

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD AUGUST 16, 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, August 16, 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
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 AUGUST 16, 2021

Commissioner Jennings made a motion to approve and accept the minutes of the public session of the regular meeting held August 16, 2021, second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Clavering, Berrios, Jennings, Richardson, 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 July 2021. Executive Director Wright outlined and summarized the Executive Director's Report provided to the Board.

Resolution 08-01-2021 - Resolution approving the list of bills for July 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 08-01-2021 the List of Bills in the amount of **\$1,362,231.23** Vice-Chairperson Marshall motioned, seconded by Commissioner Jennings.

Roll Call Vote Taken:

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

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

Resolution 08-02-2021 - Resolution approving the transaction, approving training, travel, and accommodations for the month of September 2021 for members of the Board of Commissioners Long Branch Housing Authority and staff to attend conferences and training

Commissioner Jennings made a motion to approve and accept Resolution 08-02-2021, seconded by Commissioner Vignolini.

Roll Call Vote Taken:

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

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

Resolution 08-03-2021 - Resolution approving the transaction, authorizing membership renewal in the New Jersey Public Housing Authority Joint Insurance Fund, authorizing an expenditure of funds in an amount not to exceed \$400,000.00

Commissioner Berrios made a motion to approve and accept Resolution 08-03-2021, seconded by Commissioner Vignolini.

Roll Call Vote Taken:

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

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

Resolution 08-04-2021 - Resolution approving the transaction, authorizing a contract for capital improvements of the security systems, authorizing an expenditure of funds in an amount not to exceed \$475,000.00, subject to appropriations, ratifying past actions

Commissioner Vignolini made a motion to approve and accept Resolution 08-04-2021, seconded by Vice-Chairperson Marshall.

Roll Call Vote Taken:

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

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

Resolution 08-05-2021 - Resolution approving the transaction, authorizing a Shared Services agreement among the City of Long Branch, participating units of government, and Monmouth County for mutual aid and assistance

Commissioner Jennings made a motion to approve and accept Resolution 08-05-2021, seconded by Commissioner Richardson.

Roll Call Vote Taken:

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

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

Resolution 08-06-2021 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on August 16, 2021

Commissioner Jennings made a motion to approve and accept Resolution 08-06-2021, seconded by Vice-Chairperson Marshall.

Roll Call Vote Taken:

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

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

Resolution 08-07-2021 - Resolution approving the transaction, amending the lease with the City of Long Branch for the Adam “Bucky” James Community Center, subject to approval of HUD

Commissioner Vignolini made a motion to approve and accept Resolution 08-07-2021, seconded by Vice-Chairperson Marshall.

Roll Call Vote Taken:

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

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

Added Starter, Resolution 08-08-2021 approving the transaction and authorizing an expenditure of non-federal funds in an amount not to exceed \$300 to support the Community Backpack School Supply Drive, drop-off donations to be held August 23 – August 27, 2021, at Second Baptist Church, 93 Liberty Street, Long Branch.

Vice-Chairperson Marshall made a motion to approve and accept Resolution 08-08-2021, seconded by Commissioners Vignolini.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Clavering, Berrios, Jennings, Richardson, 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 August 16, 2021, Commissioner Vignolini made a motion to adjourn the meeting, seconded by Commissioner Vignolini.

All in Favor, All Ayes

Opposed, None

Abstain, None

Absent, None

Motion, Carried

MEETING ADJOURNED AT 5:34 PM

Gloria J Wright, Secretary

Date