

# **MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD JULY 20, 2020**

**Executive Director Wright issued a statement to the Board in advance of the meeting, upon advice of counsel, that stated, substantially:**

**Consistent with the Executive Order issued by NJ Governor Murphy and as suggested by the CDC, to reduce the spread of COVID-19, it is safer and, therefore, recommended that the LBHA Board meeting scheduled for July 20, 2020 have a conference call option.**

**LBHA 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:**

Donald Covin, Chairman  
Nekesha Marshall, Vice-Chairman  
Dorthia Johnson, Commissioner

**On Phone/Call in Meeting:**

Robert Vignolini, Commissioner  
Anita Clavering, Commissioner  
Maritza Berrios, Commissioner  
Carl Jennings, Commissioner

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

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 JUNE 15, 2020**

Commissioner Johnson made a motion to approve and accept the minutes of the public session of the regular meeting held June 15, 2020, second by Vice-Chairman Marshall.

Roll Call Vote Taken:

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

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

## **EXECUTIVE DIRECTORS REPORT:**

Executive Director Wright provided the board with relevant activities and news for the month of June 2020. Executive Director Wright outlined and summarized the Executive Director's Report provided to the Board.

## **Resolution 07-01-2020 - Resolution approving the list of bills for June 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 07-01-2020 the List of Bills in the amount of **\$1,072,689.13** Vice-Chairman Marshall motioned, seconded by Commissioner Johnson.

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

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

No public present

**Resolution 07-02-2020 - Resolution authorizing the transaction, approving a schedule of meetings for Years 2021 and 2022 for the Long Branch Housing Authority Board of Commissioners, approving a work schedule for the LBHA, authorizing publication**

Vice-Chairman Marshall made a motion to approve and accept Resolution 07-02-2020 second by Commissioner Johnson.

Roll Call Vote Taken:

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

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

No public present

**Resolution 07-03-2020 - Resolution approving the transaction, authorizing a write-off of Tenant Account Receivables (TARs) for FY 2019-2020 ending June 30, 2020**

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

Roll Call Vote Taken:

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

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

No public present

**Resolution 07-04-2020 - Resolution approving the transaction, authorizing a contract for collection of account receivables, authorizing a forfeiture of amount collected**

Commissioner Johnson made a motion to approve and accept Resolution 07-04-2020 second by Commissioner Berrios.

Roll Call Vote Taken:

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

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

No public present

**Resolution 07-05-2020 - Resolution approving the transaction, authorizing a donation, to be paid from non-federal funds, for the Long Branch Firefighters Mutual Benevolent Association (FMBA) Local #68**

Commissioner Vignolini made a motion to approve and accept Resolution 07-05-2020 second by Commissioner Jennings.

Roll Call Vote Taken:

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

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

No public present

**Resolution 07-06-2020 - Resolution approving the transaction, authorizing a contract for uniformed security guards and services, authorizing an expenditure in an amount not to exceed \$40,000**

Commissioner Johnson made a motion to approve and accept Resolution 07-06-2020 second by Commissioner Vignolini.

Roll Call Vote Taken:

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

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

No public present

**Resolution 07-07-2020 - Resolution approving the transaction and authorizing the donation of \$500.00, to be paid from non-federal funds, for the Voter Registration Drive in conjunction with Long Branch Men’s Club, The City of Long Branch Recreation Department, Fidelity Lodge No. 42 and the Long Branch NAACP to be held Saturdays, July 11, 2020 and August 1, 2020 at Veterans Memorial Park, Long Branch**

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

Roll Call Vote Taken:

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

Opposed, None  
Abstain, Commissioner Jennings  
Absent, None  
Motion, Carried

No public present

**Resolution 07-08-2020 - Resolution approving the transaction, authorizing the negotiation of a contract for unit turnovers, authorizing an expenditure in an amount not to exceed \$40,000**

Commissioner Johnson made a motion to approve and accept Resolution 07-08-2020 second by Commissioner Vignolini.

Roll Call Vote Taken:

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

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

