

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD JANUARY 19, 2021

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 Tuesday, January 19, 2021 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, Chairperson

Nekesha Marshall, Vice-Chairperson

On Phone/Call in Meeting:

Robert Vignolini, Commissioner

Maritza Berrios, Commissioner

Anita Clavering, Commissioner

Absent:

Carl Jennings, Commissioner

Staff Present: Gloria J. Wright, Executive Director

Sophia Loren Banks, Executive Administrative Assistant

Kevin McCann, Finance Director

The Chairperson Covin 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).

CHAIRPERSON COVIN 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 DECEMBER 21, 2020

Vice-Chairperson Marshall made a motion to approve and accept the minutes of the public session of the regular meeting held December 21, 2020, second by Commissioner Vignolini.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Berrios, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Jennings

Motion, Carried

EXECUTIVE DIRECTORS REPORT:

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

Resolution 01-01-2021 - Resolution approving the list of bills for December 2020, and authorizing the payment of bills

Vice-Chairperson Marshall stated that finance committee has reviewed the List of bills with the Finance Department and that all questions have been satisfied. Vice-Chairperson Marshall requested a motion to accept and approve Resolution 01-01-2021 the List of Bills in the amount of **\$1,902,678.46** Vice-Chairperson Marshall motioned, seconded by Commissioner Berrios.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Berrios, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Jennings

Motion, Carried

Resolution 01-02-2021 - Resolution approving the transaction and authorizing a write-off of Tenant Account Receivables (TARs) for Fiscal Year ending December 31, 2020

Commissioner Berrios made a motion to approve and accept Resolution 01-02-2021 second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Berrios, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Jennings

Motion, Carried

Resolution 01-03-2021 - Resolution authorizing the transaction, authorizing an option to renew a contract for extermination and pest control services, authorizing an expenditure of funds in an amount not to exceed \$59,644 per year, subject to appropriations

Commissioner Vignolini made a motion to approve and accept Resolution 01-03-2021 second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Berrios, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Jennings

Motion, Carried

Resolution 01-04-2021 - Resolution authorizing the transaction, authorizing an option to renew a contract for supply and delivery of janitorial supplies, authorizing an expenditure of funds in an amount not to exceed \$50,000.00 per year, subject to appropriations

Vice-Chairperson Marshall made a motion to approve and accept Resolution 01-04-2021 second by Commissioner Vignolini.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Berrios, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Jennings
Motion, Carried

Resolution 01-05-2021 - Resolution approving the transaction, authorizing a contract for legal services for landlord-tenant matters, authorizing an expenditure of funds in an amount not to exceed \$20,000.00, subject to appropriations

Commissioner Berrios made a motion to approve and accept Resolution 01-05-2021 second by Commissioners Vignolini.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Berrios, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Jennings

Motion, Carried

Resolution 01-06-2021 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on January 19, 2021

Resolution Dispensed; no Closed Session needed

Resolution 01-07-2021 - Resolution approving the transaction, authorizing a contract for legal services to exchange the Adam Bucky James Community Center for vacant land with the City of Long Branch, authorizing an expenditure of funds in an amount not to exceed \$25,000.00, subject to appropriations

Vice-Chairperson Marshall made a motion to approve and accept Resolution 01-07-2021 second by Commissioners Vignolini.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Berrios, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Jennings

Motion, Carried

COMMISSIONERS COMMENTS AND CONCERNS:

Be safe and please wear a mask.

ADJOURNMENT:

There being no further matters of discussion for the Board of Commissioners Meeting of January 19, 2021 Vice-Chairperson made a motion to adjourn the meeting, seconded by Commissioner Vignolini.

All in Favor, All Ayes

Opposed, None

Abstain, None

Absent, Commissioner Jennings

Motion, Carried

MEETING ADJOURNED AT 5:17PM

Gloria J Wright, Secretary

Date