

**MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD January 16, 2018**

The Meeting Convened at 5:00 PM with the following persons present:

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

Also Present: Kevin Kennedy, Esq., Legal Counsel

Staff Present: Thomas Sahlin, Interim Executive Director  
Sophia Loren Banks, Executive Administrative Assistant  
Katherine Young, Accounts Payable/Finance  
Danny Marino, Building Services Manager  
Dorothy Amedu, Community Supportive Services Administrator  
Lisa Normandia, Assistant Director of Management

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

**BOARD ANNOUNCEMENT: (READ BY KEVIN KENNEDY, 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.**

Thomas Sahlin, Interim Executive Director opened the meeting with Roll Call. Commissioners present and absent are listed above.

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 18, 2017**

Commissioner Johnson made a motion to accept and approve the minutes of December 18, 2017 as presented, seconded by Chairman Covin.

Vice-Chairman Jennings **noted that there are no members from the public present.**

Roll Call Vote Taken:

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

Opposed, None.

Absent, None

Motion Carried.

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF November 20, 2017**

Chairman Covin made a motion to accept and approve the minutes of December 18, 2017 as presented, seconded by Commissioner Johnson.

Roll Call Vote Taken:

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

Opposed, None.

Absent, None

Motion Carried.

**ADOPTION OF THE EXECUTIVE SESSION MINUTES OF THE REGULAR MEETING OF November 20, 2017**

Commissioner Johnson made a motion to accept and approve the minutes of December 18, 2017 as presented, seconded by Vice-Chairman Jennings.

Roll Call Vote Taken:

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

Opposed, None.

Absent, None

Motion Carried.

**Resolution 01-01-2018 - Resolution Approving Expenditures for the month of December, 2017 including Section 8 Expenditures**

Commissioners Russell-Mann stated that finance committee has reviewed the List of bills with the Finance Department and that all questions have been satisfied.

Commissioner Russell-Mann made a motion to accept and approve Resolution 01-01-2018 the List of Bills in the amount of **\$1,478,792.69**, seconded by Commissioner Johnson.

Roll Call Vote Taken:

Ayes, Commissioners Winnick, Jennings, Johnson, Russell-Mann, Berrios and Chairman Covin.

Opposed, None.

Absent, Commissioner Mejer.

Motion Carried

No public present.

**Resolution 01-02-2018 – Resolution Accepting Application of Retirement from Lavanya Parekh and Authorizing the Executive Director to forward to the State Necessary Certifications of Service and to Make Necessary Budget Adjustments**

Commissioner Winnick made a motion to accept and approve Resolution 01-02-2018 Accepting Application of Retirement from Lavanya Parekh as presented, seconded by Chairman Covin.

Roll Call Vote Taken:

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

Opposed, None.

Absent, None

Motion Carried.

**THERE ARE NO ADDED STARTERS FOR THIS BOARD OF COMMISSIONERS MEETING OF January 16 2018.**

**MOTION to Purchase an AD for the Ocean Chapter of Drifters, Inc. 43<sup>rd</sup> Anniversary Scholarship Luncheon/Fashion Show Fundraise to be held Saturday, March 10, 2018**

In the past and over the years LBHA has purchased a full page AD. Commissioner Winnick made a motion to approve seconded by Commissioner Johnson. Commissioner Russell-Mann is a member of the Ocean Drifters.

Roll Call Vote Taken:

Ayes, Commissioners Winnick, Jennings, Johnson, Berrios, Mejer and Chairman Covin.

Opposed, None.  
Absent, None  
Abstention, Commissioner Russell-Mann

Motion Carried

**COMMISSIONERS COMMENTS AND CONCERNS:**

There are no comments from the Commissioner present.

**PUBLIC PARTICIPATION:**

No one from the public took part in Public Participation.

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

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

Roll Call Vote Taken:  
All in favor, All Ayes on Opening/Closing Public Participation

Opposed, None.  
Absent, None  
Abstention, None.

Motion Carried

**EXECUTIVE SESSION:**

At 5:20PM, Legal Counsel Kevin Kennedy requested a motion to go into Executive Session for the purpose of discussing personal matters, pending/potential litigation and other matters allowed.

Commissioner Winnick made a motion to open the Executive Session, second by Commissioner Johnson.

Roll Call Vote Taken:  
All in favor, All Ayes

Opposed, None.  
Absent, None  
Abstention, None.

Motion Carried

At 6:26PM, Commissioner Winnick made a motion to close Executive Session, seconded by Chairman Covin.

The following motions were made during the Executive Sessions:

Motion to retain special labor counsel, Attorney James Uliano of Chamlin, Rosen, Uliano and Witherington to Investigate Work Place Matters

Commissioner Winnick made a motion to retain special labor counsel, Attorney James Uliano, second by Commissioner Mejer

Roll Call Vote Taken:  
All in favor, All Ayes

Opposed, None.  
Absent, None  
Abstention, None.

Motion to retain Anthony Polcari of Polcari Anthony CPA - Polcari & Co to complete a forensic accounting relating to the internal investigation

Commissioner Winnick made a motion to retain special labor counsel, Attorney James Uliano, second by Commissioner Mejer

Roll Call Vote Taken:  
All in favor, All Ayes

Opposed, None.  
Absent, None  
Abstention, None.

**ADJOURNMENT:**

There being no further matters of discussion for the Board of Commissioners Meeting of January 16, 2018, Commissioner Mejer made a motion to adjourn the meeting, seconded by Chairman Covin.

All in Favor, All Ayes.  
Opposed, None.

Meeting Adjourned at 6:34 PM.

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Thomas Sahlin, Secretary

Date