

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING HELD AUGUST 18, 2014.

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 (arrival 5:05 pm)
Yvonne Russell-Mann, Commissioner
Dorthia Johnson, Commissioner
Andres Mejer, Commissioner

All Present – Full Board.

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

Mr. Garrett read the required notice and Legal Counsel, Kevin Kennedy, Esq., declares this Board of Commissioners Meeting of August 18, 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 led the Salute to the Flag.

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

ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF JUNE 16, 2014.

The Secretary asked if there were any corrections, changes, or comments to the minutes.

None noted.

There were no discussions, comments, or questions at this time.

Vice-Chairman Covin made a motion to accept and approve the minutes of June 16, 2014, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Minutes Approved.

ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF JULY 21, 2014.

The Secretary asked if there were any corrections, changes, or comments to the minutes.

None noted.

There were no discussions, comments, or questions at this time.

Vice-Chairman Covin made a motion to accept and approve the minutes of July 21, 2014 as presented, seconded by Commissioner Mejer.

Roll Call Vote Taken:

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

Minutes Approved.

RESOLUTION 08-01-2014 – RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF AUGUST 2014, INCLUDING SECTION 8 EXPENDITURES.

Commissioner Russell-Mann stated that she has reviewed the List of Bills and approves them for payment. Commissioner Russell-Mann made a motion to accept and approve the List of Bills as presented in the amount of \$1,473,886.72, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Motion Carried.

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

RESOLUTION 08-02-2014 – RESOLUTION AUTHORIZING THE OPENING OF THE HOUSING CHOICE VOUCHER (HCV) PROGRAM WAITING LIST FROM SEPTEMBER 15, 2014 THROUGH SEPTEMBER 17, 2014 OR UNTIL (2500) APPLICATIONS HAVE BEEN RECEIVED WITH THE ACCEPTANCE OF (2500) APPLICATIONS ONLY.

The Secretary commented that every five (5) years it is a HUD requirement that we open the Section 8 Waiting List. This process does not affect the people currently on the waiting list. The current waiting list has been purged and there are less than 1500 on the list. The current opening of the waiting list will accept applications on line only and will stop at 2500 applications received.

There was a brief discussion on the waiting list among the Commissioners and Secretary and the Secretary noted that upon receipt of applications, applicants will be placed on the waiting list based on preference points, date and time.

Commissioner Mejer made a motion to accept and approve Resolution 08-02-2014 as discussed and presented, seconded by Vice-Chairman Covin.

Roll Call Vote Taken:

Ayes, Commissioners Russell-Mann, Rivera, Covin, Johnson, Mejer, Chairman Jennings.

Opposed, Commissioner Winnick.

Absent, None.

Abstention, None.

Motion Carried.

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

RESOLUTION 08-03-2014 – RESOLUTION AUTHORIZING SUBMISSION OF THE CERTIFICATION UNDER THE SECTION 8 MANAGEMENT PROGRAM (SEMAP) FOR FISCAL YEAR ENDING JULY 2014 AS REQUIRED BY HUD REGULATION.

The Secretary stated that this is our Annual Process certifying certain data regarding the performance in administering Housing Choice Vouchers in accordance with the Section 8 Management Program (SEMAP).

There were no comments or concerns at this time.

Commissioner Russell-Mann made a motion to accept and approve Resolution 08-03-2014 as presented, seconded by Commissioner Rivera.

Roll Call Vote Taken:

Ayes, Commissioners Russell-Mann, Rivera, Covin, Johnson, Mejer, Chairman Jennings.

Opposed, None.

Absent, None.

Abstention, Commissioner Winnick.

Motion Carried.

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

RESOLUTION 08-04-2014 – RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO A&A CURBING, INC. FOR CONCRETE SIDEWALK-CURBING REPLACEMENT AT GARFIELD COURT, PRESIDENTIAL ESTATES, AND SEAVIEW MANOR.

The Secretary noted that due to the severe winter we had last year with sidewalks cracking and settling, we lost points in our REAC inspections. We have no personnel to deal with sidewalk replacement so going out to Bid was essential. The need to replace areas of sidewalk that are hazardous will help in reducing insurance premiums.

There was a brief discussion on the ramifications if we do not replace the hazardous sidewalks with the Commissioners and Secretary. The Secretary stated that we are a high performer and next year's REAC inspection will put us in the troubled area with these sidewalks are not replaced for the safety of our residents.

Commissioner Rivera made a motion to accept and approve Resolution 08-04-2014 as discussed and presented, seconded by Commissioner Johnson.

Roll Call Vote Taken:

Ayes, Commissioners Russell-Mann, Rivera, Covin, Johnson, Mejer, Chairman Jennings.

Opposed, Commissioner Winnick.

Absent, None.

Abstention, None.

Motion Carried.

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

ADDED STARTER:

RESOLUTION 08-05-2014 – RESOLUTION ADOPTING A SMOKE DETECTOR/CARBON MONOXIDE DETECTOR VERIFICATION AS A POLICY AND LEASE AMENDMENT TO PROVIDE A SAFE ENVIRONMENT FOR ALL RESIDENTS OF THE LONG BRANCH HOUSING AUTHORITY.

The Secretary stated that HUD requires each Housing Authority to implement a policy requiring residents to maintain Smoke Detectors/Carbon Monoxide Detectors in their units to be in good operating condition. From our recent REAC inspections, many residents have taken down or removed the batteries due to hair dryers, cooking, etc. This again has cost the Housing Authority points in safety issues. With this resolution being implemented to the lease, any evidence or inspections performed where the Smoke/Carbon Monoxide Detector has been removed, damaged, or destroyed, will result in notices issued and possible termination of the lease, in addition to the local authorities and Chief Fire Inspector will assess fines or other penalties should any unit be found to have the Smoke/Carbon Monoxide Detector physically removed or the batteries removed.

The Secretary went on to further state the residents must notify the Maintenance Department immediately of any defect in the detector or request battery replacement. Once an initial move-in inspection has been performed, residents are responsible for periodic testing of the detector and will be charged **\$100.00** if the Maintenance or Management Departments finds the detectors not in working condition, removed from the wall or ceiling, or has a dead battery.

Commissioner Mejer asked that these issues be address at the next town hall meeting before hefty fines are place on the Authority and more education to the residents should be given.

The Secretary stated that town hall meetings have been set up for the month of September and these matters will be addressed.

Commissioner Mejer made a motion to accept and approve Resolution 08-05-2014, added starter as discussed and presented, seconded by Vice-Chairman Covin.

Roll Call Vote Taken:

Ayes, Commissioners Russell-Mann, Rivera, Covin, Johnson, Mejer, Chairman Jennings.

Opposed, None.

Absent, None.

Abstention, Commissioner Winnick.

Motion Carried.

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

COMMISSIONERS COMMENTS AND CONCERNS:

Commissioner Rivera inquired as to why the work orders in Woodrow Wilson Commons were so many since this is a new development.

The Secretary stated that there are many housekeeping issues which will be cause for eviction. Residents have destroyed these brand new carpets, broken doors by punching or throwing balls at them and overall deliberate destruction of these new units.

Commissioner Winnick stated that in past years when he was working in a development such as LBHA, a course for bad housekeeping was given and ended in making no difference.

The Secretary stated that housekeeping classes are given before a resident moves in and if issues are found, the residents are given periodic housekeeping classes.

The Secretary also noted that if a resident has excessive work orders in Woodrow Wilson Commons, the will be asked to leave and will be filed in the courts for eviction.

Commissioner Johnson thanked Dorothy Amedu for an excellent job she is performing in the Social Services filed for the Gregory School Complex residents.

Commissioner Johnson went on to further say that the residents are doing well and are enjoying living in the Gregory School Complex and all of the residents are enjoying the once a week Bingo.

PUBLIC PARTICIPATION:

Vice-Chairman Covin made a motion to enter into Public Participation, seconded by Commissioner Russell-Mann.

Roll Call Vote Taken:

Ayes, Commissioners Russell-Mann, Rivera, Covin, Johnson, Mejer, Chairman Jennings.

Opposed, Commissioner Winnick.

Absent, None.

Abstention, None.

Public Participation Opened.

Chairman Jennings announced that the meeting is open for Public Comments and that anyone that would like to present a matter to the Board of Commissioners, please stand, state your name and limit your comment to three (3) minutes.

Thomas Riley, 1 Long Branch Avenue, Long Branch requested a copy of his lease when he lived with his wife in Seaview Manor. He gave a letter to Chairman Jennings.

Chairman Jennings read the letter aloud for a matter of public record. (Hereto attached).

The Secretary stated that Mr. Riley is not the lease holder or head of household, his wife is the lease holder and head of household, so therefore cannot be given the lease.

Modestine Jenkins resident of Long Branch here to speak on behalf of Joanne Barrow who is homeless with four small children. She inquired as to what LBHA could do for her since she has applications in for all of our developments.

The Secretary stated that he cannot supersede anyone on the waiting list and homeless is not a preference for LBHA. He offered the assistance of our Social Worker, Dorothy Amedu. She was also given a list of primarily resources in Long Branch to aide in her search of housing.

Janice Stathum, Hobart Manor Resident Council. Mrs. Stathum thanked Mr. Gibson for all his efforts in the flat rent matter and his assistance with Congressman Pallone attending a meeting regarding same.

There being no further matters of discussion for this Public Participation, Commissioner Mejer made a motion to close Public Participation, seconded by Commissioner Johnson.

Roll Call Vote Taken:

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Mejer, Chairman Jennings.

Opposed, None.

Abstention, None.

Public Participation Closed.

EXECUTIVE SESSION:

There are no matters for Executive Session for this Board of Commissioners Meeting of August 18, 2014.

ADJOURNMENT:

There being no further matters of discussion for this Board of Commissioners Meeting of August 18, 2014, Vice-Chairman Covin made a motion to adjourn the meeting, seconded by Commissioner Mejer.

Roll Call Vote Taken:

Ayes, Commissioners Russell-Mann, Winnick, Rivera, Covin, Johnson, Mejer, Chairman Jennings.

Opposed, None.

Absent, None.

Abstention, None.

Motion Carried.

Meeting Adjourned.



Tyrone Garrett, Secretary

9.16.14

Date

RESOLUTION #	09-01-2014
DATE	09-15-2014
ITEM #	#2

**APPROVAL OF THE LONG BRANCH HOUSING
AUTHORITY LIST OF BILLS**

WHEREAS, the Commissioners of the Housing Authority of the City of Long Branch convened in a Regular Meeting on September 15, 2014, and

WHEREAS, said Commissioners accept and approve payment of the bills for the month of September 2014 the amounts are as follows:

1.	Regular List of Bills	\$	296,110.74
2.	Payroll	\$	233,204.58
3.	Additional Matters	\$	-0-
4.	HMFA Bonds	\$	-0-
5.	Maestro	\$	1,055.00
6.	Hope VI	\$	-0-
7.	Wire Transfers	\$	-0-
8.	Housing Vouchers/F.S.S.	\$	785,754.00
9.	F.S.S. Escrow	\$	-0-
10.	Shore Point	\$	50.00

TOTAL FOR THE MONTH OF SEPTEMBER, 2014 \$ 1,316,174.32

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Long Branch that they accept and approve the amounts stated above for the month of September, 2014 List of Bills.

ADOPTED: _____ **SECRETARY** 9/15/14
DATE

Carl Jennings **CARL JENNINGS, CHAIRMAN**
Donald Covin **DONALD COVIN, VICE-CHAIRMAN**
Michael Winnick **MICHAEL WINNICK, COMMISSIONER**
Carmen Rivera **CARMEN RIVERA, COMMISSIONER**
Yvonne Russell-Mann **YVONNE RUSSELL-MANN COMMISSIONER**
Dorthia Johnson **DORTHIA JOHNSON, COMMISSIONER**
ABSENT **ANDRES MEJER, COMMISSIONER**

RESOLUTION #	09-022014
DATE	09-15-2014
ITEM #	#3

RESOLUTION AUTHORIZING THE PURCHASE OF DELL COMPUTERS AND EQUIPMENT UNDER NEW JERSEY STATE COOPERATIVE PURCHASING AGREEMENT.

