

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

November 16, 2021 – 4:36 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held November 16, 2021 at 4:30 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
Commissioner Beverly McCall
Commissioner Robert Henry
Commissioner Patricia Jackson
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, Rick Ginnetti & Charlie Lewis – The Brooke Group and Mike Donovan & Meghan Bernhardt, Architects – Haley Donovan.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from October 19, 2021. A motion was 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	(Abstain)
Commissioner Brian Broadley	(Abstain)
Chairman Robert Barr	(Yes)

Treasurer's Report

Ms. Cavallo reviewed the Financial Report for the one month ending October 31, 2021. A motion was made by Commissioner Halliday and seconded by Commissioner Jackson. 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 provided updates on the ongoing projects. Rick Ginnetti stated the roof and the capping at Bayview is complete but the roof material manufacturer will be scheduled to come back out and do a final inspection. There is a little bit of work left on the lightning protection system because the capping on the roof needed to be completed first.

The contract for renovations for Bayview Manor has been awarded to Levy Construction. Rick stated the contract was awarded for the HVAC system, the windows and some exterior work. This was awarded in May, but the issue to getting started was getting the supplies. Most of the windows have been received. All of the HVAC supplies have arrived. A mock-up unit was being done today. All material should be received to start the project in December with a possible completion date in February. Mrs. Jones stated there are two people the Authority has in mind to hire to help move some residents in and out of the units to the community or elsewhere for part of the day providing refreshments while their unit is being worked on. The schedule is to complete two apartments in the morning and two in the afternoon.

In regard to the Scattered Site project, Rick stated they think they are on their final set of bid documents. They are under final review. The goal is to get them out for bid within the next two weeks and be able to award the project in January. Triad Associates completed the environmental review assessment and will be uploading it to the DCA. The Project Manager from the DCA will set up a construction kick off meeting before having a general contractor to go over how the schedule of draws work and other administrative details. There will be a closing held as well and a deed restriction will need to be finalized. This project will probably not be finished until the first quarter of 2023.

Mrs. Jones provided an update on Speitel. New hinges for the apartment doors have been ordered and will be installed when they are received.

The design phase of Peck’s Beach Family development and duplex type models were discussed. There are several entities involved in this project – the City, NJHMFA, tax credit investors and HUD. The goal is to possibly present a much better package by the next board meeting for everyone can review as well as meet with the City so they can review as well.

Commissioner Halliday asked if the Authority received any reservations from the residents in allowing the Authority to enter their units for work. Mrs. Jones stated there have been no issues to enter units for work completion. Commissioner Jackson asked if the Authority is required to supply school program for kids. Rick Ginnetti stated the Authority is required to build a community room, office and workshop. The community room can be used for a school program or partnership with other organizations to provide programs.

Motion to approve the Executive Director’s Report made by Commissioner McCall and seconded by Commissioner Jackson. The following vote was taken:

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|-------------------------------|-------|
| 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) |

Committee Reports – Chairman Barr stated it is that time of year again for nominations for Chair and Vice Chair. The reorganization committee will have a meeting within the next week or so and will be in touch with Board Members for nominations for the coming year.

Old Business – None.

New Business – None.

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

Resolution #2021-64
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$415,673.47. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones briefly reviewed the updated 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	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2021-65
Authorizing Payments of Draw 19

Chairman Barr called for a motion to approve Resolution #2021-65. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated this is a draw payment #19 for Speitel/Bayview in the amount of \$81,174. Rick Ginnetti stated the main invoice was to Levy Construction. 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 #2021-66
Awarding Demolition of Peck's Beach Village – Senior Housing Complex

Chairman Barr called for a motion to approve Resolution #2021-66. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated the bid went out for the demolition of Peck's Beach Village Senior buildings. Eight companies responded to the bid. The lowest responsible bid was received from American Demolition Corporation in the amount of \$118,000. Bidding amounts received were briefly discussed. 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 #2021-67

Authorizing Entering into a Shared Services Agreement with City of Cape May Housing Authority

Chairman Barr called for a motion to approve Resolution #2021-67. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones explained the Shared Services Agreement is for maintenance services as needed and when needed. The OCHA currently only has one maintenance man. When he goes on vacation, Vineland covers him for turnovers etc. Cape May will provide additional back up with an individual who is skilled. 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)

Chairman Barr requested comments from the public. No public comments. Chairman Barr requested comments from Board Members and/or Administration. Solicitor Gabage wished everyone a Happy Thanksgiving.

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 Jackson. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:02 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer