
The Session convened at 5:00 PM with the following persons present:

Carl Jennings, Chairman
Donald Covin, Vice-Chairman
Michael Winnick, Commissioner
Carmen Rivera, Commissioner
Yvonne Russell-Mann, Commissioner
Dorthia Johnson, Commissioner
Andres Mejer, Commissioner

Also Present, Randy Phillips, Assistant Executive Director/Secretary
(For Tyrone Garrett, Executive Director/Secretary)
Kevin Kennedy, Esq., Legal Counsel

Legal Counsel, Kennedy read the required notice and Legal Counsel declares this Board of Commissioners Meeting of February 19, 2014 to be a Lawful Meeting.

NOTICE: In accordance with the Local Public Meetings Act of 1975 and as amended, advanced notice of the meeting including the Agenda, was sent to the local newspapers, delivered to the City Clerk’s Office, posted on the Long Branch Housing Authority Web Site, and posted at all Long Branch Housing Authority Offices at least (48) hours prior to convening the meeting.

The Chairman announced that all cell phone be turned off or put on vibrate for the meeting.

The Chairman led the Salute to the Flag.


Mr. Phillips asked if there were any corrections, changes, or comments to the minutes. Being none, Commissioner Winnick made a motion to accept and approve the minutes as presented, seconded by Commissioner Covin.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Chairman Jennings.
Opposed, None.
Absent, None.
Abstention, Commissioner Mejer.
RESOLUTION 02-01-2014 – RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF FEBRUARY, 2014 INCLUDING SECTION 8 EXPENDITURES.

Commissioner Russell-Mann stated that she has reviewed the List of Bills along with Commissioner Winnick and the Finance Committee of LBHA. Commissioner Russell-Mann made a motion to accept and approve the List of Bills for the Month of February in the amount of $1,520,591.04, seconded by Commissioner Covin.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Mejer, Chairman Jennings.
Opposed, None.
Absent, None.
Abstention, None.

Public Comment was called for on this Resolution and this Resolution only, with no response.

RESOLUTION 02-02-2014 – RESOLUTION OF CERTIFICATION OF COMPLIANCE FOR CONDUCTING COMPENSATION COMPARABILITY ANALYSIS CITY OF LONG BRANCH HOUSING AUTHORITY.

There were no discussions or comments on this Resolution from the Commissioners

Commissioner Winnick made a motion to accept and approve Resolution 02-02-2014 as presented, seconded by Commissioner Rivera.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Mejer, Chairman Jennings.
Opposed, None.
Absent, None.
Abstention, None.

Public Comment was called for on this Resolution and this Resolution only, with no response.

ADDED STARTERS:

There are no added starters for this Board of Commissioners Meeting of February 21, 2014.
MOTIONS:

Mr. Phillips stated that there is a motion needed to obtain Ad Journals and tickets for three (3) different community events.

1. Pilgrim Baptist Church – Men’s and Boy’s Community Breakfast held at the Pilgrim Baptist Church, Shrewsbury, NJ on March 15 at 8:00 am.

(10) Tickets @ $5.00 each for a total of $50.00.


(10) Tickets @ $40.00 each for a total of $400.00.


(8) Tickets @ $50.00 each for a total of $400.00
½ Page Ad @ $75.00 for a total of $75.00
Grand Total $475.00.

Commissioner Winnick made a motion to accept the purchase of tickets and ad journals as presented, seconded by Commissioner Russell-Mann.

All in Favor: Motion #1 Pilgrim Baptist Church: Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Mejer, and Chairman Jennings.
Opposed, None.
Absent, None.
Abstention, None.

All in Favor: Motion #2 KJ525: Commissioners Russell-Mann, Winnick, Rivera, Covin, Mejer.
Opposed, None.
Absent, None.
Abstention, Commissioners Jennings, Johnson.

All in Favor: Motion #3 Central Jersey Club: Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Mejer, and Chairman Jennings.
Opposed, None.
Absent, None.
Abstention, None.
COMMISSIONERS COMMENTS AND CONCERNS:

Commissioner Johnson just thanked the Maintenance Department for a great job in the snow removal.

Commissioner Russell-Mann stated that she spoke to a few Commissioners of the Red Bank Housing Authority and they stated that they were very grateful for Long Branch Housing stepping in and helping out.

PUBLIC PARTICIPATION:

Janice Statham, 39 Hobart Manor: She also commended the Maintenance for a excellent job in the snow removal.

There being no further matters for Public Participation, Commissioner Mejer made a motion to closed Public Participation, seconded by Commissioner Covin.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Mejer, Chairman Jennings.
Opposed, None.
Absent, None.
Abstention, None.

