

HOUSING AUTHORITY OF THE COUNTY OF MORRIS  
MINUTES OF THE REGULAR MEETING  
January 14, 2021

**TIME:** 6:00 P.M.

**PLACE:** Zoom Meeting, Meeting ID: 828 4780 5441, Passcode: 851781

**CALL TO ORDER:** Chairman Feyl called the meeting to order at 6:00 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 (Joined at 6:15PM)

**ABSENT**

**Also attending meeting via conference call:**

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

**Gina Bozzi read adequate notice to the public.**

I hereby announce and state that adequate notice of this meeting being held on this fourteenth day of January 2021 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 to public: 6:03PM**

No member of the public wished to speak. Meeting closed to public at 6:03PM.

**Reorganization:** Chairman Feyl felt that he could not serve as chair any longer and at this reorganization, a new chair will be elected.

**Resolution 2021 – 1** – A motion was made by Vice Chairman Zaccone and seconded by Commissioner Meringolo Appointing Commissioner Poli as the new Chairman. A

motion was made by Chairman Feyl and seconded by Commissioner Poli appointing Vice Chairman Zaccone to another year. 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		

Chairman Feyl declared said motion carried and turned the meeting over to Chairman Poli. Both Chairman Poli and Executive Director Stephens thanked former Chairman Feyl for his leadership and guidance over the last year.

**Correspondence:** Two cards from tenants at India Brook Village had been provided to the board, expressing their thanks for the holiday meals.

**Regular Minutes** – A motion was made by Commissioner Hall seconded by Commissioner Meringolo Approving the Regular Minutes for December 10, 2020. The following votes were cast:

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

Chairman Poli declared said motion carried.

**Committee Report** – None at this time. Chairman Poli will be establishing the Committee members. Executive Director Stephens will provide him the prior committee appointments as well as those that were consolidated after the by-law review. Due to COVID-19, the Finance Committee is the only committee that met in 2020.

**Chairman Report** – None at this time.

**Executive Director Report** – The staff are continuing to work diligently through COVID. The Housing Authority had two staff people test positive; one was isolated immediately and had no direct contact with other staff. Tenants that did have contact were notified, however, with masks required for both parties and social distancing, fortunately there were no additional positive reports. The second staff person came in contact with someone and had been home on quarantine, therefore, no interaction with other staff. We are in the process of securing vaccines for the staff that work directly with the tenants, particularly those in a Congregate setting.

Executive Director Stephens has been in contact with Morris County OEM, however, the County is not set up for a mobile platform. The Housing Authority has made calls to CVS, Walgreen's and Zufall to try and set up a vaccination site at each senior complex. We are waiting for a response but in the meantime, are advising tenants to receive a

vaccine if they have access. Information is also being distributed as it is received on vaccinations sites and how to access an appointment.

Executive Director Stephens requested that she would like to invite both Rotary Clubs of Denville and Supporting Our Seniors (SOS) to the February meeting so a resolution or proclamation of appreciation could be given for their outstanding work to the residents of PP and PVV. The Board was in agreement.

Lastly, an application was submitted to Morris County Community Development (CDBG) to add Lighting to the Basketball Court at Peer Place. Presentations will be sometime in February. If approved, this will be the last phase in the refurbishment of the basketball court.

**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 January 14, 2021. The following votes were cast:

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

Chairman Poli declared said motion carried.

**Resolution 2021 – 2** – A motion was made by Commissioner Meringolo and seconded by Vice Chairman Zaccone Rejecting the Submitted Bids for Carpentry and Electrical Work at Housing Authority sites. Executive Director explained that there was a discrepancy in the project description and specifications and it was in the best interest of the Housing Authority not to award the contract. The following votes were cast:

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

Chairman Poli declared said motion carried.

**Resolution 2021 – 3** – A motion was made by Commissioner Hall and seconded by Commissioner Feyl Approving Certification of Compliance with PHA Plans and Related Regulations. Executive Director explained the policy changes that were made and verbiage changes for clarification purposes. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

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

Chairman Poli declared said motion carried.

**Legal Update**

Day Pitney provided assistance to the Authority on a Remote Meeting Policy and a policy for the Protection and Safe Treatment of Minors. They also have been working on collections for those that owe balances to the Housing Authority but no longer participate in HA programs. Commissioner Hall asked about the Rockaway project but Kate Coffey expressed that they have been focused on other issues the last year. Chairman Poli suggested a call between himself, Kate Coffey and the Mayor.

**New Business**

None

**Old Business**

None

**Adjournment**

Meeting adjourned at 6:51PM.

2/11/2021  
Date Adopted

Kelly A. Stephens  
Kelly A. Stephens, Director/Secretary