

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD MARCH 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 Monday, March 21, 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
Carl Jennings, Commissioner
Anita Clavering, Commissioner

On Phone/Call in Meeting:

Robert Vignolini, Commissioner

Absent:

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 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 FEBRUARY 21, 2022

Commissioner Jennings made a motion to approve and accept the minutes of the public session of the regular meeting held February 21, 2022, second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

EXECUTIVE DIRECTORS REPORT:

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

Resolution 03-01-2022 - Resolution approving the list of bills for February 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 03-01-2022 the List of Bills in the amount of **\$1,473,233.74**. Vice-Chairperson Marshall motioned, seconded by Commissioner Richardson.

Roll Call Vote Taken:

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

Opposed, None
Abstain, None
Absent, Commissioner Berrios
Motion, Carried

Resolution 03-02-2022 - Resolution approving the transaction, approving training, travel, and accommodations for the month of April 2022, for members of the Board of Commissioners Long Branch Housing Authority and staff to attend conferences and training, authorizing an expenditure of funds, subject to appropriations

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

Roll Call Vote Taken:

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

Opposed, None
Abstain, None
Absent, Commissioner Berrios
Motion, Carried

Resolution 03-03-2022 - Resolution approving the transaction, approving the LBHA Annual Plan for FY2022-2023, approving the revised Housing Choice Voucher (formerly Section 8) Program Administrative Plan and the revised Public Housing Program's Admissions and Continued Occupancy Policy, authorizing the submission of the Annual Plan to the U.S. Department of Housing and Urban Development (HUD)

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

Roll Call Vote Taken:

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

Opposed, None
Abstain, None
Absent, Commissioner Berrios
Motion, Carried

Resolution 03-04-2022 - Resolution approving the transaction, authorizing a donation in the amount not to exceed \$250.00, to be paid from non-federal funds, for the Long Branch Firefighters Mutual Benevolent Association (FMBA) Local #68

Vice-Chairperson Marshall made a motion to approve and accept Resolution 03-04-2022 second by Commissioner Vignolini.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

Resolution 03-05-2022 - Resolution approving the transaction and authorizing a sponsorship for the Long Branch Free Public Library Juneteenth 2022 Celebration in the amount not to exceed \$250.00, to be paid from non-federal funds, to be held Saturday, June 18, 2022, from 1:00PM – 4:00PM

Commissioner Richardson made a motion to approve and accept Resolution 03-05-2022 second by Commissioner Vignolini.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

Resolution 03-06-2022 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on March 21, 2022

Commissioner Jennings made a motion to approve and accept Resolution 03-06-2022 second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

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

Opposed, None
Abstain, None
Absent, Commissioner Berrios
Motion, Carried

OPEN PUBLIC SESSION AT 5:20PM

Commissioner Jennings made a motion to Open Public Session, second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

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

Opposed, None
Abstain, None
Absent, Commissioner Berrios
Motion, Carried

ADDED STARTER from Closed Session

Resolution 03-07-2022 - Resolution approving the transaction, authorizing a one-time merit-based compensation for Executive Director Gloria J. Wright

Commissioner Richardson made a motion to approve and accept Resolution 03-07-2022 second by Vice-Chairperson Marshall.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Richardson, Jennings, Clavering, 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 March 21, 2022, Commissioner Richardson made a motion to adjourn the meeting, seconded by Commissioner Jennings.

All in Favor, All Ayes

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

MEETING ADJOURNED AT 5:25PM

Gloria J Wright, Secretary

Date