

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
September 10, 2020

TIME: 6:00 P.M.

PLACE: Zoom Meeting, Meeting ID: 881 1915 1780, Password: 414293

CALL TO ORDER: Chairman Feyl called the meeting to order at 6:01 P.M.

ROLL CALL: Chairman Feyl requested that the roll be called.

PRESENT

Chairman Feyl
Vice Chairman Zaccone
Commissioner Hall
Commissioner Meringolo
Commissioner Poli
Commissioner Ullah

ABSENT

Also attending meeting via conference call:

Katharine A. Coffey, Day Pitney LLP
Kelly A. Stephens, Executive Director
Gina Bozzi, Finance Manager

Gina Bozzi read adequate notice to the public.

I hereby announce and state that adequate notice of this meeting being held on this tenth day of September 2020 was provided by the Executive Director of the Housing Authority of the County of Morris by preparing a notice specifying the time, date and place of this meeting. Posting such notice on the bulletin board at Morris Mews Housing Project, the Housing Authority website and filing said notice with the Clerk and the Daily Record, which was published in the Daily Record. I hereby hand a copy of such notice to the Executive Director of the Housing Authority of the County of Morris for inclusion in the minutes of this meeting, all of the above in accordance with N.J.S.A. 10:4-6 et.seq. "Open Public Meetings Act."

Meeting open/closed to public: 6:04PM

No member of the public was present via Zoom platform.

Correspondence: Two letters/cards from the tenants at India Brook Village were distributed in the Board Package. They were very appreciative of the support Kelly Stephens and the staff provided during the Tropical Storm. The Board felt this was an important item to add to the agenda.

Regular Minutes – A motion was made by Commissioner Meringolo seconded by Commissioner Hall Approving the Regular Minutes for August 13, 2020. The following votes were cast:

AYES

Chairman Feyl
Vice Chairman Zaccone
Commissioner Hall
Commissioner Meringolo
Commissioner Ullah

ABSTAIN

Commissioner Poli

NAYS

Chairman Feyl declared said motion carried.

Executive Session Minutes – A motion was made by Commissioner Meringolo seconded by Commissioner Hall Approving the Executive Session Minutes for August 13, 2020. The following votes were cast:

AYES

Chairman Feyl
Vice Chairman Zaccone
Commissioner Hall
Commissioner Meringolo
Commissioner Ullah

ABSTAIN

Commissioner Poli

NAYS

Chairman Feyl declared such said motion carried.

Committee Report – Chairman Feyl reported that the Finance Committee will be meeting on Monday, September 28, 2020 at 2PM. The members of the Committee are Chairman Feyl, Vice Chairman Zaccone and Commissioner Hall. A Zoom meeting link will be sent out. Chairman Feyl stated that a Personnel Committee meeting will need to be held in the near future but will speak to the attorney regarding the legalities and proper notice.

Chairman Report – Chairman Feyl reported that he and Executive Director Kelly A. Stephens walked the property of the neighbor next to Pleasant View Village. There was a small area of debris from where the trees had fallen that can be cleared away, as an offer of good will. However, the Housing Authority will not be responsible for maintaining the area. Attorney Kate Coffey suggested following up with a letter to the homeowner.

Executive Director Report – Executive Director Kelly A. Stephens stated that once we received the DRAFT version, the audit will be discussed more in detail. The auditor reviewed forty Public Housing files and there were no findings. They also reviewed contracts and invoices and there were no issues. One concern is the medical expense for employees and retirees. In order to be in compliance with GASB, the Housing Authority had to hire an actuary and take on premiums for all retirees.

The Housing Authority is moving ahead with the Morris Mews Bathroom Exhaust Fans that was awarded in the beginning of the year. The contractor will do a mock-up in

vacant units to see if there are any unexpected issues. Once that is done, a schedule will be developed and communicated to tenants to follow all safety precautions.

Preliminary plans for the Morris Mews Generators, Congregate Air Conditioning and PVV Roof /Attic Ventilation were just sent to Commissioner Poli for his feedback. He indicated that we may only have a year on the PVV Roof which is why it has been bumped up on the Capital Fund Program. Once he reviews the other projects, he will get back to Executive Director Stephens, however, he felt the cost estimate for the Generators was high.

The Housing Authority provided an ice cream truck at Morris Mews, India Brook Village and Peer Place. A member of the Census was present and Denville distributed backpacks and masks for the children. Bennett Avenue and Green Pond Village will be next week.

Regarding the Cares Act \$, the Housing Authority reached out to the Morris County Superintendent's Office to see if there were any school districts that were not able to provide electronic devices. They verified that all school districts were able to provide chromebooks for virtual learning. Commissioner Poli stated that an issue was Wi-Fi and being able to connect. The Housing Authority will follow-up with the Superintendent's Office. Additionally, the Housing Authority requested from HUD to utilize Cares Act \$ to assist with car repairs for its Housing Choice Voucher participants. This would enable participants to get to work, school, medical appointments, etc. safely without additional exposure while using public transportation. However, HUD denied this request and stated the Cares Act \$ can be used to pay for transportation costs but not car repairs.

Executive Director Stephens stated she followed up with Commissioner Meringolo's suggestion of QPA services. She did reach out to staff to see if there interest but no response was received. If she was to go for the training, it would take approximately two years which would not help for the time being. Executive Director Stephens reached out to the county, Rockaway Township, Randolph, Denville, Morris Township and Netcong in an effort to have a shared service agreement.

Schedule of Payments – Finance Manager Gina Bozzi explained the Financial Statements. A motion was made by Commissioner Hall and seconded by Commissioner Meringolo Approving the Schedule of Payments for September 10, 2020. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Feyl		
Vice Chairman Zaccone		
Commissioner Hall		
Commissioner Meringolo		
Commissioner Poli		
Commissioner Ullah		

Chairman Feyl declared said motion carried.

Resolution 2020 – 31 – A motion was made by Commissioner Hall and seconded by Commissioner Meringolo Awarding the Contract for Playground Upgrades at Green Pond Village and Bennett Avenue. The Contract was not being awarded to the lowest bidder as they did not submit the required documents with their bid proposal. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Feyl		
Vice Chairman Zaccone		
Commissioner Hall		
Commissioner Meringolo		
Commissioner Poli		
Commissioner Ullah		

Chairman Feyl declared said motion carried.

Resolution 2020 – 32 – A motion was made by Commissioner Poli and seconded by Commissioner Meringolo Approving Non-Union Management Employee Salary Adjustments. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Feyl		
Vice Chairman Zaccone		
Commissioner Hall		
Commissioner Meringolo		
Commissioner Poli		
Commissioner Ullah		

Chairman Feyl declared said motion carried.

Resolution 2020 – 33 – A motion was made by Vice Chairman Zaccone and seconded by Commissioner Meringolo Authorizing the Housing Authority County of Morris to Enter a Cooperative Pricing Agreement with the Educational Services Commission of NJ. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Feyl		
Vice Chairman Zaccone		
Commissioner Hall		
Commissioner Meringolo		
Commissioner Poli		
Commissioner Ullah		

Chairman Feyl declared said motion carried.

Resolution 2020 – 34 – A motion was made by Commissioner Meringolo and seconded by Commissioner Poli Approving the Purchase of a Vehicle through the State Contract. This vehicle would be used by the inspector who inspects units throughout the County. Commissioner Poli asked if the vehicles were taken home and Executive Director Stephens explained they are kept at the office. However, if there is an impending snowstorm, maintenance may take a truck with AWD home because they are expected back at work for snow removal. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Feyl		
Vice Chairman Zaccone		
Commissioner Hall		
Commissioner Meringolo		
Commissioner Poli		
Commissioner Ullah		

Chairman Feyl declared said motion carried.

Resolution 2020 – 35 – A motion was made by Commissioner Poli and seconded by Commissioner Meringolo Authorizing the Disposal of a Vehicle. This was an old maintenance van which needed over \$7,000 in repairs. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Feyl		
Vice Chairman Zaccone		
Commissioner Hall		
Commissioner Meringolo		
Commissioner Poli		
Commissioner Ullah		

Chairman Feyl declared said motion carried.

Resolution 2020 – 36 – A motion was made by Commissioner Meringolo and seconded by Commissioner Hall Authorizing Executive Session to discuss litigation issues. No action will be taken after Executive Session. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Feyl		
Vice Chairman Zaccone		
Commissioner Hall		
Commissioner Meringolo		
Commissioner Poli		
Commissioner Ullah		

Chairman Feyl declared said motion carried.

Legal Update

Kate Coffey reached out to Rockaway Township regarding the property but there is no update. Her office also received a call from the daughter of the neighbor and the family may have interest in the property adjacent to PVV.

This month, Day Pitney also assisted the Housing Authority with review of materials on the playground and online procurement.

New Business

None

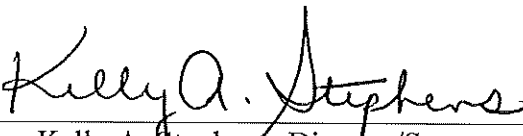
Old Business

None

Adjournment

Meeting adjourned at 6:48PM.

10/08/2020
Date Adopted



Kelly A. Stephens, Director/Secretary