

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD MARCH 23, 2020

As suggested by the CDC in light of COVID-19, we should not gather in groups of more than ten (10) for the board meeting scheduled for Monday, May 23, 2020. We have, therefore, established a conference call option for the meeting for three (3) of the board members to call into the meeting. The remaining four (4) members will attend in-person, so that the required statutory quorum is met. The in-person meeting will require the Commissioners (as well as counsel, the Executive Director and Executive Assistant) to be spaced at least 6' apart around the room. Although senior staff of the LBHA are dismissed from attending this meeting, if members from the public should show up, arrangements will be made to space them at least six feet apart from any other person.

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

In-Person:

Carl Jennings, Chairman
Nekesha Marshall, Vice-Chairman
Donald Covin, Commissioner
Dorthia Johnson, Commissioner
Maritza Berrios, Commissioner, Arrived at 5:05PM

On Phone/Call in Meeting:

Robert Vignolini, Commissioner
Anita Clavering, Commissioner. On Phone at 5:02PM

Staff Present: Gloria J. Wright, Executive Director
Sophia Loren Banks, Executive Administrative Assistant
Katherine Young, Accounts Payable

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

CALL TO ORDER - BOARD ANNOUNCEMENT: (READ BY ATTORNEY JOSEPH MANFREDI)

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).

CHAIRMAN JENNINGS LED THE SALUTE TO THE FLAG:

Gloria J Wright, Executive Director opened the meeting with Roll Call. Commissioners present and absent are listed above.

NO PUBLIC PRESENT AT MEETING

ADOPTION OF THE PUBLIC SESSION MINUTES OF THE REGULAR MEETING OF FEBRUARY 18, 2020

Commissioner Johnson made a motion to approve and accept the minutes of the public session of the regular meeting held February 18, 2020, second by Commissioner Berrios.

Roll Call Vote Taken:

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.

Abstain, None

Absent, Commissioners Clavering, Berrios

Motion, Carried.

EXECUTIVE DIRECTORS REPORT:

Executive Director Wright provided the board with relevant activities and news for the month of February 2019. Executive Director Wright outlined and summarized the Executive Director's Report provided to the Board.

Resolution 03-01-2020 - Resolution approving the list of bills for February 2020, and authorizing the payment of bills

Vice-Chairman Marshall stated that finance committee has reviewed the List of bills with the Finance Department and that all questions have been satisfied. Vice-Chairman Marshall requested a motion to accept and approve Resolution 03-01-2020 the List of Bills in the amount of **\$1,149,908.05** Vice-Chairman Marshall motioned, seconded by Commissioner Johnson.

Roll Call Vote Taken:

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.

Abstain, None

Absent, None

Motion, Carried.

No public present

Resolution 03-02-2020 - Resolution approving the transaction, approving the LBHA Annual Plan for FY2021, approving the revised Housing Choice Voucher (formerly Section 8) Program Administrative Plan, approving the revised Admissions and Continued Occupancy Policy (ACOP), authorizing the submission of the Annual Plan to the U.S. Department of Housing and Urban Development (HUD)

Commissioner Vignolini made a motion to approve and accept Resolution 03-02-2020 second by Commissioner Covin

Roll Call Vote Taken:

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

Resolution 03-03-2020 - Resolution authorizing the transaction, approving a parking policy for the Housing Authority, rescinding all prior policies

Dorthia Johnson made a motion to approve and accept Resolution 03-03-2020 second by Commissioner Covin.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

Resolution 03-04-2020 - Resolution approving the transaction, amending resolution 06-02-2018 for cooperative purchasing, authorizing a cooperative purchasing with Omnia Partners

Nekesha Marshall made a motion to approve and accept Resolution 03-04-2020 second by Commissioner Berrios.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

Resolution 03-05-2020 - Resolution approving the transaction, amending resolution 06-02-2018 for cooperative purchasing, authorizing a cooperative purchasing with The Interlocal Purchasing System

Commissioner Vignolini made a motion to approve and accept Resolution 03-05-2020 second by Commissioner Covin.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

Resolution 03-06-2020 - Resolution approving the transaction, amending resolution 06-02-2018 for cooperative purchasing, authorizing a cooperative purchasing with Educational Services Commission of New Jersey

Commissioner Covin made a motion to approve and accept Resolution 03-06-2020 second by Commissioner Berrios.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

Resolution 03-07-2020 - Resolution approving the transaction, authorizing a contract for general legal services, authorizing an expenditure of funds in an amount not to exceed \$15,000, subject to appropriations

Commissioner Covin made a motion to approve and accept Resolution 03-07-2020 second by Commissioner Vignolini.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

Resolution 03-08-2020 – Resolution approving the transaction and authorizing a sponsorship to Jacob’s Ladder of Monmouth County, Inc. fiscal sponsor for JJ Hoops in the amount of \$500.00, to be paid from non-federal funds.

Commissioner Covin made a motion to approve and accept Resolution 03-08-2020 second by Commissioner Berrios.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

Chairman Jennings requested a motion to go into Closed Session; Resolution 03-09-2020 – Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on March 23, 2020 – Time 5:21PM

Commissioner Johnson made a motion to approve and accept Resolution 03-09-2020 second by Commissioner Covin.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

Out of Closed Session – Time 5:38PM

Resolution 03-10-2020 – Resolution authorizing the transaction, authorizing a personnel salary adjustment, ratifying certain actions.

Commissioner Covin made a motion to approve and accept Resolution 03-09-2020 second by Commissioner Berrios.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

Added Starter, Resolution 03-11-2020 – Resolution approving the transaction, approving an agreement and release to settle litigation.

Commissioner Covin made a motion to approve and accept Resolution 03-11-2020 second by Commissioner Clavering.

Ayes, Commissioners Johnson, Vignolini, Covin, Clavering, Berrios, Vice-Chairman Marshall and Chairman Jennings.

Opposed, None.
Abstain, None
Absent, None
Motion, Carried.

No public present

COMMISSIONERS COMMENTS AND CONCERNS:

NO COMMENTS FROM THE COMMISSIONERS

ADJOURNMENT:

There being no further matters of discussion for the Board of Commissioners Meeting of March 23, 2020 Commissioner Berrios made a motion to adjourn the meeting, seconded by Commissioner Vignolini.

All in Favor, All Ayes
Opposed, None
Absent, None
Motion, Carried

MEETING ADJOURNED AT 5:43PM

Gloria J Wright, Secretary

Date