EXECUTIVE SESSION:

There are no matters for Executive Session.

ADJOURNMENT:

There being no further matters of discussion for this Board of Commissioners Meeting of February 19, 2014, Commissioner Winnick made a motion to adjourn, seconded by Commissioner Covin.

Meeting Adjourned.

Randy Phillips, For Tyrone Garrett, J.D. Date 3/17/2014
MINUTES OF THE LONG BRANCH HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING HELD JANUARY 27, 2014.

The Session convened at 5:00 P.M. with the following persons present:

Donald Covin, Vice-Chairperson
Michael Winnick, Commissioner
Yvonne Russell-Mann, Commissioner
Carmen Rivera, Commissioner
Dorthia Johnson, Commissioner

Absent: Andres Mejer, Commissioner

Late: Carl Jennings, Chairman (arrival 5:10 P.M.)

Also Present: Tyrone Garrett, JD, Secretary
Kevin Kennedy, Esq., Legal Counsel

The Secretary read the required notice and Legal Counsel Kennedy declares this Board of Commissioners Meeting of January 27, 2013 to be a Lawful Meeting. Legal Counsel Kennedy also stated that Notice was placed in the newspaper (hereto attached) stating that due to the snow storm the meeting of the LBHA Board of Commissioners which was scheduled for January 22, 2014 was adjourned and carried to January 27, 2014 at 5:00 pm.

NOTICE: In accordance with the Local Public Meetings Act of 1975 and as amended, advanced notice of the meeting including the Agenda, was sent to the local newspapers, delivered to the City Clerk’s Office, posted on the Long Branch Housing Authority Web Site, and posted at all Long Branch Housing Authority Offices at least (48) hours prior to convening the meeting.

The Secretary announced that all cell phones be turned off or put on vibrate for the meeting.

The Secretary Led the Salute to the Flag.


The Secretary asked if there were any corrections, changes, or comments to the minutes. Being none, Commissioner Winnick made a motion to accept and approve the minutes as presented, seconded by Commissioner Russell-Mann.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin.
Opposed, None.
Absent, Commissioners Jennings, Mejer.
Abstention, Commissioner Johnson.

The Secretary asked if there were any corrections, changes, or comments to the minutes. Being none, Commissioner Winnick made a motion to accept and approve the minutes as presented, seconded by Commissioner Rivera.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Johnson.
Opposed, None.
Absent, Commissioners Jennings, Mejer.
Abstention, Commissioner Covin.

RESOLUTION 01-01-2014 – RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF JANUARY 2014 INCLUDING SECTION 8 EXPENDITURES.

Commissioner Russell-Mann stated that she has reviewed the List of Bills with the Finance Committee. Commissioner Russell-Mann made a motion to accept and approve the List of Bills for the Month of January in the amount of $1,306,573.54, seconded by Commissioner Winnick.

No questions from the Commissioners on this Resolution.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson.
Opposed, None.
Absent, Commissioners Jennings, Mejer.
Abstention, None.

Public Comment was called for on this Resolution and this Resolution only, with no response. There is no public present.

RESOLUTION 01-02-2014 – RESOLUTION AUTHORIZING OFFICIAL TRAVEL BY LBHA STAFF, COMMISSIONERS, AND RESIDENTS TO ATTEND DESIGNATED TRAINING WORKSHOPS AND CONFERENCES.

Commissioner Covin made a motion to accept and approve Resolution 01-02-2014 as presented, seconded by Commissioner Rivera.

No questions from the Commissioners on this Resolution.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson.
Opposed, None.
Absent, Commissioners Jennings, Mejer.
Abstention, None.

No public present for comments.
RESOLUTION 01-03-2014 – RESOLUTION ACKNOWLEDGING AN ASSIGNMENT OF AN EXISTING “AS NEEDED” ARCHITECTURAL AND ENGINEERING SERVICE.

The Secretary stated that SunRose Engineers Inc. major partner, Ambrose C. O’Donnell, passed away. Ambrose O’Donnell and Dan Fredrick have owned all common stock of SunRose Engineers, Inc. It is the resolution of the corporation to cease operations and dissolve the company as a result of the death. The dissolution effective date is at such time it is deemed that all contract obligations have been satisfied. Upon discovery of Ambrose O’Donnell’s illness, Dan Fredrick executed necessary provisions and put in place a new corporation, MPE Consulting and Design LLC, to simplify and ease into the transition for employees’ and clients. MPE Consulting and Design LLC will fulfill the contract obligations with the same personnel and fee schedule as SunRose Engineers. Dan Fredrick’s is the sole member of the new corporation. MPE Consulting and Design LLC will continue to provide the Housing Authority with quality professional service.

The Secretary stated that this is a name change due to death of a partner, nothing else will change.

Kevin Kennedy, Esq. stated that nothing is changing in the payment schedule, amount we are paying, etc., this is a standard procedure.

Please let the record reflect that Chairman Jennings is present to participate in this Board of Commissioners Meeting of January 27, 2014.

Commissioner Covin made a motion to accept and approve Resolution 01-03-2014 as presented, seconded by Commissioner Winnick.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Chairman Jennings.
Opposed, None.
Absent, Commissioner Mejer.
Abstention, None.

No public present for comments.

RESOLUTION 01-04-2014 – RESOLUTION RE-ADOPTING AND RE-AFFIRMING RESOLUTION.

Legal Counsel, Kennedy stated that at the end of December 2013, the IRS issued a directive that all 457 Plans be amended so as to reflect and incorporate recent amendments to regulations regarding the worker, retiree, and Employer Recovery Act. This directive to amendment had to be effective December 31, 2013 and we received it on December 19, 2013 after the regularly scheduled Board of Commissioners meeting. An email poll was taken with an affirmative or negative vote and would be memorialized at the next scheduled meeting.
Out of an abundance of caution, the Long Branch Housing Authority Representatives are of the opinion that it would be appropriate to re-adopt and re-affirm at the next regularly scheduled Board Meeting in January that has been duly advertised for a regular public meeting of the Long Branch Housing Authority.

Commissioner Winnick made a motion to adopt and accept Resolution 01-04-2014 as presented, seconded by Commissioner Covin.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Chairman Jennings.
Opposed, None.
Absent, Commissioner Mejer.
Abstention, None.

No public present for comments.

1. **RESOLUTION 01-05-2014 – RESOLUTION AUTHORIZING ACCEPTANCE AND CONFIRMING RECEIPT OF INDEPENDENT AUDITOR’S REPORT FOR YEAR ENDING JUNE 30, 2013.**

Commissioner Winnick made a motion to accept and approve Resolution 01-05-2014, seconded by Commissioner Covin.

Discussion:

The Secretary asked if there were questions and concerns regarding the audit.

Chairman Jennings stated that it was long.

The Secretary stated that as time goes on they will be more complex and lengthy as we continue to redevelop and take on more tasks and duties.

Legal Counsel, Kennedy stated that Resolutions 01-05, 01-06, 01-07 2014 can be adopted at the same time.

2. **RESOLUTION 01-06-2014 – HOUSING AUTHORITY OF THE CITY OF LONG BRANCH TRANSMITTAL FORM LOCAL AUTHORITIES GROUP AFFIDAVIT FORM PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD AUDIT REVIEW CERTIFICATE.**

3. **RESOLUTION 01-07-2014 – HOUSING AUTHORITY OF THE CITY OF LONG BRANCH TRANSMITTAL FORM LOCAL AUTHORITIES BOARD RESOLUTION PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD.**
Commissioner Winnick amended the motion to accept and approve Resolutions 01-05-2014, Resolution 01-06-2014, and Resolution 01-07-2014 as presented, seconded by Commissioner Johnson.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Chairman Jennings.
Opposed, None.
Absent, Commissioner Mejer.
Abstention, None.

No public present for comments.

PUBLIC PARTICIPATION:

No need for Public Participation, no public present.

EXECUTIVE DIRECTOR REPORT:

The Secretary stated that he has request for the purchase of tickets and ad journals.

1. MLK Guild of Greater Long Branch. Due to timing the tickets have been purchased (10) tickets at $12.00 each total of $120.00. The event took place January 17, 2014. There is no Ad Journal to purchase.

Commissioner Covin made a motion to accept the purchase of said tickets, seconded by Winnick.

Ayes, Commissioners Winnick, Rivera, Covin, Johnson.
Opposed, None.
Absent, Commissioner Mejer.
Abstention, Commissioners Jennings, Russell-Mann.

2. Prevention First Anniversary Gala. The request is for (2) tickets at $250.00 each totaling $500.00. There is no Ad Journal to purchase.

Commissioner Winnick made a motion to purchase said tickets, seconded by Commissioner Covin.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Chairman Jennings.
Opposed, None.
Absent, Commissioner Mejer.
Abstention, None.

1. Naomi Benyard – Taekwondo United Karate Tournament. Naomi is the daughter of Nichele, LBHA’s Housing Inspector. Naomi is looking for
sponsorship to help towards transportation and hotel costs. There is no said amount.

Chairman Jennings made a motion to make a donation of $300.00, seconded by Commissioner Winnick.

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Chairman Jennings.
Opposed, None.
Absent, Commissioner Mejer.
Abstention, None.

3. The Ocean Chapter of Drifters, Inc. for the purchase of full page ad at $65.00. There are no tickets to purchase.

Mr. Garrett stated that we will purchase (3) full page ads at a cost of $65.00 each, (1) from Long Branch Housing Authority, (1) from Maestro CDC, and (1) from Team Evolve for a Total of $130.00.

Commissioner Covin made a motion to purchase (3) full pages ads at a cost of $65.00 each from (1) Long Branch Housing Authority, (1) Maestro CDC, and from (1) Team Evolve, seconded by Commissioner Winnick.

Ayes, Commissioners Winnick, Covin, Rivera, Johnson, Chairman Jennings.
Opposed, None.
Absent, Commissioner Mejer.
Abstention, Commissioner Russell-Mann.

COMMISSIONERS COMMENTS AND CONCERNS:

Commissioner Johnson expressed her appreciation for the good job the Maintenance Department did during the snow storm.

There was a brief discussion of the snow removal with Mr. Garrett and the Board of Commissioners with Mr. Garrett stating that his Maintenance Staff did a great job. The only development that was not quite finished was the Woodrow Wilson Homes Common because of the area, but was addressed; the complex is not fully occupied, which gave us some flexibility.

Chairman Jennings voiced his concern that the Bucky James Center was not plowed during the snow storm. There were different agencies that use the building and were upset over the fact that the walk way was not plowed.

The Secretary stated that when the office closes, the Bucky James Center will be closed. We will notify all the entities that use the building that it is closed as well as posting an announcement of the front door.
Chairman Jennings also stated that he had one comment. On MLK Holiday, he went to Virginia Beach to watch one of our Residents that will be graduating from Albright College in Pennsylvania this June that was voted for the All-Star Football Division 3, Devron Clarke. He played well and he is graduating college, and doing well. I just mention this because he is a product of the Long Branch Housing Authority.

The Secretary stated that if it has not already gone out, the Ribbon Cutting Invitation for the Woodrow Wilson Commons will be next week.

All Commissioners present stated that they have received and replied back.

Residents will be moving into Gregory School on February 1, 2014 and the Ribbon Cutting will be on March 3, 2014, invitations will be mailed shortly.

There being no further matters of discussion for this Board of Commissioners Meeting of January 27, 2014, Commissioner Covin made a motion to adjourn, seconded by Commissioners Johnson.

Meeting adjourned.

Tyrone Garrett, Secretary

Date

2-20-19
MEMBER THE ASSOCIATED PRESS AND THE AMERICAN NEWSPAPER PUBLISHERS ASSOCIATION

Asbury Park Press
New Jersey Press Media Solutions
P.O. Box 677599
Dallas, TX 75267-7599

LONG BRANCH HOUSING AUTH
2 HOPE LN
LONG BRANCH, NJ 077407080
Attn: SALLY MORRELL

January 25, 2014

Acct#: 005165 Order # 0101974583

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Affidavit of Publication Charge

TOTAL AMOUNT DUE: 35.00

TOTAL AMOUNT DUE: 69.20

Check #: ____________________
Date: ____________________

CERTIFICATION BY RECEIVING AGENCY
I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE
THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES
RENDERED AND ARE IN COMPLIANCE WITH THE
SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID
CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR
OTHER REASONABLE PROCEDURES OR VERIFIABLE
INFORMATION.

SIGNATURE: ____________________
TITLE: ____________________ DATE: ____________________

CERTIFICATION BY APPROVAL OFFICIAL
I CERTIFY AND DECLARE THAT THIS BILL OR INVOICE IS
CORRECT, AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO
SATISFY THIS CLAIM. THE PAYMENT SHALL BE CHARGEABLE TO:

APPROPRIATION ACCOUNT(S) AND AMOUNTS CHARGED: P.O. # ____________________

SIGNATURE: ____________________
TITLE: ____________________ DATE: ____________________

CLAIMANT'S CERTIFICATION AND DECLARATION:
I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THIS BILL OR INVOICE IS CORRECT IN ALL ITS PARTICULARS;
THAT THE GOODS HAVE BEEN FURNISHED OR SERVICES HAVE BEEN RENDERED AS STATED HEREIN; THAT NO BONUS HAS BEEN GIVEN OR
RECEIVED BY ANY PERSON OR PERSONS WITHIN THE KNOWLEDGE OF THIS CLAIMANT IN CONNECTION WITH THE ABOVE CLAIM; THAT THE
AMOUNT HEREIN STATED IS JUSTLY DUE AND Owing, AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

L. G. January 25, 2014
Signature: ____________________
Federal ID #: 061032273
Official Position: Clerk

Kindly return a copy of this bill with your payment so that we can assure you proper credit.
State of New Jersey  } SS.
Monmouth/Ocean Counties

Personally appeared

Of the Asbury Park Press, a newspaper printed in Freehold, New Jersey and published in Neptune, in said County and State, and of general circulation in said county, who being duly sworn, deposeth and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

1/25/14

Sworn and subscribed before me, this 25 day of January, 2014

Notary Public of New Jersey

CITY OF LONG BRANCH

LONG BRANCH HOUSING AUTHORITY
SPECIAL/ADJOURNED MEETING

Please be advised that due to the snow storm, the meeting of the Long Branch Housing Authority Board of Commissioners, which was scheduled for January 22, 2014, was adjourned to January 27, 2014 at 5:00 P.M. The said meeting will convene at the Long Branch Housing Authority Administrative Office, located at 5 Hope Lane, Long Branch, NJ. The agenda, to the extent known, includes the following:

- Approval of Minutes
- Approval of bills/vouchers
- Potential authorization for Authority representatives to attend designated training workshops
- Potential assignment of an Architectural/Engineering Contract
- Acceptance and review of the Auditor’s Report
- Authorization to transmit Audit to appropriate authorities
- Ratification of a Resolution amending the 457 Plan so as to reflect inserted report administrative amendments
- Potential Executive Session
- Such other matters as may be presented to the Board

A copy of the Agenda is available for public inspection at the Authority’s Administration Building. Formal action may be taken at the said meeting. The public is welcome to attend.

Kathleen A. Gibson
Notary Public State of New Jersey

My Commission Expires Dec. 18, 2014

($34.20) 974583
LONG BRANCH HOUSING AUTHORITY
SPECIAL / ADJOURNED MEETING

Please be advised that due to the snow storm, the meeting of the Long Branch Housing Authority Board of Commissioners, which was scheduled for January 22, 2014, was adjourned / carried to January 27, 2014 at 5:00 P.M. The said meeting will convene at the Long Branch Housing Authority Administrative Office, located at 2 Hope Lane, Long Branch, NJ. The agenda, to the extent known, includes the following:

- Approval of Minutes
- Approval of bills / vouchers
- Potential authorization for Authority representatives to attend designated training workshops
- Potential assignment of an Architectural / Engineering Contract
- Acceptance and review of the Auditor’s Report
- Authorization to transmit Audit to appropriate authorities
- Reaffirmation of a Resolution amending the 457 Plan so as to reflect / incorporate recent administrative amendments
- Potential Executive Session
- Such other matters as may be presented to the Board

A copy of the Agenda is available for public inspection at the Authority’s Administration Building. Formal action may be taken at the said meeting. The public is welcome to attend.
Per your discussion of yesterday afternoon with Kevin, enclosed please find a proposed Notice for the snow adjourned Board Meeting. If acceptable, please arrange for the same to be published as quickly as possible.

Christine Phillips, Legal Assistant
Law Office of Kevin E. Kennedy, LLC
165 Highway 35
Red Bank, NJ 07701
Phone: (732) 936-1099
Fax: (732) 936-1960
Your message has been delivered to the following recipients:

LEGALS, APP

Subject: Special - Adjourned Meeting (1-27-14)
Sally Morrell

From: Beckett, Sharon [SBeckett@njpressmedia.com] on behalf of LEGALS, APP [ALEGALS@njpressmedia.com]
Sent: Thursday, January 23, 2014 12:10 PM
To: Sally Morrell
Subject: RE: Special - Adjourned Meeting (1-27-14)

I received your request to publish on 1/25.

Sharon Beckett
Legal Clerk
3601 Hwy. 66 | Neptune, NJ 07754
T 1.888.516.9220 x 3666
sbeckett@NJPressMedia.com
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**Please note: An Affidavit of Publication (which is your notarized proof that you legally published your notice in the newspaper) will be charged and automatically added to your invoice unless you let us know in writing that you do not wish to have one.

From: Sally Morrell [mailto:smorrell@lbhousing.org]
Sent: Thursday, January 23, 2014 11:35 AM
To: LEGALS, APP
Cc: Christine Phillips; Kevin Kennedy
Subject: Special - Adjourned Meeting (1-27-14)

Please publish Special Adjourned Meeting one time and provide affidavit of same. Thank you.