

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING HELD OCTOBER 19, 2015.

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

Donald Covin, Chairman
Carl Jennings, Vice-Chairman
Yvonne Russell-Mann, Commissioner
Carmen Rivera, Commissioner (Arrival 5:05 PM)
Dorthia Johnson, Commissioner
Andres Mejer, Commissioner (via telephone)

Absent: Michael Winnick, Commissioner

Also Present: Kevin Kennedy, Legal Counsel

THE CHAIRMAN ANNOUNCED THAT ALL CELL PHONES BE TURNED OFF OR PUT ON VIBRATE FOR THE MEETING.

BOARD ANNOUNCEMENT: (READ BY LEGAL COUNSEL)

In accordance with 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 the convening the meeting.

THE CHAIRMAN LED THE SALUTE TO THE FLAG.

The Chairman inquired if any changes were needed to be made to the Agenda?

Legal Counsel stated none noted, Agenda stands.

ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 15, 2015.

There were no discussion or comments to the Minutes. No corrections or changes noted.

Vice-Chairman Jennings made a motion to accept the Minutes of September 15, 2015 as presented, seconded by Commissioner Russell-Mann.

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

Minutes passed.

Please let the record reflect that Commissioner Rivera is present to participate in the Meeting. (5:05 PM)

RESOLUTION 10-02-2015 – RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF OCTOBER, 2015, INCLUDING SECTION 8 EXPENDITURES.

Commissioner Russell-Mann stated that she has reviewed the List of Bills with the Finance Committee and all questions were satisfied.

Commissioner Russell-Mann made a motion to accept and approve the List of Bills, Resolution 10-02-2015 in the amount of \$1,232,938.00, seconded by Vice-Chairman Jennings.

Roll Call Vote Taken:

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

Motion carried.

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

No public is present.

RESOLUTION 10-03-2015 – RESOLUTION AUTHORIZING AWARD OF CONTRACT WITH AA ELECTRIC FOR ON CALL ELECTRICAL REPAIR “AS NEEDED BASIS,” ALL DEVELOPMENTS FOR ONE YEAR THROUGH NOVEMBER 30, 2016.

Commissioner Mejer had several concerns regarding this Resolution and the other Resolutions concerning contracts.

After discussion with Commissioners and Staff, Commissioner Mejer was satisfied.

Commissioner Mejer made a motion to accept and approve Resolution 10-03-2015 as presented, seconded by Commissioner Russell-Mann.

Roll Call Vote Taken:

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

Opposed, None.
Absent, Commissioner Winnick.
Abstention, None.

Motion Carried.

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

No public present.

RESOLUTION 10-04-2015 – RESOLUTION AUTHORIZING THE LONG BRANCH HOUSING AUTHORITY A CONTRACT WITH NICK MIGLIACCIO FOR “ON CALL” MASON REPAIR ON “AS NEEDED BASIS,” ALL DEVELOPMENTS FOR ONE YEAR THROUGH NOVEMBER 30, 2016.

Commissioner Mejer asked a question regarding this contract and answer was satisfactory that was made by Louis Carretta, Director of Maintenance.

Vice-Chairman Jennings made a motion to accept and approve Resolution 10-04-2015 as presented, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Motion Carried.

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

No Public Present.

RESOLUTION 10-05-2015 – RESOLUTION AUTHORIZING AWARD OF A CONTRACT WITH CENTRAL BOILER REPAIR CO., INC., FOR “ON CALL” BOILER REPAIR ON “AS NEEDED BASIS”, ALL DEVELOPMENT FOR ONE YEAR THROUGH NOVEMBER 30, 2016.

There were no questions or concerns on this Resolution from the Commissioners.

Commissioner Rivera made a motion to accept and approve Resolution 10-05-2015 as presented, seconded by Commissioner Russell-Mann.

Roll Call Vote Taken:

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

Opposed, None.

Absent, Commissioner Winnick.

Abstention, None.

Motion Carried.

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

No Public Present.

RESOLUTION 10-06-2015 – RESOLUTION AUTHORIZING AWARD OF A CONTRACT WITH BURLEW MECHANICAL, LLC. FOR “ON CALL” PLUMBING REPAIR ON “AS NEEDED BASIS,” FOR ALL DEVELOPMENTS FOR ONE YEAR THROUGH NOVEMBER 30, 2016.

There was a discussion on this Resolution among the Commissioners and Louis Carretta, Director Maintenance. All concerns have been satisfied.

Commissioner Johnson has made a motion to accept and approve Resolution 10-06-2015 as presented, seconded by Commissioner Mejer.

Roll Call Vote Taken:

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

Opposed, None.

Absent, Commissioner Winnick.

Abstention, None.

Motion Carried.

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

No Public Present.

Legal Counsel Kennedy stated that all contracts go through Legal Counsel Review and actual contracts are signed and sealed.

RESOLUTION 10-07-2015 – RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO FIRE SECURITY TECHNOLOGIES FOR ANNUAL INSPECTION, TESTING OF WATER BASED FIRE PROTECTION SYSTEMS AND FIRE ALARM SYSTEMS AT VARIOUS LONG BRANCH SITES.

There was no discussion or concerns from the Commissioners on this Resolution.

Commissioner Russell-Mann made a motion to accept and approve Resolution 10-07-2015, seconded by Commissioner Rivera.

Roll Call Vote Taken:

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

Opposed, None.

Absent, Commissioner Winnick.

Abstention, None.

Motion Carried.

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

No Public Present.

RESOLUTION 10-08-2015 – RESOLUTION CONFIRMING THE SALE OF SURPLUS VEHICLE BY PUBLIC AUCTION.

There was a discussion on this Resolution and Legal Counsel stated that these vehicles were sold through Public Auction for vehicles which were no longer in service or of any use to the Long Branch Housing Authority. These vehicles were sold as is with no returns.

Commissioners concerns have been satisfied.

Vice-Chairman Jennings made a motion to accept and approve Resolution 10-08-2015, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Opposed, None.

Absent, Commissioner Winnick.

Abstention, None.

Motion Carried.

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

No Public Present.

RESOLUTION - 10-09-2015 – RESOLUTION TO AMEND 2015 DCA ADOPTED BUDGET RESOLUTION #06-02-2015.

Commissioner Mejer had concerns regarding this Resolution and stated that he was not comfortable and was not understanding the logistics to this Resolution.

There was discussion stating that this is a budget amendment change to the total unrestricted net position utilized and the net appropriations to be equal to total anticipated revenues.

Vice-Chairman Jennings made a motion to accept and approve Resolution 10-08-2015 as presented and discussed, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Motion Carried.

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

No Public Present.

RESOLUTION 10-10-2015 – RESOLUTION ON AGENCY HEALTH CARE BENEFITS CHANGES.

Chairman Covin stated that this Resolution is being removed. He went on to ask if there will be any discussion or concerns to removing the Resolution.

None noted.

Resolution 10-10-2015 – Removed.

ADDED STARTERS:

There are no added starters at this time.

PUBLIC PARTICIPATION:

Commissioner Mejer made a motion to enter into Public Participation, seconded by Vice-Chairman Jennings.

All in Favor, All Ayes.
Opposed, None.
Absent, One.

Motion Carried.

There is no Public present to enter into Public Participation.

Vice-Chairman Jennings made a motion to close Public Participation, seconded by Commissioner Mejer.

All in Favor, All Ayes,
Opposed, None.
Absent, One.

Motion Carried.

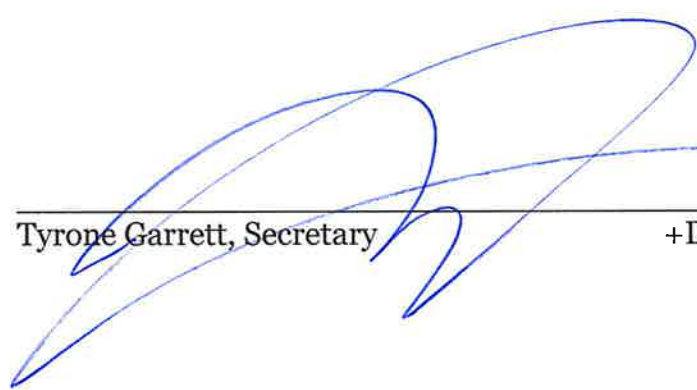
COMMISSIONERS COMMENTS AND CONCERNS:

None at this time.

There being no further matter of discussion for this Board of Commissioners Meeting of October 19, 2015, Vice-Chairman Jennings made a motion to adjourn the meeting, seconded by Commissioner Russell-Mann.

All in Favor, All Ayes,
Opposed, None.
Absent, One

Meeting Adjourned.



Tyrone Garrett, Secretary

11/16/15

+Date

| | |
|--------------|-------------------|
| RESOLUTION # | <u>11-01-2015</u> |
| DATE | <u>11-16-2015</u> |
| ITEM # | <u>#2</u> |

**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 November 16, 2015; and

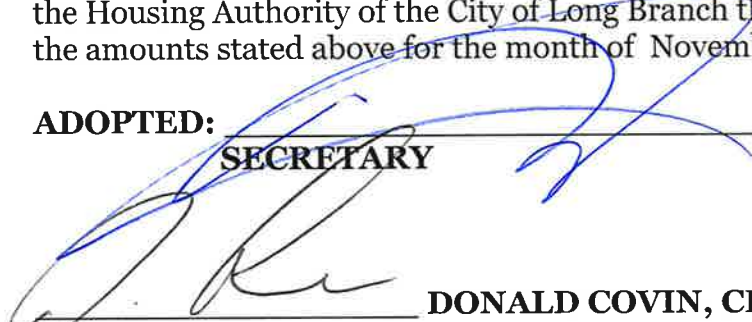

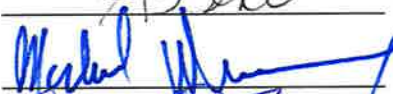
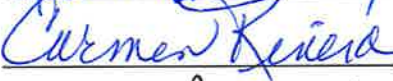


WHEREAS, said Commissioners accept and approve payment of the bills for the month of November, 2015 the amounts are as follows:

| | | | |
|-----|-------------------------|----|------------|
| 1. | Regular List of Bills | \$ | 404,287.80 |
| 2. | Payroll | \$ | 206,548.00 |
| 3. | Additional Matters | \$ | -0- |
| 4. | HMFA Bonds | \$ | -0- |
| 5. | Maestro | \$ | 11,398.36 |
| 6. | Hope VI | \$ | -0- |
| 7. | Wire Transfers | \$ | -0- |
| 8. | Housing Vouchers/F.S.S. | \$ | 785,571.00 |
| 9. | F.S.S. Escrow | \$ | -0- |
| 10. | Shore Point | \$ | 127.25 |

TOTAL FOR THE MONTH OF NOVEMBER 2015 \$ 1,407,932.41

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 November, 2015 List of Bills.

ADOPTED:

| | | | |
|---|----------------------------------|-----------------|------|
|  | SECRETARY | <u>11/16/15</u> | DATE |
|  | DONALD COVIN, CHAIRMAN | | |
| <u>ABSENT</u> | CARL JENNINGS, VICE-CHAIRMAN | | |
|  | MICHAEL WINNICK, COMMISSIONER | | |
|  | CARMEN RIVERA, COMMISSIONER | | |
|  | YVONNE RUSSELL-MANN COMMISSIONER | | |
|  | DORTHIA JOHNSON, COMMISSIONER | | |
| <u>ABSENT</u> | ANDRES MEJER, COMMISSIONER | | |

| | |
|--------------|------------|
| RESOLUTION # | 11-02-2015 |
| DATE | 11-16-2015 |
| ITEM # | #3 |

RESOLUTION AUTHORIZING AMENDING OF A CONFLICT OF INTEREST POLICY.

WHEREAS, the Long Branch Housing Authority is a duly organized Housing Authority, operating and existing in accordance with the Rules and Regulations of the United States of America, the State of New Jersey, and the City of Long Branch; and

WHEREAS, as a public entity, it is incumbent for the PHA to have an updated / modern Conflict of Interest Policy; and


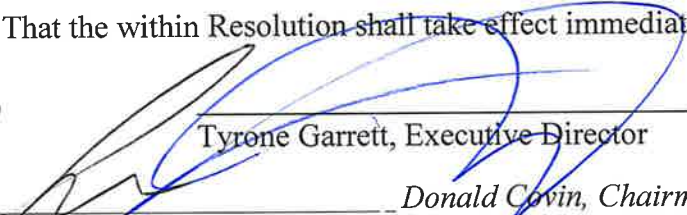

WHEREAS, the absence of such a Conflict of Interest Policy could detrimentally affect employee and Board of Commissioners; and

WHEREAS, the absence of such a Conflict of Interest Policy could very well compromise the overall legal interests of the entity; and

WHEREAS, the absence of such a Conflict of Interest Policy will not advance the overall interests of the PHA employees and Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Long Branch Housing Authority as follows:

1. That the Long Branch Housing Authority hereby adopts the amendment of the Conflict of Interest Policy which is attached hereto.
2. That the said Conflict of Interest Policy shall become an integral part of the Long Branch Housing Authority Policies.
3. That the new Conflict of Interest Policy shall entirely supersede and replace the existing LBHA Conflict of Interest Policy.
4. That the new Conflict of Interest Policy shall be distributed to each LBHA employee / commissioner, as evidenced by a signed confirming receipt.
5. That the new Conflict of Interest Policy shall be prominently displayed in the LBHA Administrative Offices where other such important Legal Notices are typically displayed.
6. That the within Resolution shall take effect immediately.

Tyrone Garrett, Executive Director 11/16/15
 Donald Covin, Chairman
 Carl Jennings, Vice Chairman