

Housing Authority of the City of Ocean City

**Regular Board of Commissioner Meeting Minutes
January 16, 2024 – 4:00 p.m.**

The regular meeting of the Housing Authority of the City of Ocean City was held January 16, 2024, 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	
Commissioner Robert Henry	
Commissioner Patricia Jackson	(Absent)
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, Donald Wittkowski – OCNJ Daily and Gloria Pomales, Executive Assistant.

Minutes – Chairperson Barr requested a motion to approve the Regular Meeting minutes from December 13, 2023. Motion made by Commissioner Mumman and seconded by Commissioner Halliday. The following vote was taken:

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

Treasurer’s Report

Mrs. Jones reviewed the Financial Report for the three months ending December 2023. **Motion to approve the Treasurer’s report** 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	(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 provided an update on the two units at Bayview Manor affected by a fire. He met with the Authority’s consultant and the State regarding the ACM work that needs to be done in those units. The Authority needs to apply for some variances, which is done through the consultant. The State blessed the variances being requested verbally. They need to be submitted in paper form. Three prices for the work will need to be obtained to get the ACM work done.

Bayview Manor renovations are about 90% through the project and it is at a punch list stage. Some of the punch list items have been completed and some are not completed. The elevators arrived last week and this project is scheduled to start within the next 2 weeks. This should be completed in about 3 months. Mrs. Jones stated the office is somewhat set up, but not complete. The Site Manager will be going back and forth between both buildings. Community room furniture was delivered and Mrs. Jones would like to order more as well as lobby furniture but will wait until the project is 100% complete to see where the Authority is financially. The Authority would like to do some sort of open house at some point possibly when the weather improves.

Mike Watson updated the board on the status of the Peck’s Beach bid documents as it relates to working with the State on the requirements for the project in regard to the OSE approval.

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)
- Chairperson Robert Barr (Yes)

Committee Reports – None.

Old Business – None.

New Business – None.

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

Resolution #2024-01
Resolution to Approve Monthly Expenses

Chairperson Barr called for a motion to approve the monthly expenses in the amount of \$266,242.35. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones briefly reviewed 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 (Absent)
- Commissioner Brian Broadley (Yes)
- Chairperson Robert Barr (Yes)

Resolution #2024-02
Designating Official Newspapers

Chairperson Barr called for a motion to approve Resolution #2024-02. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones provided a brief explanation. 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)
Chairperson Robert Barr	(Yes)

Resolution #2024-03
Designate Public Agency Compliance Officer (P.A.C.O.)

Chairperson Barr called for a motion to approve Resolution #2024-03. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Ron Miller explained that the Division of Local Government Services requires someone to function as a Public Agency Compliance Officer typically revolves around purchasing and most of the time the purchasing agent is the P.A.C.O. If there is a request from the public or the Board for a procurement activity the P.A.C.O. is responsible for the request. 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)
Chairperson Robert Barr	(Yes)

Resolution #2024-04
Resolution Authorizing Payment of Draw #11 Pecks Beach Family Redevelopment

Chairperson Barr called for a motion to approve Resolution #2024-04. A motion was made by Commissioner McCall; 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	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2024-05
Adoption of Electronic Funds Transfer Policy (EFT Policy)

Chairperson Barr called for a motion to approve Resolution #2024-05. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones provided an explanation of the EFT Policy. 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)
Chairperson Robert Barr	(Yes)

No need for Executive Session.

Chairperson Barr requested comments from the public. Resident, Kathleen Ek – Speitel # 2091 concern regarding rent payment. Mrs. Jones will discuss her concerns after the meeting. Resident, Caroline Taylor – Speitel # 3091 concern about maintenance of cleaning of the outside of windows. Mrs. Jones stated this will not be completed during the winter months, but the Authority is looking into taking care of this matter. Ms. Taylor also had concerns about people smoking in the buildings. Mrs. Jones stated the Authority is also concerned about people smoking in the buildings. The Authority is taking action with those the Authority is aware who have smoked in the building or are smoking in the building. The Authority requests that if anyone knows of someone smoking in the building or has smoked in the building to report this to the Site Manager. No resident should confront anyone.

Chairperson 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 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 4:23 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer