

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD JANUARY 18, 2022

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 18, 2022 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 – **Arrived at 5:06PM**

Nekesha Marshall, Vice-Chairperson

Carl Jennings, Commissioner

Twana Richardson, Commissioner

On Phone/Call in Meeting:

Robert Vignolini, Commissioner

Maritza Berrios, Commissioner

Absent:

Anita Clavering, 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 Vice-Chairperson Marshall 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).

VICE-CHAIRPERSON MARSHALL LED THE SALUTE TO THE FLAG

CHAIRPERSON COVIN READ THE STATEMENT TO THE PUBLIC

NO PUBLIC PRESENT AT MEETING

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 DECEMBER 20, 2021

Commissioner Jennings made a motion to approve and accept the minutes of the public session of the regular meeting held December 20, 2021, second by Commissioner Richardson.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Clavering

Motion, Carried

EXECUTIVE DIRECTORS REPORT:

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

Resolution 01-01-2022 - Resolution approving the list of bills for December 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 01-01-2022 the List of Bills in the amount of **\$1,327,884.99**. Vice-Chairperson Marshall motioned, seconded by Commissioner Vignolini.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Clavering

Motion, Carried

Resolution 01-02-2022 - Resolution approving the transaction, authorizing a write-off of Tenant Account Receivables (TARs) for Fiscal Year ending December 31, 2021

Commissioner Vignolini made a motion to approve and accept Resolution 01-02-2022 second by Commissioner Richardson.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Clavering

Motion, Carried

Resolution 01-03-2022 - Resolution approving the transaction, approving training, travel, and accommodations for the months of January and February 2022 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 01-03-2022 second by Commissioner Richardson.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Clavering

Motion, Carried

Resolution 01-04-2022 - Resolution authorizing the transaction, authorizing a contract for annual inspection, testing, maintenance and monitoring of water-based fire protection systems and fire alarms systems at LBHA public housing sites, authorizing an expenditure of funds in an amount not to exceed \$12,829.22 per year, subject to appropriations

Commissioner Vignolini made a motion to approve and accept Resolution 01-04-2022 second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Clavering

Motion, Carried

Resolution 01-05-2022 - Resolution authorizing the transaction, authorizing a contract for extermination and pest control, authorizing an expenditure of funds in an amount not to exceed \$59,644.00 per year, subject to appropriations

Vice-Chairperson Marshall made a motion to approve and accept Resolution 01-05-2022 second by Commissioners Jennings

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Clavering

Motion, Carried

Resolution 01-06-2022 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on January 18, 2022.

RESOLUTION DISPENSED; NO CLOSED SESSION REQUIRED

COMMISSIONERS COMMENTS AND CONCERNS:

NO COMMENTS

ADJOURNMENT:

There being no further matters of discussion for the Board of Commissioners Meeting of January 18, 2022, Commissioner Jennings made a motion to adjourn the meeting, seconded by Commissioner Richardson.

All in Favor, All Ayes

Opposed, None

Abstain, None

Absent, Commissioner Clavering

Motion, Carried

MEETING ADJOURNED AT 5:16PM

Gloria J Wright, Secretary

Date