

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
April 11, 2024

TIME: 6:00 P.M.

PLACE: Zoom Meeting, Meeting ID: 863 8786 1313, Passcode: 805751

CALL TO ORDER: Chairman Poli called the meeting to order at 6:03PM

ROLL CALL: Executive Director Stephens called roll.

PRESENT

Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSENT

Commissioner Bevacqua
Commissioner Rubino

Also attending meeting via conference call:

Kate Coffey, Day Pitney
Kelly A. Stephens, Executive Director
Gina Bozzi, Finance Director
Barbara Anderson, IBV Tenant
Deborah Garcia, IBV Tenant

Gina Bozzi read adequate notice to the public.

I hereby announce and state that adequate notice of this remote meeting being held on this the eleventh day of April 2024 provided by the Executive Director of the Housing Authority County of Morris by preparing a notice specifying the time, date, and place of this meeting. The electronic notice has been posted on the Authority's website and mailing the notice to the Daily Record for inclusion in the minutes of this meeting, all the above in accordance with N.J.S.A. 10:4-6 et.Seq. "Open Public Meetings Act."

Meeting open to public: Opened at 6:02PM. No member of the public wished to speak. The public portion was closed at 6:03PM.

Correspondence: None.

Committee Report: The Personnel Committee met on Tuesday, March 19, 2024 at 6PM. They will revisit the advancement of Greg Brown in a few months.

Chairman Report: None

Executive Director Report: The Housing Authority hosted activities such as food pantry, bible study, chair exercise and quarter exchange. New Bridge Services is conducting a senior exercise program on Mind/Body. We also had a movie night and distributed glasses for the eclipse.

Executive Director Stephens reminded the commissioners to complete their Ethics Disclosure by the end of the month. All commissioners should have received an email from Laura Roberts regarding this.

While at the FM Kirby/Mimi Washington Starett symposium, Executive Director Stephens was approached by Dr. David Birdsell, the Provost and Senior VP at Kean University. He put her in touch with the Dean for the College of Health Professions and Human Services and they are in the beginning of talks of possibly having their students (OT) conduct programs at Morris Mews.

The Housing Authority had another issue of a tenant with a hoarding issue. The Housing Authority took immediate action and hired someone to clean up the unit. However, it was discovered the tenant had bedbugs, so the cleanout turned into a bedbug preparation. A Notice to Cease was issued and the tenant signed a repayment agreement for the charges the Housing Authority had to incur. The Housing Authority will need to monitor the situation closely.

Regular Minutes – A motion was made by Commissioner Zaccone and seconded by Vice Chairman Meringolo Approving the Regular Minutes for March 14, 2024. The following votes were cast:

AYES

Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo

ABSTAIN

Chairman Poli

NAYS

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Zaccone and seconded by Chairman Poli Approving the Schedule of Payments for April 11, 2024. The following votes were cast:

AYES

Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Resolution 2024-4 –A motion was made by Chairman Poli and seconded by Vice Chairman Meringolo Awarding the Contract for Landscaping and Grounds Care. The following votes were cast:

AYES

Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo

ABSTAIN

NAYS

Chairman Poli

Chairman Poli declared said motion carried.

Legal Update – Attorney Kate Coffey reported Day Pitney participated in the bid opening that was voted upon tonight. They also reviewed the bid documents for the hardware replacement project that will have a bid opening next month. Day Pitney is currently reviewing the Conflict-of-Interest Policy, which is a requirement by HUD and volunteer liability in reference to snow removal.

New Business – Executive Director Stephens informed the Board that HUD requires a conflict-of-interest policy for all Board members and staff. It will be distributed in the May board package, voted upon and the commissioners and staff will need to complete.

Old Business – Chairman Poli asked about the Rockaway project. Executive Director Stephens received the letter of support from Rockaway and the package is being finalized.

Adjournment: The meeting adjourned at 6:27PM.

5/9/2024

Kelly A. Stephens (Original on File)

Date Adopted

Kelly A. Stephens, Board Secretary