

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes September 20, 2022 – 4:30 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held September 20, 2022, 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, Harry Furman, Esquire – Solicitor and Linda Cavallo – Accountant.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from August 16, 2022. 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	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Treasurer's Report

Ms. Cavallo reviewed the Financial Report for the ten months ending August 31, 2022. A motion was made by Commissioner McCall and seconded by Commissioner Halliday. 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 reported there a few minor items to complete at Speitel Commons. Ron is working with the contractor to get that wrapped up. Bayview exterior renovations is complete and it is just a matter of finalizing paperwork. The interior renovations project at Bayview was awarded last month. Ron reported a job meeting was held today and they expect construction to start within the next 2 weeks. In regard to the landscaping project at Bayview, the Authority met with the landscape architect several weeks ago. The Authority will get quotes on the landscaping project because it is under the bid threshold. The plan is to get some of the work completed this fall and then improve on the landscaping from there. The goal is to possibly place a pavilion on the south side of Bayview where there is an existing concrete pad. Commissioner Halliday asked when the plans would be completed. Ron stated the Authority received the plans and he received the specs last week. Commissioner Halliday requested to see the plans.

The Pecks Beach Family redevelopment project will be discussed in Executive Session.

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

Old Business – None.

New Business – None.

Committee Reports – None.

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

Resolution #2022-44
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$99,688.02. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones stated there is nothing unusual with the 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 #2022-45
Certifying the 2020 Fiscal Year Annual Audit as Prescribed
by the New Jersey Local Finance Board

Chairman Barr called for a motion to approve Resolution #2022-45. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Mrs. Jones explained this resolution is for the 2020 Audit that was presented last month. The next resolution is for the 2021 Audit which was also presented to the Board last month. Certification must be signed by all the commissioners for both years. Commissioner Halliday commented in regard to no findings in the audits. Mrs. Jones confirmed there were no findings in the 2020 nor 2021 audit. The State requires the signed certification and receives a copy of the audit as well. 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 #2022-46
Certifying the 2021 Fiscal Year Annual Audit as Prescribed
by the New Jersey Local Finance Board

Chairman Barr called for a motion to approve Resolution #2022-46. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. 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 #2022-47
Resolution Adopting Budget 10/1/2022-9/30/2023

Chairman Barr called for a motion to approve Resolution #2022-47. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Mrs. Jones reported the Board approved the Budget in July. The budget was forwarded to the State and was approved. The Board now needs to adopt the Budget. 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 #2022-48
Transfer Ownership of Authority Owned Vehicle

Chairman Barr called for a motion to approve Resolution #2022-48. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones explained during the budget process it was discussed to have a new position of Site Manager at the OCHA. The person will need a vehicle and the budget allowed for a purchase of vehicle, which is a lot more money than proposed in the resolution. Vehicles are difficult to purchase and order currently. In the interim, the Vineland Housing Authority (VHA) has a couple of vehicles that are being disposed. Ron explained it is a 2012 Ford Focus with about 27,000 miles. The VHA purchased it new. He reported that a lot of the State and Local Government agencies are being blocked by fleet sales from dealers from purchasing vehicles due to the pandemic. Currently, for vehicles that have been ordered, there is a 2-year wait time to receive them. The VHA is disposing of this vehicle. It is a good running vehicle and in good condition and there are no known issues with it. 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 #2022-49
Award Accounting Services Contract

Chairman Barr called for a motion to approve Resolution #2022-49. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. Mrs. Jones explained the next several resolutions are to award the professional services Accounting (Linda M. Avena, CPA), Auditing (Bowman & Co.), Legal - General Counsel (Eisenstat, Gabage & Furman), General - Landlord/Tenant (Gruccio, Pepper, DeSanto & Ruth, PA), Consulting (The Brooke Group LLC) and Special Legal – Redevelopment Counsel (McManimon, Scotland & Baumann, LLC). These resolutions can be bundled for the vote. However, it is requested that each Commissioner vote “Yes to all”, if they are voting as such. If a Commissioner has a different vote for any of the professional services as presented, such as no, or abstain, that vote will be noted. Only one response was received for each of these RFPs. Commissioner Mumman asked if there is anything that can be put in the Auditing Contract to avoid issues the Authority has had in the past with the audits. Mrs. Jones stated the RFP states that the Auditor must complete the audit based on the statute or federal guidelines and there are deadlines. Commissioner Mumman asked if any penalties can be imposed if deadlines are not met. Ron Miller stated the RFP documents become part of the contract and if the Authority wanted to add verbage based on what they already publicly bid it would be a question for Mr. Furman. Mr. Furman stated a person takes on the contract based off of the RFP under a particular bid proposal. His suggestion for future purposes that can be placed into the proposal, but he would be careful about changing the terms of an agreement after the agreement has been approved by the Board. He is also concerned about someone not meeting the deadline but to change it after the fact he would be careful about. When this issue came up before, if somebody does not meet the contract specifications it can be discussed to hold back funds that have not already been paid. At this point he would be careful about changing the terms. 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 #2022-50
Award Auditing Services Contract

Chairman Barr called for a motion to approve Resolution #2022-50. A motion was made by Commissioner McCall; 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)

Resolution #2022-51
Award Legal Services Contract – General Counsel

Chairman Barr called for a motion to approve Resolution #2022-51. A motion was made by Commissioner McCall; 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)

Resolution #2022-52
Award Special Legal Services Contract – Landlord/Tenant

Chairman Barr called for a motion to approve Resolution #2022-52. A motion was made by Commissioner McCall; 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)

Resolution #2022-53
Award Consulting Services Contract

Chairman Barr called for a motion to approve Resolution #2022-53. A motion was made by Commissioner McCall; 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)

Resolution #2022-54
Award Special Legal Services Contract – Redevelopment Counsel

Chairman Barr called for a motion to approve Resolution #2022-54. A motion was made by Commissioner McCall; 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)

All Commissioners voted “yes to all” for Resolutions #2022-49 through #2022-54.

Resolution #2022-55
Adopting Affordable Rent Structure for Four (4) Units at Bayview Manor

Chairman Barr called for a motion to approve Resolution #2022-55. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. Mrs. Jones stated she introduced this concept to the Board last month and thoughts and ideas were discussed in regard to types of preferences. Mrs. Jones mimicked the current preferences the OCHA has because more research needs to be done to make sure the Authority is not violating any fair housing or federal rules by going outside of those preferences. The only difference with these applicants would be the income level. Mrs. Jones discussed the income levels. Commissioner Halliday would like to see a preference for veteran’s spouse. Mrs. Jones stated this will be looked into to this. 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 #2022-56
Executive Session

Chairman Barr called for a motion to approve Resolution #2022-56. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones stated a project update will be discussed on the Peck's Beach Family project. Mr. Furman stated sensitive issues will be discussed pertaining to contract negotiations with regard to the project over long term. These are questions that of course would be covered in Executive Session at this point. It would be logical and the right thing to do to have this discussion in Executive Session. 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)

Regular Meeting closed for Executive Session at 4:57 p.m.
Regular Meeting re-opened at 5:06 p.m.

Mr. Furman stated the Board is now back in open session having concluded the Executive Session and can proceed on that basis.

Chairman Barr requested comments from the public. No public comments. Chairman Barr requested comments from Board Commissioners and/or Administration. Commissioner Halliday asked if it was possible for the Board Members to change the Board Meeting from 4:30 p.m. to 4 p.m. There were no objections. Commissioner Jackson stated she has no issues with moving the time but may be a little unsure with her work schedule. Mrs. Jones stated the balance of the year's meeting will be readvertised and the By-Laws may need to be reviewed. Mr. Furman will review the By-Laws with regard to this particular issue in advance of the next meeting in case an amendment is needed.

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 5:09 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer