been requested to highlight items that are going to be reimbursed and this will begin next month. 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 #2020-49
Resolution Authorizing Funding to the Ocean City Community Development Corporation

Chairman Barr called for a motion to approve Resolution #2020-49. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones reported a couple of months ago it was discussed to fund the OCCDC \$1,000 to pay for some incidental expenses until some income starts to come into that corporation. However, this was discussed in the OCCDC meeting and it was not discussed in the OCHA meeting. This resolution is to get the proper approval for this \$1,000 in the proper meeting. Commissioner Henry asked if this amount in a form of a loan or if it was equity. Mrs. Jones stated it will be in the form of a loan and will come back to the OCHA. 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 #2020-50
Approving Expenditures for Bayview Manor Electrical Panel Replacements

Chairman Barr called for a motion to approve Resolution #2020-50. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Ron Miller explained this was round two of bidding for the electrical panel replacements at Bayview Manor (61 units). Two bids were received. Electri-Tech Inc. was the lowest most responsible bidder. Commissioner Broadley asked if the second bidder was close. Ron stated the bids were \$14,000 apart. Commissioner Halliday asked if the re-bid scope was the same or if it had changes in the scope of work. Ron reported it was nearly identical except for the required missing documents inserted this time. 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. Charles Gabage wished everyone a Happy Thanksgiving. Chairman Barr wished everyone a happy and healthy Thanksgiving and to stay safe. It is a tough time right now but be thankful for the small things lucky enough to have. Commissioner Halliday asked everyone to stay safe and wished everyone a Happy Thanksgiving. Commissioner Mumman stated that driving by Speitel Manor that it is impressive on how quickly they are working and to see the changes on a weekly basis. Good work on the crew there and it is looking good.

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 Halliday. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 3:30 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer