

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD OCTOBER 24, 2016.

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
Dorthia Johnson, Commissioner

Excused: Michael Winnick, Commissioner
Andres Mejer, Commissioner

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

ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 19, 2016.

There was no discussion or comments of the minutes as presented.

Commissioner Jennings made a motion to accept and approve the minutes as presented, seconded by Chairman Covin.

Roll Call Vote Taken:

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

Motion Carried.

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING OF
SEPTEMBER 26, 2016.**

There was no discussion or comments of the minutes as presented.

Commissioner Jennings made a motion to accept and approve the minutes of the Special Meeting as presented, seconded by Chairman Covin.

Roll call Vote Taken:

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

Motion Carried.

**RESOLUTION 10/01/2016 – RESOLUTION APPROVING EXPENDITURES
FOR THE MONTH OF OCTOBER, 2016 INCLUDING SECTION 8
EXPENDITURES.**

Commissioner Russell-Mann stated she has reviewed the List of Bills with the Finance Department along with Vice-Chairman Jennings and all questions were satisfied. Commissioner Russell-Mann made a motion to approve the List of Bills in the amount of \$1,349,326.26, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Motion Carried.

**RESOLUTION 10/02/2016 – RESOLUTION AUTHORIZING THE LONG
BRANCH HOUSING AUTHORITY TO DISPOSE OF, SELL, DONATE, OR
OTHER WISE TRANSFER TWO VEHICLES.**

Chairman Covin made a motion to accept and approve Resolution 10/02/2016 as presented, seconded by Commissioner Russell-Mann.

Roll Call Vote Taken:

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

Abstention, None.

Motion Carried.

RESOLUTION 10/03/2016 – RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) 4WD VEHICLE UNDER NEW JERSEY STATE CONTRACT #A89938 FOR THE LONG BRANCH HOUSING AUTHORITY.

Chairman Covin made a motion to accept and approve Resolution 10/03/2016 as presented, seconded by Commissioner Rivera.

Roll Call Vote Taken:

Ayes, Commissioner Russell-Mann, Jennings, Rivera, Johnson, Chairman Covin.

Opposed, None.

Absent, Commissioners Winnick, Mejer.

Abstention, None.

Motion Carried.

RESOLUTION 10/04/2016 – A RESOLUTION FOR LOCAL EMPLOYERS TO OFFER AN INCENTIVE UNDER THE STATE HEALTH BENEFITS PROGRAM.

Chairman Covin made a motion to accept and approve Resolution 10/04/2016 as presented, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Opposed, None.

Absent, Commissioners Winnick, Mejer.

Abstention, None

Motion Carried.

ADDED STARTERS:

There are no added starters for this Board of Commissioners Meeting of October 24, 2016.

MOTION:

Chairman Covin made a motion to purchase (5) tickets at a cost of \$75.00 each totaling \$375.00 and to purchase a half page ad at a cost of \$75.00 for a grand total of \$450.00 for the Long Branch Public Library Centennial Gala at McLoone's Pier House, seconded by Commissioner Russell-Mann.

Roll Call Vote Taken:

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

Motion Carried.

PUBLIC PARTICIPATION:

There is no one present for public participation for this Board of Commissioners Meeting of October 24, 2016.

COMMISSIONER COMMENTS AND CONCERNS:

Commissioner Russell-Mann stated that the Drifters will be hosting a Thanksgiving Dinner on November 19, 2016 at the Senior Building. She also stated that the Drifters will be providing transportation for Senior Citizens to the polling areas in Long Branch.

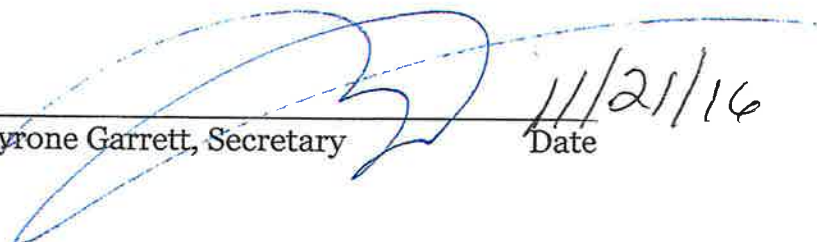
EXECUTIVE SESSION:

Legal Counsel, Kennedy stated that there are no matters for Executive Session for this Board of Commissioners Meeting of October 24, 2016.

ADJOURNMENT:

There being no further matters of discussion for the Board of Commissioners Meeting of October 24, 2016, Commissioner Jennings made a motion to adjourn the meeting, seconded by Commissioner Rivera.

Meeting Adjourned.



Tyrone Garrett, Secretary 11/21/16
Date

RESOLUTION #	11-01-2016
DATE	11-21-2016
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 November 21, 2016 and

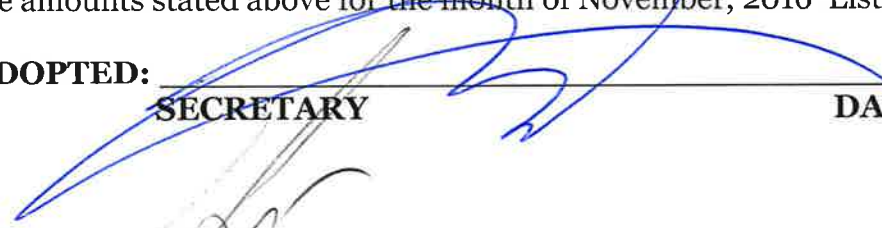
WHEREAS, said Commissioners accept and approve payment of the bills for the month of November 2016 the amounts are as follows:

1.	Regular List of Bills	\$	299,328.08
2.	Payroll	\$	227,961.00
3.	Additional Matters	\$	-0-
4.	HMFA Bonds	\$	-0-
5.	Maestro	\$	9,983.41
6.	Hope VI	\$	-0-
7.	Wire Transfers	\$	-0-
8.	Housing Vouchers/F.S.S.	\$	775,362.00
9.	F.S.S. Escrow	\$	-0-
10.	Shore Point	\$	-0-

TOTAL FOR THE MONTH OF NOVEMBER, 2016 \$ 1,312,634.49

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, 2016 List of Bills.

ADOPTED:



 _____ **SECRETARY** 11/20/16 **DATE**

_____ **DONALD COVIN, CHAIRMAN**

_____ *Albert* **CARL JENNINGS, VICE-CHAIRMAN**

_____ *ABSENT* **MICHAEL WINNICK, COMMISSIONER**

_____ *Carmen Rivera* **CARMEN RIVERA, COMMISSIONER**

_____ *Yvonne Russell-Mann* **YVONNE RUSSELL-MANN COMMISSIONER**

_____ *Dorthia Johnson* **DORTHIA JOHNSON, COMMISSIONER**

_____ *Andres Mejer* **ANDRES MEJER, COMMISSIONER**

RESOLUTION # 11-02-2016
DATE 11-21-2016
ITEM # #3

RESOLUTION AUTHORIZING AWARD OF A CONTRACT WITH BURLEW MECHANICAL, LLC FOR "ON CALL" PLUMBING REPAIR ON "AS NEEDED BASIS," ALL DEVELOPMENTS FOR SECOND YEAR EXTENSION THROUGH NOVEMBER 30, 2017

WHEREAS, the Long Branch Housing Authority has a need for Plumbing Repair on an "as needed basis" for all of the developments for the year December 1, 2016 through November 30, 2017; and

WHEREAS, in accordance with P.L. 1985, Chapter 440(C40A:11-4-4) and (C.40:11-4.5) the Long Branch Housing Authority actively sought vendors to bid on this contract in accordance with specifications developed by staff; and


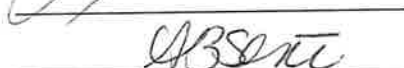
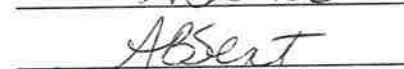




WHEREAS, result of the public bid, (3) three bids were received and Burlew Mechanical LLC, 484 South Pine Ave South Amboy, NJ 08879 has been determined to be the lowest responsible responsive bidder with a bid not to exceed \$35,000.00 which is for comparison purposes only not a contract amount; and

WHEREAS, the LBHA will call Burlew Mechanical LLC, on an as needed basis to perform plumbing repairs in accordance with unit prices contained in the contract specification with a maximum expenditure of \$35,000.00; This contract has been extended for an additional one- (1) year provided that both parties agree on an adjusted contract amount; and
and

WHEREAS, funds are available for this contract

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the LBHA authorizes a contract with Burlew Mechanical LLC, 484 South Pine Ave South Amboy, NJ 08879, in the amount not to exceed \$35,000.00 subject to Legal Counsel Opinion


Tyrone Garrett, Secretary Date 11/21/16

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

RESOLUTION # 11-03-2016
DATE 11-21-2016
ITEM # #4

RESOLUTION AUTHORIZING AWARD OF A CONTRACT WITH CENTRAL BOILER REPAIR CO.INC, FOR "ON CALL" BOILER REPAIR ON "AS NEEDED BASIS," ALL DEVELOPMENTS FOR SECOND YEAR EXTENSION THROUGH NOVEMBER 30, 2017

WHEREAS, the Long Branch Housing Authority has a need for Boiler Repair on an "as needed basis" for all of the developments for the year December 1, 2016 through November 30, 2017; and

WHEREAS, in accordance with P.L. 1985, Chapter 440(C40A:11-4-4) and (C.40:11-4.5) the Long Branch Housing Authority actively sought vendors to bid on this contract in accordance with specifications developed by staff; and

WHEREAS, result of the public bid, bids were received and Central Boiler Repair Co. Inc. has been determined to be the lowest responsible responsive bidder with a bid not to exceed \$25,000.00 which is for comparison purposes only not a contract amount; and

WHEREAS, the LBHA will call Central Boiler Repair Co. Inc. on an as needed basis to perform boiler repairs in accordance with unit prices contained in the contract specification with a maximum expenditure of \$25,000.00, This contract has been extended for an additional one- (1) year of part of a year provided that both parties agree on an adjusted contract amount; and

WHEREAS, funds are available for this contract

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the LBHA authorizes a contract with Central Boiler Repair Co. Inc, 1702 Highway 35, PO Box 256, Oakhurst, NJ 07755-0256 in the amount not to exceed \$ 25,000 subject to Legal Counsel Opinion.


Tyrone Garrett, Secretary Date 11/21/16

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

RESOLUTION #	<u>11-04-2016</u>
DATE	<u>11-21-2016</u>
ITEM #	<u>#5</u>

**RESOLUTION AUTHORIZING THE LONG BRANCH HOUSING AUTHORITY
A CONTRACT WITH NICK MIGLIACCIO FOR "ON CALL" MASON REPAIR
ON "AS NEEDED BASIS," ALL DEVELOPMENTS FOR SECOND YEAR
EXTENTION THROUGH NOVEMBER 30, 2017 SUBJECT TO LEGAL
COUNSEL OPINION**

WHEREAS, the Long Branch Housing Authority has a need for Mason Repair on an "as needed basis" for all of the developments for the year December 1, 2016 through November 30, 2017; and

WHEREAS, in accordance with P.L. 1985, Chapter 440(C40A:11-4-4) and (C.40:11-4.5) the Long Branch Housing Authority actively sought vendors to bid on this contract in accordance with specifications developed by staff; and

WHEREAS, result of the public bid, a bid was received and Nick Migliaccio has been determined to be the lowest responsible responsive bidder with a bid not to exceed \$25,000.00 which is for comparison purposes only not a contract amount; and


WHEREAS, the LBHA will call Nick Migliaccio. on an as needed basis to perform Mason repairs in accordance with unit prices contained in the contract specification with a maximum expenditure of \$25,000.00, This contract has been extended for an additional one- (1) year of part of a year provided that both parties agree on an adjusted contract amount; and

WHEREAS, the Housing Authority believes it is in the best interests of the PHA to renew the said contract;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the LBHA is hereby authorized to extend its contract with Nick Migliaccio 38 Rivington Ave, West Long Branch, NJ 07764 in the amount not to exceed \$ 25,000 December 1, 2016 to November 30, 2017.
Subject to Legal Counsel opinion.



Tyrone Garrett, Secretary Date 11/20/16



Donald Covin, Chairman

ABSENT

Carl Jennings, Vice-Chairman

ABSENT

Michael Winnick Commissioner

Carmen Rivera


Carmen Rivera Commissioner

Yvonne Russell-Mann

Yvonne Russell-Mann Commissioner

Dorthia Johnson

Dorthia Johnson, Commissioner



Andres Mejer Commissioner

RESOLUTION #	11-05-2016
DATE	11-21-2016
ITEM #	#6

RESOLUTION AUTHORIZING AWARD OF A CONTRACT WITH AA ELECTRIC FOR "ON CALL" ELECTRICAL REPAIR ON "AS NEEDED BASIS," ALL DEVELOPMENTS FOR SECOND YEAR EXTENSION THROUGH NOVEMBER 30, 2017.

WHEREAS, the Long Branch Housing Authority has a need for On Call Electrical Repair "as needed basis" for all of the developments for the year December 1, 2016 and ending November 30, 2017; and

WHEREAS, in accordance with P.L. 1985, Chapter 440 (C40A:11-4-4) and (C.40:11-4.5) the Long Branch Housing Authority actively sought vendors to bid on this contract in accordance with specifications developed by staff; and

WHEREAS, result of the public bid, six (6) bids were received and AA Electric, 19 Sun Hollow Road, Howell NJ, 07731 has been determined to be the lowest responsible responsive bidder with a bid not to exceed \$25,000.00 which is for comparison purposes only not a contract amount; and



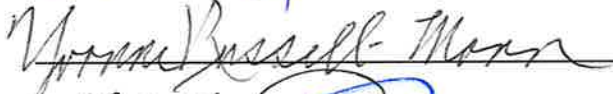


WHEREAS, this contract will commence on December 1, 2016 and ending November 30, 2017; and

WHEREAS, the LBHA will call AA Electric on an as needed basis to perform emergency electrical repairs in accordance with unit prices contained in the contract specification with a maximum expenditure of \$25,000.00; and

WHEREAS, funds are available for this contract.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the LBHA authorizes a contract with AA Electric 19 Sun Hollow Road, Howell NJ, 07731, in the amount not to exceed \$25,000.00 second year option, subject to Legal Counsel Opinion.


 Tyrone Garrett, Secretary Date 11/21/16

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