

Housing Authority of the City of Ocean City

**Regular Board of Commissioner Meeting Minutes
December 14, 2021 – 4:30 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held December 14, 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	<i>(absent)</i>
Commissioner Brian Broadley	<i>(via zoom)</i>
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 November 16, 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	(Absent)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Treasurer’s Report

Ms. Cavallo reviewed the Financial Report for the two months ending November 30, 2021. A motion was 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 on Bayview Manor roof and lightening protection system. Inspections by our consultant, architect and manufacturer have been conducted. Punch list items are in process and is being communicated to the vendor. The inspection was conducted on Friday so the manufacturer has not completed their report yet, but the consultant and architect information has been forwarded to the vendor. The lightning protection system has a few things that need to be rectified, but it is in motion. Overall, there has been good progress on this project considering where it was a few months ago

The exterior renovations at Bayview and the HVAC replacements are in progress. Windows are being installed on the west side of the building. All the windows will be white framed and the panels on the front of the building will be replaced with a produce and color that is similar to Speitel. This project may take approximately 6-8 weeks long.

The Pecks Beach Family project is still in the design phase. An email to the development committee will be sent to set some dates in January to get together to continue to work on this project.

The Scattered Site project is out for bid. The bids are due January 11th. In regard to Peck’s Beach Senior demolition, abatement will start in January and demolition will begin shortly after.

Halliday commented that the windows at Bayview look clean and nice.

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 – Commissioner Mumman provided a report regarding the nominations for the Election of Officers. The recommendation is for Chairman Barr and Vice Chair Halliday continue in their respective positions as well as Jackie as Secretary/Treasurer. Every commissioner was consulted. Mr. Gabage asked if anyone would like to nominate anyone else to the respective positions. Seeing no response, the nominations are Robert Barr as Chairman, Robert (Scott) Halliday as Vice Chair and Jacqueline Jones as Secretary/Treasurer. 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)

Old Business – None.

New Business – None.

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

Resolution #2021-68
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$332,996.63. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated there were a few additions from the initial package but nothing unusual. All of the draws from the City of Ocean City are up to date. 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 #2021-69
Appoint PHA-JIF Commissioner

Chairman Barr called for a motion to approve Resolution #2021-69. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones explained this is a resolution that is done annually stating she represents the Housing Authority for the Joint Insurance Fund. 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 #2021-70
Appoint Risk Management Consultant

Chairman Barr called for a motion to approve Resolution #2021-70. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated this a resolution passed annually to appointment the Risk Management Consultant, Thomas H. Heist Insurance Agency. Last year Commissioner Henry had asked about an assessment by the risk manager. Mrs. Jones stated she attempted several times to contact the Insurance Agency to get this done but without success possibly due to COVID. She will attempt again in the near future to get this assessment completed to provide to the Board. 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 #2021-71
Approve 2022 Board Meeting Dates

Chairman Barr called for a motion to approve Resolution #2021-71. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated these are projected meeting dates for next year for the third Tuesday of every month with the exception of the meeting in December. 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 #2021-72
Accounts Receivable Decried as Uncollectible

Chairman Barr called for a motion to approve Resolution #2021-72. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated this resolution is to clean up an uncollectible account from 2020 from a resident at Peck's Beach Senior due to the resident passing away. 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 #2021-73
Authorizing Payments of Draw 20

Chairman Barr called for a motion to approve Resolution #2021-73. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones briefly reviewed draw payment #20 for Speitel/Bayview in the amount of \$159,928.15. 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 #2021-74

Approving Change Order #6 for Bayview Manor and HVAC Renovations Project

Chairman Barr called for a motion to approve Resolution #2021-74. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated this is a change order for Bayview Manor for the concrete ramp at the rear of the building, which will be extended in length and height as well as eliminating a part of the railing with a cost of \$8,289.17. Ron Miller further explained the need for the change order. 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)

Chairman Barr requested comments from the public. No public comments. Chairman Barr requested comments from Board Members and/or Administration. Commissioner Halliday wished everyone a Happy Holiday. Commissioner Mumman congrats to Bob, Scott and Jackie and wished Commissioner Broadley a white Christmas in Florida. Commissioner Broadley wished everyone a Merry Christmas in New Jersey snow and storms like crazy.

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 4:50 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer