

Housing Authority of the City of Ocean City

**Regular Board of Commissioner Meeting Minutes
February 16, 2021 – 3:00 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held February 16, 2021, 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
- 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, Maddy Vitale, *The OCNJ Daily*.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from January 19, 2021. A motion was made by Commissioner McCall 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 (Absent)
- Commissioner Brian Broadley (Yes)
- Chairman Robert Barr (Yes)

Treasurer’s Report

Ms. Cavallo reviewed the Financial Report for the four months ended January 31, 2021. Motion to approve the Treasurer’s Report 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)

Executive Director’s Report

Mrs. Jones stated Commissioner Halliday will report on Speitel Commons. The audit FYE September 30, 2019 status is unchanged from last month. The Authority has not had any communication from the Auditor on the status of the audit filing. The Authority will follow up in the next. Commissioner Halliday and Chairman Barr asked Mrs. Jones to let them know if they need to reach out to the auditors.

Mrs. Jones updated the board on Bayview Manor. The roof replacement has been awarded for Bayview Manor renovations. There has been bad weather the last several weeks. There is a resolution for an extension of this project until the end of March. The replacement of the electrical panels in the apartments is in process.. There are some meetings that have occurred and the team is working with the contractor to work on the exact method to replace the panels. There is no time constraint on this project and no rush to get it done.

Tenant account receivables remain basically unchanged as last month. The Authority continues to communicate with the residents as far as correspondence. There are a few that the Authority was unable to make contact with that are in more serious situation. The Authority is going to reach out to them at the site, knocking on their doors and asking how the Authority can help them resolve this issue.

There are few resolutions tonight Mrs. Jones will discuss in the resolution section of the meeting.

Commissioner Mumman requested an update on previous discussions of potentially looking into to see if we could get the COVID vaccine for the residents. Mrs. Jones stated she reached out to the Atlantic County Health Department and received no response as there were no vaccines available. Commissioner Halliday asked if the Authority knows if all residents are registered. Mrs. Jones does not know but knowing that some of the residents are not computer savvy or not having an email address the Authority sent them information with the phone number they could call for assistance to get on the list. Chairman Barr stated even if the Authority gets to a phase where it can have a clinic, everybody will still need to register on the State website. We will continue to work on this effort to try and secure an on-site vaccine event.

Motion to approve the Executive Director’s Report made by Commissioner Mumman 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)

Committee Reports – Chairman Barr turned the meeting over to Commissioner Halliday for the Re-Development Committee report. Commissioner Halliday provided a report on the site visit that he and Commissioner Henry had approximately 2 weeks ago at the Speitel Building. They met the Administrative Team along with the Construction Team and spent about an hour in the building going from top floor to bottom floor and then outside. They were both very impressed by the quality of work and cleanliness of the job as well as the professional presentation of the Construction Team on site. He really enjoyed and appreciated the visit. Chairman Barr was there virtually. Chairman Barr stated the job is so clean and being done so professionally. The Mayor has received no complaints. Mrs. Jones mentioned the siding is going up on the project today.

Old Business – None.

New Business – None.

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

Resolution #2021-06
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$74,170.20. Mrs. Jones stated there is nothing unusual on the current report which was revised from last week. 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	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2021-07
Resolution Approving Change Orders for Bayview Manor Roof

Chairman Barr called for a motion to approve Resolution #2021-07. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated as mentioned in her Administrative Report, the Authority would like to extend the contract for the roof replacement to March 31, 2021, which mostly due to bad weather. Commissioner Halliday stated there is a zero-cost impact on this extension. Chairman Barr asked if this is enough time to get the roof done. Mrs. Jones stated probably not and may come back for another extension if they cannot get it done by end of March. Ron stated in an ideal scenario they would need about 2 weeks of good working conditions to complete the roof. They are hopeful that they can begin by mid-March and are hoping to even start next week. 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 #2021-08
Award Contract for Architectural and Engineering Services

Chairman Barr called for a motion to approve Resolution #2021-08. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Mrs. Jones explained this resolution is to award Architectural & Engineering Services for the period of one year beginning March 2021 to February 2022. The architect happens to be the architect the Authority is currently working with on several projects including Speitel, Bayview and the Scattered Sites. There were three responses and Haley Donovan scored the highest of the three firms. Commissioner Mumman asked if this would be primarily for the Scattered Sites work. Mrs. Jones stated it will be for the Scattered Sites and other projects as needed. 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 #2021-09

**Resolution Approving Change Order for Construction of Speitel Commons at Bayview Manor
(fencing, window, curbing)**

Chairman Barr called for a motion to approve Resolution #2021-09. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated this resolution is for window stock for Speitel as well as fencing to replace the damaged fencing at the rear of the parking area and curbing and wheel stops at the rear parking area. Nine parking spots are being added at the south east end of Bayview Manor. It will not exceed \$15,800. 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 #2021-10

**Resolution Approving Change Order for Construction of Speitel Commons at Bayview Manor
(time extension)**

Chairman Barr called for a motion to approve Resolution #2021-10. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones explained since the beginning of the Speitel Commons project there has been some rain delays and days which are listed in report totaling 18 days. The contractor is asking to extend the completion date to May 31, 2021. 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. Chairman Barr asked for additional questions and/or comments from Authority Staff and Commissioners. Commissioner McCall asked if there was an update on the elevator situation previously discussed. Commissioner Halliday stated last he heard, which was during the walk through that they were making progress and was moving along in a positive direction. Commissioner Mumman stated he hopes the ground hog was wrong to keep the project moving along.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner McCall; 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 3:28 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer