

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD MAY 17, 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 Monday, May 17, 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
Carl Jennings, Commissioner

On Phone/Call in Meeting:

Robert Vignolini, Commissioner
Maritza Berrios, Commissioner
Anita Clavering, 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

CHAIRPERSON COVIN TURNED MEETING OVER TO THE BOARD ATTORNEY JOSEPH MANFREDI FOR THE NOMINATIONS AND ELECTION OF OFFICERS

NOMINATIONS FOR CHAIRPERSON:

Commissioner Jennings made a motion to nominate Commissioner Covin as Chairperson, seconded by Vice-Chairperson Marshall.

No other nominations given at this time. Attorney Manfredi closed Chairperson Nominations.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Clavering, Berrios, Vice-Chairperson Marshall and Commissioner Jennings.

Opposed, None.

Abstain, Commissioner Covin

Absent, None

Motion, Carried.

Commissioner Covin accepts the position of Chairperson for the year 2021-2022.

NOMINATIONS FOR VICE-CHAIRPERSON:

Chairperson Covin made motion to nominate Commissioner Marshall as Vice-Chairperson, seconded by Commissioner Jennings

No other nominations given at this time. Attorney Manfredi closed Vice-Chairperson Nominations.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Jennings, Clavering, Berrios, and Vice-Chairperson Marshall.

Opposed, None.

Abstain, Vice-Chairperson Marshall

Absent, None

Motion, Carried.

Vice-Chairperson Nekesha Marshall accepts the position of Vice-Chairperson for the year 2021-2022.

ADOPTION OF THE PUBLIC SESSION MINUTES OF THE REGULAR MEETING OF APRIL 19, 2021

Commissioner Vignolini made a motion to approve and accept the minutes of the public session of the regular meeting held April 19, 2021, second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

Ayes, Commissioners Jennings, Vignolini, Clavering, Berrios, Vice-Chairperson Marshall, and Chairperson 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 April 2021. Executive Director Wright outlined and summarized the Executive Director's Report provided to the Board.

Resolution 05-01-2021 - Resolution approving the list of bills for April 2021, 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 05-01-2021 the List of Bills in the amount of **\$1,423,234.45** Vice-Chairperson Marshall motioned, seconded by Commissioner Jennings.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, None

Motion, Carried

Resolution 05-02-2021 - Resolution acknowledging and accepting the retirement application of long-time employee, Natalie Turner.

Vice-Chairperson Marshall made a motion to approve and accept Resolution 05-02-2021, seconded by Commissioner Vignolini.

Roll Call Vote Taken:

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

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

Resolution 05-03-2021 - Resolution approving the transaction, authorizing a contract for fee accountant, authorizing an expenditure of funds in an amount not to exceed \$32,400, subject to appropriations

Commissioner Jennings made a motion to approve and accept Resolution 05-03-2021, seconded by Commissioner Vignolini.

Roll Call Vote Taken:

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

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

Resolution 05-04-2021 – Resolution approving the transaction, authorizing a donation in the amount not to exceed \$250.00, 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 05-04-2021, seconded by Commissioner Jennings.

Roll Call Vote Taken:

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

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

Resolution 05-05-2021 – Resolution approving the transaction, authorizing a contract for audit services, authorizing an expenditure of funds in an amount not to exceed \$21,000, subject to appropriations

Vice-Chairperson Marshall made a motion to approve and accept Resolution 05-05-2021, seconded by Commissioner Vignolini.

Roll Call Vote Taken:

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

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

COMMISSIONERS COMMENTS AND CONCERNS:

NO COMMENTS

ADJOURNMENT:

There being no further matters of discussion for the Board of Commissioners Meeting of May 17, 2021, Commissioner Jennings made a motion to adjourn the meeting, seconded by Vice-Chairperson Marshall.

All in Favor, All Ayes

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

MEETING ADJOURNED AT 5:18 PM

Gloria J Wright, Secretary

Date