WHEREAS, the Long Branch Housing Authority is a duly organized entity operating and existing under the laws of the United States and the State of New Jersey; and

WHEREAS, there is a need for the Long Branch Housing Authority to purchase Dell Computers and equipment; and

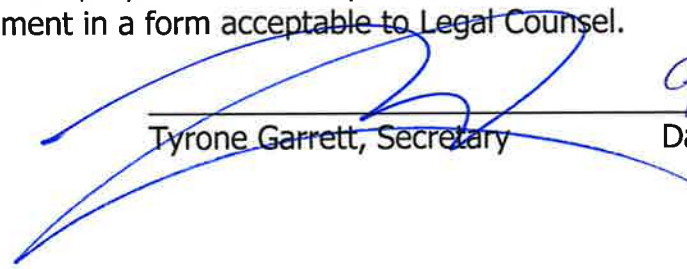
WHEREAS, the Long Branch Housing Authority has solicited and received quotations from Dell Computers for said equipment for which State contracts have been issued pursuant to N.J.S.A. 40A:11-12; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., authorizes, without public advertising for bids and bidding therefore, the purchase of any goods or services under any contract for such goods or services entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Long Branch Housing Authority is desirous of entering into a Cooperative Purchasing Agreement with Dell Computers;

WHEREAS, sufficient funds have been certified by the Chief Financial officer of the Long Branch Housing Authority for this purpose; and


NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Long Branch Housing Authority, that a Purchase Order be awarded without competitive bidding, in accordance with N.J.S.A. 40A:11-12 to Dell Computers in an amount not to exceed \$59,978.48 for the provision of the said Dell Computers and equipment in a form acceptable to Legal Counsel.




Tyrone Garrett, Secretary

9/17/14


Date




Carl Jennings, Chairman



Donald Covin, Vice-Chairman



Michael Winnick, Commissioner



Carmen Rivera, Commissioner

RESOLUTION #	09-03-2014
DATE	09-15-2014
ITEM #	#4

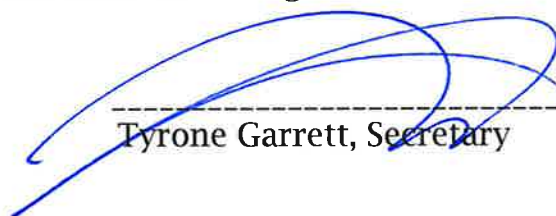
**RESOLUTION AUTHORIZING OFFICIAL TRAVEL BY
LBHA STAFF, COMMISSIONERS, AND RESIDENTS TO ATTEND
DESIGNATED TRAINING WORKSHOPS AND CONFERENCES.**

WHEREAS, staff training, peer information exchange, legislative and regulatory status updates and input are basic elements of effective organizations; and

WHEREAS, national, state, and local third party institutions, organizations, and training firms provide for the above purposes through organizing, sponsoring and presenting training and information workshops and conferences; and


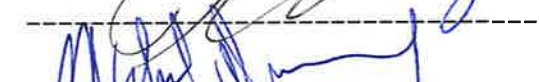



WHEREAS, a listing of the training related travel for LBHA Employees, Commissioners, and Residents is provided (attached).

NOW, THEREFORE BE IT RESOLVED by the LBHA Board of Commissioners that the attached listing of LBHA travel is approved.



 Tyrone Garrett, Secretary

 9/17/14
 Date


 _____ Carl Jennings, Chairman

 _____ Donald Covin, Vice-Chairman

 _____ Michael Winnick, Commissioner

 _____ Carmen Rivera, Commissioner

 _____ Yvonne Russell-Mann, Commissioner

 _____ Dorthia Johnson, Commissioner