

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD DECEMBER 20, 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, December 20, 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 six' 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
Carl Jennings, Commissioner
Twana Richardson, Commissioner

On Phone/Call in Meeting:

Nekesha Marshall, Vice-Chairperson
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

General Counsel: Joseph A. Manfredi Esq.

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, were 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.

ADOPTION OF THE PUBLIC SESSION MINUTES OF THE REGULAR MEETING OF NOVEMBER 15, 2021

Commissioner Vignolini made a motion to approve and accept the minutes of the public session of the regular meeting held November 15, 2021, second 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

EXECUTIVE DIRECTORS REPORT:

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

No public present.

Resolution 12-01-2021 - Resolution approving the list of bills for November 2021, and authorizing the payment of bills

Commissioner Jennings stated that finance committee has reviewed the List of bills with the Finance Department and that all questions have been satisfied. Commissioner Jennings requested a motion to accept and approve Resolution 12-01-2021 the List of Bills in the amount of **\$1,398,713.37**, 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 12-02-2021 - Resolution approving the transaction, authorizing the Long Branch Housing Authority Housing Choice Voucher Program Small Area Fair Market Rents (SAFMR'S) for 2022

Commissioner Jennings made a motion to approve and accept Resolution 12-02-2021, 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 12-03-2021 - Resolution authorizing the transaction, amending a contract for Elevator Maintenance and Repair Services, authorizing an expenditure of funds in an amount not to exceed \$33,000.00 for emergency repairs at Chester Arthur and Kennedy Towers

Commissioner Berrios made a motion to approve and accept Resolution 12-03-2021, 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 12-04-2021 - Resolution approving the transaction, authorizing participation in the Naspo ValuePoint Cooperative for the purchase of goods and services

Commissioner Berrios made a motion to approve and accept Resolution 12-03-2021, 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 12-05-2021 - Resolution authorizing the purchase of 10 tickets (\$15.00 per ticket) in the amount not to exceed \$150.00, for the Annual Rev. Martin Luther King, Jr. Guild Grab & Go Soul Food Dinner

Vice-Chairperson Marshall made a motion to approve and accept Resolution 12-05-2021, 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 12-06-2021 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on December 20, 2021.

Commissioner Vignolini made a motion to approve and accept Resolution 12-06-2021, 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

BACK TO PUBLIC SESSION AT 5:29PM

COMMISSIONERS COMMENTS AND CONCERNS:

Commissioners wished all to have a safe and happy holiday season.

ADJOURNMENT:

There being no further matters of discussion for the Board of Commissioners Meeting of December 20, 2021, Commissioner Vignolini made a motion to adjourn the meeting, seconded by Commissioner Richardson.

All in Favor, All Ayes

Opposed, None

Abstain, None

Absent, None

Motion, Carried

MEETING ADJOURNED AT 5:36PM

Gloria J Wright, Secretary

Date