

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD FEBRUARY 21, 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, February 22, 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
Nekesha Marshall, Vice-Chairperson
Twana Richardson, Commissioner

On Phone/Call in Meeting:

Robert Vignolini, Commissioner– **Arrived at 5:05PM**
Maritza Berrios, Commissioner – **Arrived at 5:14PM**
Carl Jennings, Commissioner
Anita Clavering, Commissioner – **Arrived at 5:14PM**

Absent: None

Staff Present: Gloria J. Wright, Executive Director
Sophia Loren Banks, Executive Administrative Assistant
Kevin McCann, Finance Director

General Counsel: Joseph A. Manfredi Esq.

The Chairman Donald 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 AND 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 JANUARY 18, 2022

Commissioner Jennings made a motion to approve and accept the minutes of the public session of the regular meeting held January 18, 2022, second by Commissioner Richardson.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioners Berrios, Clavering and Vignolini

Motion, Carried

EXECUTIVE DIRECTORS REPORT:

Executive Director Wright provided the board with relevant activities and news for the month of January 2022. Executive Director Wright outlined and summarized the Executive Director's Report provided to the Board.

Resolution 02-01-2022 - Resolution approving the list of bills for January 2022, 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 02-01-2022 the List of Bills in the amount of **\$1,475,646.03**. Vice-Chairperson Marshall motioned, seconded by Commissioner Vignolini.

Roll Call Vote Taken:

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

Opposed, None
Abstain, None
Absent, Commissioners Berrios and Clavering
Motion, Carried

Resolution 02-02-2022 - Resolution authorizing the transaction, authorizing a contract with a one-year renewal for supply and delivery of janitorial supplies, authorizing an expenditure of funds in an amount not to exceed \$50,000.00 per year, subject to appropriations

Vice-Chairperson Marshall made a motion to approve and accept Resolution 02-02-2022 second by Commissioner Richardson.

Roll Call Vote Taken:

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

Opposed, None
Abstain, None
Absent, Commissioners Berrios and Clavering
Motion, Carried

Resolution 02-03-2022 - Resolution authorizing the transaction, authorizing a contract to retain a Qualified Purchasing Agent (QPA), authorizing an expenditure of funds in an amount not to exceed \$75,000.00 per year, subject to appropriations

Commissioner Richardson made a motion to approve and accept Resolution 02-03-2022 second by Commissioner Vignolini.

Roll Call Vote Taken:

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

Opposed, None
Abstain, None
Absent, Commissioners Berrios and Clavering
Motion, Carried

Resolution 02-04-2022 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on February 22, 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 February 22, 2022, Vice-Chairperson Marshall 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 5:18PM

Gloria J Wright, Secretary

Date