

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD JULY 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 Monday, July 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
Carl Jennings, Commissioner
Twana Richardson, Commissioner

On Phone/Call in Meeting:

Robert Vignolini, Commissioner
Anita Clavering, Commissioner

Absent:

Maritza Berrios, 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 JUNE 21, 2021

Commissioner Jennings made a motion to approve and accept the minutes of the public session of the regular meeting held June 21, 2021, second by Commissioner Vignolini.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioners Berrios

Motion, Carried

EXECUTIVE DIRECTORS REPORT:

Executive Director Wright provided the board with relevant activities and news for the month of June 2021. Executive Director Wright outlined and summarized the Executive Director's Report provided to the Board.

Resolution 07-01-2021 - Resolution approving the list of bills for June 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 07-01-2021 the List of Bills in the amount of **\$1,190,369.25** Vice-Chairperson Marshall motioned, seconded by Commissioner Jennings.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

Resolution 07-02-2021 - Resolution approving the transaction, authorizing a write-off of Tenant Account Receivables (TARs) for Fiscal Year ending June 30, 2021

Commissioner Jennings made a motion to approve and accept Resolution 07-02-2021, seconded by Vice-Chairperson Marshall.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

Resolution 07-03-2021 - Resolution authorizing the transaction, authorizing a concession contract for Towing Services

Vice-Chairperson Marshall made a motion to approve and accept Resolution 07-03-2021, seconded by Commissioner Richardson.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

Resolution 07-04-2021 - Resolution approving the transaction and authorizing an expenditure of non-federal funds in an amount not to exceed \$975 to support the Annual Youth Scholarship Fundraiser

Commissioner Vignolini made a motion to approve and accept Resolution 06-04-2021, seconded by Commissioner Jennings.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

COMMISSIONERS COMMENTS AND CONCERNS:

NO COMMENTS

ADJOURNMENT:

There being no further matters of discussion for the Board of Commissioners Meeting of July 19, 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, Commissioner Berrios

Motion, Carried

MEETING ADJOURNED AT 5:17PM

Gloria J Wright, Secretary

Date