MINUTES OF THE LONG BRANCH HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING HELD MARCH 21, 2016.

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

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

Absent: All Commissioners Present.

Also Present: Tyrone Garrett, Executive Director/Secretary
Kevin Kennedy, Esq., Legal Counsel (Arrival 5:10 PM)

Staff Present: Daniel Gibson, Chief of Staff
Louis Carretta, Jr., Director of Maintenance
Brandy Lynch, Director of Management
Cindy Toy, Comptroller
Dorothy Amedu, Social Services
Katherine Young, Accounting

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

BOARD ANNOUNCEMENT: (READ BY THE EXECUTIVE DIRECTOR)

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 the convening of the meeting.

THE CHAIRMAN LED THE SALUTE TO THE FLAG.

The Secretary inquired if there are any changes needed to be made to the Agenda?

None noted at this time, Agenda stands.

There were no corrections or comments to the minutes of February 16, 2016.

Commissioner Johnson made a motion to accept and approve the minutes of February 16, 2016 regular minutes as presented, seconded by Chairman Covin.

Roll Call Vote Taken:

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

Motion Carried.

RESOLUTION 03-01-2016 – RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF MARCH 2016, INCLUDING SECTION 8 EXPENDITURES.

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

Commissioner Russell-Mann made a motion to accept and approve the List of Bills Resolution 03-01-2016 in the amount of $1,390,457.48, seconded by Commissioner Winnick.

Roll Call Vote Taken:

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

Motion Carried.

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

RESOLUTION 03-02-2016 – RESOLUTION AUTHORIZING SUBORDINATION OF SOFT SECOND MORTGAGE WITH RESPECT TO THE PROPERTY LOCATED AT 1 HOPE LANE, LONG BRANCH, NJ (BLOCK 314, LOT 4.08).
Legal Counsel, Kennedy stated that the home owner, Lisa Ryder is refinancing the property of 1 Hope Lane for a lower interest rate. This has no impact on LBHA, but most following the proper protocol because Penrose has built the home. A soft second mortgage is not actual money, so it is not being paid by anyone or transmitted to anyone, it is just refinancing of existing mortgage.

Chairman Covin made a motion to accept and approve Resolution 03-02-2016 as presented by Legal Counsel, seconded by Commissioner Rivera.

Roll Call Vote Taken:

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

Motion Carried.

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

RESOLUTION 03-03-2016 – RESOLUTION AUTHORIZING THE LONG BRANCH HOUSING AUTHORITY TO EXTEND A CONTRACT WITH MPE CONSULTING AND DESIGN LLC “AS NEEDED” ARCHITECTURAL AND ENGINEERING SERVICE FOR ALL DEVELOPMENTS FOR ONE YEAR THRU APRIL 30, 2017, SUBJECT TO LEGAL COUNSEL OPINION.

The Secretary stated this is a renewal of the existing contract. This contract has a second year renewal option to extend to April 30, 2017.

Commissioner Winnick made a motion to accept and approve Resolution 03-03-2016 as presented, seconded by Commissioner Mejer.

Roll Call Vote Taken:

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

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

RESOLUTION 03-04-2016 – RESOLUTION ADOPTING 2016 FIVE YEAR / ANNUAL PLAN OF THE LONG BRANCH HOUSING AUTHORITY (LBHA) IN
ACCORDANCE WITH THE QUALITY HOUSING AND RESPONSIBILITY ACT OF 1998 AND APPLICABLE HUD REGULATIONS, SUBJECT TO LEGAL COUNSEL OPINION.

The Secretary stated that this is our annual submission of the Annual Plan to the HUD field office. As the public comments are received, they will be forward to the HUD field office and the Annual Plan will be amended.

Chairman Covin made a motion to accept and approve Resolution 03-04-2016 as presented, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Motion Carried.

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

RESOLUTION 03-05-2016 – RESOLUTION AUTHORIZING PHA OPERATING BUDGET FY JULY 1, 2016 – JUNE 30, 2017, HUD SUBMISSION.

RESOLUTION 03-06-2016 – RESOLUTION AUTHORIZING PHA OPERATING BUDGET FY JULY 1, 2016 – JUNE 30, 2017, DCA SUBMISSION.

The Secretary stated that both of these resolutions can be voted on at the same time. It is the same budget only one goes to the HUD field office and the other goes to State DCA.

Commissioner Jennings made a motion to accept Resolutions 03-05-2016 and Resolution 03-06-2016, seconded by Commissioner Rivera.

Roll Call Vote Taken:

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

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 March 21, 2016.

**PUBLIC PARTICIPATION:**

Commissioner Jennings made a motion to open the Meeting for Public Participation, seconded by Commissioner Rivera.

Roll Call Vote Taker:

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

Motion Carried.

At this time, the meeting will be open for Public Participation, anyone who would like to address the Board of Commissioners, please stand and state your name and address.

Harold Turpin resident of Kennedy Towers. He expressed the fact that he was very upset that one of his visitors are not allowed into the building. His visitor is on the Trespass list.

Marion Poland, resident of Kennedy Towers. She was present to advocate for Harold Turpin and stated she feels like the Housing Authority is spying on her.

Katherine Darby resident Advocate for the Senior Citizens of the City of Long Branch. She expressed her concerns regarding the residents of Gregory School not receiving her kindly and accepting what she has to offer.

Chairman Covin suggested that she direct her attention to other areas and leave Gregory School alone.

There being no further business for Public Participation, Commissioner Winnick made a motion to close Public Participation, seconded by Commissioner Mejer.

All in Favor: All Ayes.
Opposed, None.
Motion Carried.

At this time the Secretary stated that he would like to memorialize Ad Journals stating that they come in way before Board Meetings and we purchased these ads same as we have done in previous years.

1. Central Jersey Club: Full Page Ad $125.00
2. Jewish War Veterans of New Jersey: Gold Page Ad for $250.00
3. Second Baptist Church: Full Page Ad for $100.00
4. Long Branch Chamber of Commerce: Full Page Ad for $100.00
   (5) Tickets @ $100.00 ea.

Commissioner Winnick made a motion to approve the memorialization of the Ad Journals as presented, seconded by Chairman Covin.

All in Favor: All Ayes.
Abstain: Commissioners Winnick, Mejer – Jewish War Veterans.
Abstain: Commissioners Jennings, Covin – Second Baptist Church
Opposed: None

COMMISSIONERS CONCERNS:

Commissioner Johnson stated that she was happy to see everyone.

Commissioner Rivera wished all a Happy Resurrection.

Commissioner Russell-Mann wished all a Happy Easter and stated that the event that had taken place in Bucky James on the Youth Health Summit went well and thanked the Authority for all their assistance.

Commissioner Winnick stated that the Director of the Jewish War veterans passed away last week and stated that it is going to be very difficult to replace him and how much he appreciated all his efforts and concerns.

Commissioner Jennings wished all a Happy Easter and thank LBHA for all there help and assistance for the College Tour that will take place in another week.

Legal Counsel Kennedy stated that he received another request this afternoon for a Soft Second Mortgage on unit 7 Hope Lane. He asked for a motion to accept and approve this Soft Second Mortgage and that the Resolution will be draw for signature for the next regular meeting. This resolution is the same as resolution 03-02-2016 that has been approved this evening.

Chairman Covin made a motion to accept and approve the Soft Second Mortgage on 7 Hope Lane as presented by Legal Counsel Kennedy, seconded by Commissioner Mejer.
Roll Call Vote Taken:

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

Motion Carried.

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

EXECUTIVE SESSION:

Legal Counsel Kennedy stated that at this time the Board of Commissioner will enter into Executive Session. He went on to further state that the Board of Commissioners will enter into Executive Session to discuss matters of personnel and matters pertaining to the Executive Directors contract. He went on to further state that “as indicated and by State Law” the Minutes of the Executive Session will be kept confidential until such time the need or confidentially will no longer exist.

Chairman Covin made a motion to enter into Executive Session to discuss matters of personnel and matters pertaining to the Executive Directors contract, seconded by Mejer.

All in Favor: All Ayes.
Opposed, None.

Now in Executive Session 5:41 p.m.

BACK IN PUBLIC PORTION OF THE MEETING.

Legal Counsel Kennedy stated that Executive Session concluded at approximately 6:07 p.m. Commissioner Winnick made the motion to conclude Executive Session, seconded by Commissioner Rivera.

Legal Counsel Kennedy was advised to serve the Executive Director with a Rice Notice for the April 2016 Board of Commissioners Meeting. Legal Counsel Kennedy has advised all Board Members that they should review the Evaluation Forms, insert the necessary information, scores, and return the same to the Board Attorney at the upcoming meeting.

ADJOURNMENT:
There being no further matters of discussion for this Board of commissioners Meeting of March 21, 2016, Commissioner Mejer made a motion to adjourn the meeting, seconded by Chairman Covin.

All in Favor: All Ayes.
Opposed: None.

Meeting Adjourned.

Tyrone Garrett, Secretary  Date 4/18/16
RESOLUTION AUTHORIZING SUBORDINATION OF SOFT SECOND MORTGAGE WITH RESPECT TO THE PROPERTY LOCATED AT 7 HOPE LANE, LONG BRANCH, NJ (BLOCK 314, LOT 4.05)

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, the Long Branch Housing Authority, in partnership with Pennrose Properties, LLC, essentially overseen the creation of an entity entitled Garfield Court Urban Renewal Homeownership, Inc.; and

WHEREAS, the referenced Urban Renewal Company arranged for the construction and sale of a dwelling Unit located at 7 Hope Lane, Long Branch, New Jersey (more formally identified as Block 314, Lot 4.05);

WHEREAS, the said Unit was purchased by Bergina Julien; and

WHEREAS, pursuant to the Contract of Sale Documents, the said Bergina Julien placed the following mortgages on / against the subject Unit; and

1) First Mortgage to the Purchaser's Designated Lender; and

2) Soft Second Mortgage to Garfield Court Urban Renewal Home Ownership, Inc.; and

WHEREAS, the terms of the Soft Second Mortgage essentially provide that if the Purchaser owns / occupies the subject premises for an approximate period of ten (10) years, there will be no obligation to satisfy the said mortgage (i.e. the 2nd Lien will be released); and

WHEREAS, in conjunction with a proposed refinance, Bergina Julien is proposing to recast the terms and conditions of her existing First Mortgage; and

WHEREAS, in order to do so, the new First Lender has requested that Garfield Court Urban Renewal Home Ownership, Inc. agree to subordinate the Soft Second Mortgage (to the new First Lender); and

WHEREAS, in effect, at the conclusion of the proposed refinance transaction, the new Lender will have a first Lien against the Unit, and Garfield Court Urban Renewal Home Ownership, Inc. will continue to have a Soft Second Lien on the subject property / Unit; and

WHEREAS, the said subordination will not impair the interests of the Long Branch Housing Authority; and
WHEREAS, for other good cause having been shown;

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 is hereby authorized to subordinate its existing Soft Second Mortgage / Lien with regard to the subject Bergina Julien property (7 Hope Lane), to the new Lender (or its Designee.)

2. That the within consent shall be contingent upon Pennrose Properties, LLC and the Garfield Court Urban Renewal Home Ownership, Inc. Corporation also agreeing to subordinate the said Lien.

3. That the form of Subordination Agreement shall be acceptable as to form by the Board Attorney.

4. That the Long Branch Housing Authority Chair, Executive Director, Chief of Staff, Attorney, and other representatives are hereby authorized to sign any and all documents necessary to effectuate the intentions of the within Resolution.

Tyrone Garrett, Secretary

Donald Covin, Chairman

Carl Jennings, Vice-Chairman

Michael Winnick, Commissioner

Carmen Rivera, Commissioner

Yvonne Russell-Manna, Commissioner

Dorthia Johnson, Commissioner

Andres Mejer, Commissioner
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 April 18, 2016 and

WHEREAS, said Commissioners accept and approve payment of the bills for the month of April 2016 the amounts are as follows:

1. Regular List of Bills $ 351,427.34
2. Payroll $ 245,744.00
3. Additional Matters $ -0-
4. HMFA Bonds $ -0-
5. Maestro $ 45,342.57
6. Hope VI $ -0-
7. Wire Transfers $ -0-
8. Housing Vouchers/F.S.S. $ 776,932.00
9. F.S.S. Escrow $ -0-
10. Shore Point $ -0-

TOTAL FOR THE MONTH OF APRIL 2016 $ 1,419,445.91

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 April, 2016 List of Bills.

ADOPTED: 4/18/16

SECRETARY

DONALD COVIN, CHAIRMAN
CARL JENNINGS, VICE-CHAIRMAN
MICHAEL WINNICK, COMMISSIONER
CARMEN RIVERA, COMMISSIONER
WONNE RUSSELL-MANN COMMISSIONER
BORTHIA JOHNSON, COMMISSIONER
ANDRES MEJER, COMMISSIONER
RESOLUTION AUTHORIZING THE LONG BRANCH HOUSING AUTHORITY TO EXECUTE AN INTER-AGENCY AGREEMENT WITH THE ASBURY PARK HOUSING AUTHORITY

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

WHEREAS, in an era of declining Federal Funding, Housing Authorities have, essentially, been encouraged to engage in lawful profit-making ventures; and

WHEREAS, in accordance with Prevailing Regulations, such earned profits can, in turn, be utilized for Housing Authority related purposes; and

WHEREAS, an opportunity has arisen whereby the Long Branch Housing Authority can, for a fee, continue to perform certain technical / administrative / maintenance / redevelopment services for, and on behalf of, the Asbury Park Housing Authority; and

WHEREAS, the general parameters of such an Agreement are set forth on the attached Inter-Agency Agreement based on the APHA’s 2017 Budget submitted to HUD and DCA; and

WHEREAS, it is believed that the execution of such a general Agreement (as ultimately modified by the Board Attorney) will be in the best interest of the Authority and its residents;

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 is hereby authorized to enter into a new Inter-Local Service Agreement with the Asbury Park Housing Authority whereby, the Long Branch Housing Authority will conditionally provide certain technical / administrative / maintenance / redevelopment services for, and on behalf of, the Asbury Park Housing Authority.

That the within Agreement shall specifically supersede all previously executed Inter-Local Service Agreements with the Asbury Park Housing Authority. That is, upon commencement of services to be performed hereunder, all previously executed Inter-Local Service Agreements shall be null, void, and of no further force or effect.

2. That the Housing Authority shall be compensated for said services at an annual rate of $505,000.00 per year.

3. That unless otherwise terminated, the said arrangement shall be effective for a 1 year period, effective May 1, 2016. At the option of both parties, the said arrangement may be extended for up to 2 successive 6 month periods.
RESOLUTION AUTHORIZING THE LONG BRANCH HOUSING AUTHORITY TO EXECUTE AN INTER-AGENCY AGREEMENT WITH THE ASBURY PARK HOUSING AUTHORITY

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

WHEREAS, in an era of declining Federal Funding, Housing Authorities have, essentially, been encouraged to engage in lawful profit-making ventures; and

WHEREAS, in accordance with Prevailing Regulations, such earned profits can, in turn, be utilized for Housing Authority related purposes; and

WHEREAS, an opportunity has arisen whereby the Long Branch Housing Authority can, for a fee, continue to perform certain technical / administrative / maintenance / redevelopment services for, and on behalf of, the Asbury Park Housing Authority; and

WHEREAS, the general parameters of such an Agreement are set forth on the attached Inter-Agency Agreement based on the APHA’s 2017 Budget submitted to HUD and DCA; and

WHEREAS, it is believed that the execution of such a general Agreement (as ultimately modified by the Board Attorney) will be in the best interest of the Authority and its residents;

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 is hereby authorized to enter into a new Inter-Local Service Agreement with the Asbury Park Housing Authority whereby, the Long Branch Housing Authority will conditionally provide certain technical / administrative / maintenance / redevelopment services for, and on behalf of, the Asbury Park Housing Authority.

That the within Agreement shall specifically supersede all previously executed Inter-Local Service Agreements with the Asbury Park Housing Authority. That is, upon commencement of services to be performed hereunder, all previously executed Inter-Local Service Agreements shall be null, void, and of no further force or effect.

2. That the Housing Authority shall be compensated for said services at an annual rate of $505,000.00 per year.

3. That unless otherwise terminated, the said arrangement shall be effective for a 1 year period, effective May 1, 2016. At the option of both parties, the said arrangement may be extended for up to 2 successive 6 month periods.
4. That the subject Agreement shall be conditioned upon the Long Branch Housing Authority Executive Director / Attorney reviewing / approving the memorializing Agreement.

5. That the within Resolution shall be subject to obtaining (if necessary) and maintaining (if necessary) the review and approval of the Department of Housing and Urban Development, as well as any other applicable Agencies having jurisdiction of the matter.

6. That the Long Branch Housing Authority Chairman, Executive Director, Attorney, and other representatives are hereby authorized to sign any and all documents necessary to effectuate the intentions of the within Resolution – including, but not limited to, the attached Inter-Agency Agreement, or a document essentially similar thereto, as well as any Addendum prepared by PHA representatives.

7. That the within Resolution shall be subject to the Long Branch Housing Authority adopting a similar Resolution authorizing the execution of the said Agreement.

I hereby certify that the above Resolution was ratified and approved by the Asbury Park Housing Authority Board of Commissioners on the _____ day of April, 2016.

Tyrone Garrett, Secretary

Carl Jennings, Chairman
Donald Covin, Vice-Chairman
Michael Winkle, Commissioner
Carmen Rivera, Commissioner
Yvonne Russell-Mann, Commissioner
Dorthia Johnson, Commissioner
Andres Mejia, Commissioner
RESOLUTION ACCEPTING APPLICATION OF RETIREMENT FROM CHRIS CAMPIONE AND AUTHORIZING THE EXECUTIVE DIRECTOR TO FORWARD TO STATE NECESSARY CERTIFICATIONS OF SERVICE AND TO MAKE NECESSARY BUDGET ADJUSTMENTS.

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

WHEREAS, the Commissioners of the Housing Authority of the City of Long Branch convened in a Regular Meeting on April 18, 2016; and

WHEREAS, the Division of Pensions and Benefits has received the application for retirement with an effective date of January 1, 2017 on behalf of Chris Campione; and

WHEREAS, the Division of Pensions and Benefits has requested Certifications of Services and Final Salary from the employer, LBHA; and

WHEREAS, LBHA is requesting authorization to accept the application of Retirement and authorization to forward the necessary certifications of service to the State, and to authorize necessary adjustments to the current 2016-2017 Budget.

NOW, THEREFORE BE IT RESOLVED that the Long Branch Housing Authority Board of Commissioners accepts and approves the authorization of said retirement of Chris Campione accordingly.

Tyrone Garrett, Secretary

Donald Covin, Chairman

Carl Jennings, Vice-Chairman

Michael Winnick, Commissioner

Carmen Rivera, Commissioner

Yvonne Russell-Mann, Commissioner

Dorthia Johnson, Commissioner

Andres Mejor, Commissioner