

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

August 15, 2023 – 4:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held August 15, 2023, at 4:00 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	(Absent)
Commissioner Robert Henry	(Absent)
Commissioner Patricia Jackson	
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	

Also present were Jacqueline Jones, Executive Director, Ron Miller, Director of Affordable Housing, Harry Furman, Esquire – Solicitor, Linda Cavallo – Accountant, Maddy Vitale, OCNJ Daily and Gloria Pomales, Executive Assistant.

Minutes

Tabled for next month. Chairman Barr requested a motion to table the approval to next month of the Regular Meeting minutes from July 18, 2023. Motion 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	(Absent)
Commissioner Robert Henry	(Absent)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Absent)
Chairman Robert Barr	(Yes)

Chairman Barr moved the order of business and requested the Auditor's report from Michel Thilker, CPA of Bowman and Company. Mr. Thilker thanked the Authority Staff and Management for their assistance in the audit. He reviewed highlighted items in the audit report FYE 2022. The audit has a clean opinion. There are no report modifications or issues that require any changes to the report. Mr. Thilker reviewed and explained the balance sheet including liabilities as well as the income statement. He discussed the statement of cashflows. Mr. Thilker discussed the footnotes and there were no adoptions of any significant accounting pronouncements. He discussed future accounting pronouncements such as the GASB 96 subscription-based technology. Bowman and Company is in the process of reviewing that with Management. There were no findings or issues in the Audit. Chairman Barr asked for any questions from the Board. There were no questions from the Commissioners present. He reviewed the ending governance letter provided to the Board. Mr. Thilker was happy to report there was no difficulty encountered during the audit. It is always nice working with Management. There are no disagreements with Management and Management has agreed to provide a representation letter dated today to enable the auditor by professional standards to issue their report. Mrs. Jones stated the audit was complicated for a couple of years and this year it was not too bad, but when the tax credit property starts it will get more complicated and will be more work for the accountants, staff and the auditors. She thanked Mike Thilker for the auditing services. Overall the summary is that the Authority's net position is good and better than it was last year. Debts are down and cash flow is good.

The Authority is healthy. Mrs. Jones stated the Audit Resolution will be passed next month. Several Commissioners are not in attendance this evening. The Commissioners will have an opportunity to read the audit and Mike Thilker is available by phone or zoom at any time. Mrs. Jones will make sure the Commissioners are aware of this too. Once the resolution is passed next month, the audit will be sent to the State.

Treasurer’s Report

Linda Cavallo reviewed the Financial Report for the ten months ending July 2023. **Motion to approve the Treasurer’s report** made by Commissioner Mumman and seconded by Commissioner Jackson. The following vote was taken:

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

Executive Director’s Report

Mrs. Jones asked Ron Miller to provide an update on the construction projects. Ron reported at Bayview that the ACM work throughout the building is significantly done. The Community room is complete other than some cleaning and button up items. There have been some challenges with the first floor with the electrician on the job and it has delayed progress a little bit. Unfortunately, the end of August timeline will not be met. The Authority is waiting on the schedule from the general contractor which is due by Thursday of this week. The landscaping work is still on hold.

Bids were advertised for the Pecks Beach Village Family Project today and is out for public bid. They are due just before the meeting next month. Once they are evaluated it will be decided to award or defer.

Commissioner Halliday asked for the status of the elevators at Bayview. Ron stated that car #2 went down with a bad sensor that was repaired in August. It was a significant expense. About a week after it was repaired, the other car went down with the same exact problem. It was just an ironic, unfortunate circumstance. The one that was first down was fixed. Ron received an update today that the parts are still on order.

Mrs. Jones stated the Authority likes to conduct unit inspections once a year. Currently, the Authority is at 599 inspections for the fiscal year. It seems like a lot and it is because the Authority is still diligently inspecting during the extermination processes as well as staying on top of the bed bug issues that were primarily at Bayview Manor. There are 1 or 2 bed bug cases left. The reason for these cases is because of residents that do not comply. It is contained at this point and the Authority is working as best as possible with the residents, but they are not very cooperative. The Authority is at 95% occupancy overall. There are 2 vacancies at Bayview, 1 at Speitel and 2 at Pecks. The Authority is actively looking at applicants to fill them. The Authority anticipates opening the waiting list probably in the next 30 days as the statistics reports states there are only 13 families with Ocean City preferences and 8 elderly/disabled or those with handicaps applicants that live in Ocean City as well. Commissioner Jackson stated she received a call from a resident’s sister who resides in Bayview and wanted to know if her sister can move to Speitel. Mrs. Jones stated generally transfers on not done because then everyone would want to move. Residents from the first floor of Bayview were moved to Speitel as part of the initial plan.

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

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

Committee Reports – None.

Old Business – None.

New Business – None.

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

Resolution #2023-41
Resolution to Approve Monthly Expenses

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$345,792.83. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Mrs. Jones briefly reviewed the bill list. The following vote was taken:

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

Resolution #2023-42
Granting Official Leave of Absence (Workman’s Compensation)

Chairman Barr called for a motion to approve Resolution #2023-42. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Mrs. Jones explained the OCHA’s maintenance employee was injured on July 11th and this resolution is required for the pension system. The following vote was taken:

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

Resolution #2023-43
Resolution Awarding Resident Wellness Program Services Contract
TABLED FOR NEXT MONTH

Chairman Barr called for a motion to **table** the approval of Resolution #2023-43. A motion was made by Commissioner Halliday; seconded by Commissioner Mumman. The following vote was taken:

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

Resolution #2023-44
Amending Resolution 2021-34 Entering into a Special Engineering Services Contract
for Pecks Beach Family Redevelopment

Chairman Barr called for a motion to approve Resolution #2023-44. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Ron Miller stated the amendment is for geophysical work for mark outs essentially. A demolition plan needs to be developed for the current buildings. This particular building is the most important as it has gas and water service for the entire site. It needs to be determined how to move the utilities. The Civil Engineering is hiring a company to mark out all the utilities on the site. The following vote was taken:

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

Resolution #2023-45
Renewal in the New Jersey Public Housing Authority Joint Insurance Fund

Chairman Barr called for a motion to approve Resolution #2023-45. A motion was made by Commissioner Mumman; seconded by Commissioner Jackson. Mrs. Jones explained this is the renewal for the Authority's NJ PHA JIF and it will be for three years. The following vote was taken:

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

Resolution #2023-46
Resolution Authorizing Payment of Draw 36

Chairman Barr called for a motion to approve Resolution #2023-46. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Mrs. Jones reviewed the draw. The following vote was taken:

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

Resolution #2023-47
Resolution Authorizing Payment of Draw #8 Pecks Beach Family Redevelopment

Chairman Barr called for a motion to approve Resolution #2023-47. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Mrs. Jones explained the draw. The following vote was taken:

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

Chairman Barr requested comments from the public. No public comments. Chairman Barr requested comments from Board Commissioners and/or Administration. No further comments.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Jackson; 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 4:32 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer