

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

November 21, 2023 – 4:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held November 21, 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 Chairperson Barr. Chairperson Barr requested everyone to rise for the Pledge of Allegiance.

Chairperson Barr read the Sunshine Law.

Upon roll call those present were:

Commissioner Robert Halliday	
Commissioner Patrick Mumman	
Commissioner Beverly McCall	(Absent)
Commissioner Robert Henry	
Commissioner Patricia Jackson	(Arrived 4:24 p.m.)
Commissioner Brian Broadley	
Chairperson Robert Barr	

Also present were Jacqueline Jones, Executive Director, Ron Miller, Director of Affordable Housing, Michael Watson, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant.

Minutes – Approval of minutes were tabled.

Treasurer's Report

Linda Cavallo reviewed the Financial Report for the one month ending October 2023. Motion to approve the Treasurer's report made by Commissioner Broadley and seconded by Commissioner Mumman. The following vote was taken:

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

Executive Director's Report

Mrs. Jones asked Ron Miller to provide an update on the construction projects. Ron Miller reported there was a small fire at Bayview on the 3rd floor on October 26th. It was confined to a single unit and no injuries were reported. There was very minimal fire damage to the unit, mostly water damage due to fire sprinkler activation. The fire was started by a cigarette in a trash can. All residents are back in the building. The two tenants that were affected by the damage have been relocated to the 1st floor temporarily. Work has already been started to restore the two units. AllRisk is working on the units. The units will be offline for a few months. Once the units are completed, the tenants will return to their original units. Smoking is not allowed at any public housing authority property per the no smoking policy. The Authority is following the tenants lease and working with counsel in regard to the matter. The tenant has been notified in writing regarding their rent increase based on their lease and the Authority can pursue the insurance deductible. It will eventually lead to an eviction proceeding. The actual eviction is up to the judge. Mrs. Jones stated in her opinion, it was a reckless act to throw a cigarette in a trash can which puts everyone's life at risk. This needs to be dealt with and there is an issue in housing in general and insurance

in general for these types of situations. The insurance company is following this ck closely and they want to make sure the Authority is following and enforcing the policies. There will be a general notice sent to everyone in the building, as well as for all the housing authority agencies.

The renovation on the 1st and 5th floors - The general contractor essentially turned over the 1st and 5th floor community spaces. There are a few ancillary items to be completed. The punch list is to be completed. The next phase will be the elevators. The elevators are scheduled to ship in December or early January. It is expected that work to start early April – May 2024. There has not been a final inspection as there is only one permit on the entire project. The electrical inspection passed.

Regarding Pecks Beach Redevelopment, as discussed last month the bid package is under review at the Office of the State Comptroller. The Authority has sent its comments back to the Office of the State Comptroller and the Authority is waiting to hear back from them.

Mrs. Jones reported that Ron and his team are very good at handling fire emergencies. They did a great job and the Ocean City Fire and Police were awesome. Relocating residents is not especially easy in an emergency situation and the team did an excellent job.

Mrs. Jones stated Bayview project is going very well and informed the Commissioners when they walk into the lobby to be prepared to be wowed. It is very impressive on how it turned out. The furniture is on order for the community space upstairs, boardroom and office space. It is expected to be delivered in December, but after Christmas. Mrs. Jones would like to suggest an open house in January. Ron has the IT items moving forward and hopefully the building will be ready for the January Board Meeting. Possibly have an open house inviting the Mayor and Council.

Traditionally the Board has authorized Mrs. Jones to process gift cards for the residents for the Holidays and she will continue to do that unless there are any objections. The Holiday cards are signed from the Commissioners and Staff.

There is a need to move the December meeting from Tuesday, December 19th to Wednesday, December 13th. An email will be sent out to all Commissioners and Professionals to confirm everyone is available.

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

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

Committee Reports – Chairman Barr stated the nomination committee has been formed for the officers for next year to include Commissioners Mumman, Halliday and himself. They will be in touch with everyone with their recommendations.

Old Business – None.

New Business – Brief discussion on Program Stats Reports in regard to work orders.

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

Resolution #2023-68
Resolution to Approve Monthly Expenses

Chairperson Barr called for a motion to approve the monthly expenses in the amount of \$478,598.69. A motion was made by Commissioner Halliday; seconded by Commissioner Broadley. Mrs. Jones briefly reviewed the bill list and specifically discussed the Atlantic City Electric invoice. The following vote was taken:

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

Resolution #2023-69
Resolution Authorizing Payment of Draw 39

Chairperson Barr called for a motion to approve Resolution #2023-69. A motion was made by Commissioner Broadley; seconded by Commissioner Mumman. 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	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2023-70
**Authorizing Management Agreement between the Ocean City Housing Authority
and the Ocean City Community Development Corporation**

Chairperson Barr called for a motion to approve Resolution #2023-70. A motion was made by Commissioner Mumman; seconded by Commissioner Broadley. Mrs. Jones provided an explanation stating this agreement is for the Ocean City Housing Authority to manage properties for the Ocean City Community Development Corporation (OCCDC). This same resolution will be presented in the OCCDC meeting. This is a somewhat standard agreement through NJHMFA. The fee is set by NJHMFA and is approximately \$7,000 for the year. There are also fees for service. The following vote was taken:

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

Commissioner Jackson arrived (4:24 p.m.)

Resolution #2023-71
Approval to Adopt Personnel Policy and Employee Manual

Chairperson Barr called for a motion to approve Resolution #2023-71. A motion was made by Commissioner Mumman; seconded by Commissioner Halliday. Michael Watson of Brown and Connery explained this resolution is to update the Authority's employee manual and personnel policies. The Authority combines these into one document. The Authority's insurance recommends and incentivized the Authority to update every 2 years. Mr. Watson briefly summarized and explained the changes. The following vote was taken:

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

Chairman Barr stated since Commissioner Jackson has arrived he will return to the Approval of the Minutes.

Chairperson Barr requested a motion to approve the Regular Meeting minutes from October 17, 2023. Motion made by Commissioner Halliday and seconded by Commissioner Jackson. The following vote was taken:

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

Chairperson Barr requested a motion to approve the Regular Meeting minutes from August 15, 2023. Motion made by Commissioner Halliday and seconded by Commissioner Mumman. The following vote was taken:

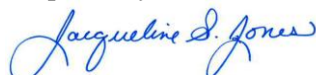
Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Absent)
Commissioner Robert Henry	(Abstain)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Abstain)
Chairperson Robert Barr	(Yes)

No need for Executive Session.

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, Chairperson Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Mumman; seconded by Commissioner Broadley. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 4:30 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer