

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD AUGUST 15, 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, August 15, 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 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
Robert Vignolini, Commissioner

On Phone/Call in Meeting:

Anita Clavering, Commissioner
Maritza Berrios, Commissioner

Absent:

Nekesha Marshall, Vice-Chairperson

Staff Present:

Gloria J. Wright, Executive Director
Sophia Loren Banks, Executive Administrative Assistant
Kevin McCann, Finance Director
Joseph Manfredi, Legal Counsel

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 AND READ THE STATEMENT TO THE PUBLIC

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 JULY 18, 2022

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

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Vice-Chairperson Marshall

Motion, Carried

EXECUTIVE DIRECTORS REPORT:

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

Resolution 08-01-2022 - Resolution approving the transaction, approving the list of bills for July 2022, authorizing an expenditure of funds, subject to appropriations, ratification of expenditures

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 08-01-2022 the List of Bills in the amount of **\$1,271,062.82** Commissioner Jennings motioned, seconded by Commissioner Richardson.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Vice-Chairperson Marshall

Motion, Carried

Resolution 08-02-2022 - Resolution approving the transaction, approving training, travel, and accommodations for the month of September 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 Berrios made a motion to approve and accept Resolution 08-02-2022, seconded by Commissioner Jennings

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Vice-Chairperson Marshall

Motion, Carried

Resolution 08-03-2022 - Resolution approving the transaction, approving submission of the Section 8 Management Program (SEMAP) Certification for Fiscal Year ending June 30, 2022

Commissioner Jennings made a motion to approve and accept Resolution 08-03-2022, seconded by Commissioner Richardson

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Vice-Chairperson Marshall

Motion, Carried

Resolution 08-04-2022 - Resolution approving the transaction, authorizing a write-off of Tenant Account Receivables (TARs) for Fiscal Year ending June 30, 2022

Commissioner Berrios made a motion to approve and accept Resolution 08-04-2022, seconded by Commissioner Jennings.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Vice-Chairperson Marshall

Motion, Carried

Resolution 08-05-2022 - Resolution 08-05-2022 approving the transaction and authorizing an expenditure of non-federal funds in an amount not to exceed \$100.00 to support the Long Branch Fire Aid Squad Corp.'s fundraising efforts

Commissioner Vignolini made a motion to approve and accept Resolution 08-05-2022, seconded by Commissioner Jennings.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Vice-Chairperson Marshall

Motion, Carried

Resolution 08-06-2022 - Resolution approving the transaction and authorizing an expenditure of non-federal funds in an amount not to exceed \$100.00 to purchase a full-page journal ad for the Greater Long Branch Chamber of Commerce 87th Annual Awards Dinner to be held Wednesday, October 6, 2021, at the Ocean Place Resort and Spa.

Commissioner Vignolini made a motion to approve and accept Resolution 08-06-2022, seconded by Commissioner Jennings.

Roll Call Vote Taken:

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

Opposed, None

Abstain, None

Absent, Vice-Chairperson Marshall

Motion, Carried

Resolution 08-07-2022 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on August 15, 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 August 15, 2022, Commissioner Richardson made a motion to adjourn the meeting, seconded by Commissioner Vignolini.

All in Favor, All Ayes

Opposed, None

Abstain, None

Absent, Vice-Chairperson Marshall

Motion, Carried

MEETING ADJOURNED AT 5:13PM

Gloria J Wright, Secretary

Date