

**Housing Authority of the City of Ocean City**

**Regular Board of Commissioner Meeting Minutes**

**April 19, 2022 – 4:30 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held April 19, 2022, at 4:30 p.m. at the Administrative Offices – 204 4<sup>th</sup> 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	(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, Harry Furman, Esquire – Solicitor and Linda Cavallo – Accountant.

**Minutes**

Chairman Barr requested a motion to approve the Regular Meeting minutes from April 15, 2022. A motion was made by Commissioner McCall and seconded by Commissioner Mumman. The following vote was taken:

Commissioner Robert Halliday	(Abstain)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Abstain)
Chairman Robert Barr	(Yes)

**Treasurer’s Report**

Ms. Cavallo reviewed the Financial Report for the six months ending March 31, 2022. Commissioner Halliday questioned the management fees being underbudget. Mrs. Jones stated it is a combination of billing and timing as well as running more efficiently. Recertification from Peck’s Beach Family have not been billed yet. Commissioner Broadley questioned why the miscellaneous income was over budget. Mrs. Jones stated she would investigate this and respond. Commissioner Henry asked if the profit would remain at the end of the fiscal year as it is after 6 months. Mrs. Jones stated she is not sure yet. The Authority is not finished outfitting the first floor of Bayview Manor. Some of those funds are going to be used to refurbish the first floor of Bayview Manor. Specifically, four apartment and possibility two additional apartments as well as the office and shop. Mrs. Jones mentioned the Authority also has a reserve account and those funds are available to use as well. 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)

**Executive Director’s Report**

Mrs. Jones reminded the Board the Speitel Dedication will be on Monday at 11 a.m.

A lot of renovation work has been completed at Bayview Manor. The vendor is wrapping up the project and should be done soon. Mrs. Jones discussed the vents outside of the Bayview Manor building. The building airflow is working as designed. The common spaces still need to be finished as well as the lobby. The roof is finished and a final payment will be made to the vendor. It is under attorney review.

Mrs. Jones updated the Board on the redevelopment of Peck’s Beach Family. Mrs. Jones discussed the funding through HMFA and a lender. There is a preliminary study on how to fund this project. It is a very slow process.

Steve Rundall who has been the Maintenance Repairer for the OCHA for about 10 years rendered his resignation several weeks ago. His last day was about 2 weeks ago. A new employee has been hired and will start on Saturday. In the meantime, Vineland staff has been onsite covering day to day and emergency work orders.

Commissioner Henry asked for a written description of the financing terms for the redevelopment of Peck’s Beach Family. Commissioner Mumman asked about the completion of the demolition at Peck’s Beach Senior. Mrs. Jones stated it should be finished this week.

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** – None.

**Old Business/New Business**

Commissioner Broadley agreed with Commissioner Henry regarding a written description of the financing for Peck’s Beach Family redevelopment. Mrs. Jones discussed having a work session with the board once the details for the project are known. Commissioner Halliday commented on working on the internet connection.

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

**Resolution #2022-15**  
**Resolution to Approve Monthly Expenses**

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$246,141.85. Mrs. Jones stated there is nothing unusual on this bill list. A motion was made by Commissioner McCall; 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)

**Resolution #2022-16**  
**Awarding Janitorial Cleaning Services Contract**

Chairman Barr called for a motion to approve Resolution #2022-16. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Mrs. Jones stated the Authority has been using Clean Sweep Services for Bayview Manor for a while now. This contract for both Bayview and Speitel and is a one-year contract. 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 #2022-17**  
**Authorizing Payments of Draw 24**

Chairman Barr called for a motion to approve Resolution #2022-17. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Mrs. Jones provided a brief explanation on the draw. 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 Commissioners and/or Administration. Mrs. Jones reminded the Board regarding the Speitel Dedication on Monday at 11 a.m. No further comments Board Commissioners and/or Administration.

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 4:54 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Jacqueline S. Jones". The signature is written in a cursive style with a large initial "J".

Jacqueline S. Jones, Secretary/Treasurer