

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
April 14, 2022

TIME: 6:00 P.M.

PLACE: Zoom Meeting, Meeting ID: 891 4838 0136, Passcode: 418276

CALL TO ORDER: Chairman Poli called the meeting to order at 6:02 P.M.

ROLL CALL: Chairman Poli called roll.

PRESENT

Commissioner Feyl
Commissioner Hall
Commissioner Meringolo
Vice Chairman Zaccone
Chairman Poli

ABSENT

Commissioner Ullah

Also attending meeting via conference call:

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

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 fourteenth day of April 2022 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: 6:03PM

No member of the public in attendance. Executive Director Stephens stated she spoke to Barbara Anderson who was unable to attend tonight and it would be in her report. Public portion closed at 6:03PM.

Correspondence:

Committee Report: The Personnel Committee met to discuss three items. The first item was the Agreement with Council 8 which represent the staff. In attendance was the Personnel Committee members, Kelly A. Stephens and Kate Coffey and Rachel Gonzalez from Day Pitney. The Personnel Committee was comfortable with the Board voting on the resolution and for Executive Director Stephens signing the contract. In August, we will notify Labor Relations that we wish to begin negotiations which we will make corrections to the language in the contract.

The Personnel Committee also discussed sending an employee for QPA Training and working with the individual on succession planning. Kate Coffey's office is working on contract language if the individual leaves and reimbursement to the Housing Authority. The last item discussed was a retiree and a question regarding medical coverage. More clarification is being worked on.

Chairman Report: Chairman Poli and Executive Director Stephens met with the County Fire Marshalls regarding the Congregate fire suppression system. Chairman Poli expressed great concern as this would be an immense cost to the Housing Authority. Executive Director Stephens will be setting up a meeting with the contractor and Fire Marshalls to look at all the options. When they removed the sprinkler heads that were being tested, it was noted that the dry system was filled with sediment and debris. Although the sprinkler heads passed the testing, the contractor completed an in-depth inspection and noted the entire system was compromised. Chairman Poli believes there are other ways that can provide a temporary remedy to the issue. Executive Director Stephens explained that Congregate is not eligible for Capital Funds and has little funds available for projects like this. She will explore other funding options. Chairman Poli expressed how impressed he was with the Fire Marshalls and Executive Director Stephens added that they work very well with the Housing Authority and the maintenance staff. They were able to clarify a situation so there was no further undue burden on the Housing Authority.

Executive Director Report: Ms. Barbara Anderson sends her apologies that she was unable to attend the meeting tonight, however, wanted Executive Director Stephens to relay her comments:

1. The contractor who installed the new fire alarm system at India Brook was excellent and very professional.
2. The St. Patrick's Day luncheon provided by the Housing Authority, catered by Burrini's, was delicious.
3. Thank you for the new flag – it looks beautiful.
4. After the sidewalk repairs are done, is it possible to move one of the benches from the courtyard to around back. Executive Director Stephens will go up to IBV to help find an area that does not interfere with the sidewalks and its accessibility.

The contractor is currently on-site making repairs to the sidewalks. We are pleased that we were able to come to an amicable agreement without further needing the attorneys or courts.

The Housing Authority received a warning from the Morris County Health Department that the generator at Pleasant View Village was never permitted by NJDEP. Greg Brown was able to locate online the permit for IBV but none on file for PVV and Congregate. Within a few days, he submitted all the necessary paperwork and received the Air Quality permits which was submitted to the Health Department. There are payments in Executive Director Stephens name as she had to use her credit card.

The Housing Authority underwent a review by NJHMFA. Two issues came up that have been practice throughout the years. The original contract states that Morris Mews can only accept extremely low and very low-income applicants. The Housing Authority received a letter from the HUD account representative a few years back stated that we were not restricted to accept only very low-income applicants. NJHMFA felt the letter was not clear enough. Executive

Director Stephens reached out to the HUD account representative who is working with the division director for clarification. Secondly, we have always maintained one waiting list for all senior housing and we were instructed it needs to be separate. We also asked our account representative for clarification.

Executive Director Stephens reminded everyone that their Financial Disclosure is due April 30th. She also reported that we are partnering with Zufall Health who will be providing cooking classes to our seniors based on the SNAP curriculum.

Regular Minutes – A motion was made by Commissioner Feyl and seconded by Commissioner Hall Approving the Regular Minutes for March 10, 2022. The following votes were cast:

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

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Feyl and seconded by Chairman Poli Approving the Schedule of Payments for April 14, 2022. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 – 7 – A motion was made by Chairman Poli and seconded by Commissioner Hall Authorizing the Agreement between the Housing Authority County of Morris and Union Council 8. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 – 8 – A motion was made by Commissioner Hall and seconded by Commissioner Feyl Approving the Memorandum of Agreement between the Housing Authority County of Morris and the Housing Authority Borough of Madison. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 – 9 – A motion was made by Chairman Poli and seconded by Commissioner Hall Approving the Service Agreement for the Housing Authority County of Morris to serve as the Independent Entity for the Housing Authority Borough of Madison. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 – 10 – A motion was made by Chairman Poli and seconded by Commissioner Meringolo Awarding the Contract for the Replacement of the Entry and Access System at India Brook Village Building B. The following votes were cast:

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

Chairman Poli declared said motion carried.

Legal Update – Attorney Kate Coffey stated Day Pitney has been working with the Authority on review of the bid specs and opening next week for refuse. She was pleased to hear that the repairs of the sidewalks was going well. Day Pitney reviewed the agreements with Madison and made suggestions further clarifying they were an independent entity.

Day Pitney attended the Personnel Committee Meeting regarding signing of the agreement and benefits of a former employee. Lastly, they are working on contractual language for an employee that will be taking the QPA program. Day Pitney also worked on compliance with a subpoena and had three eviction trials scheduled for one day. Two judgements were secured which resulted in one tenant vacating the unit and one payment plan. We anticipate a new matter in the short term.

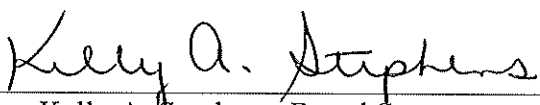
New Business – None

Old Business – Chairman Poli requested that we table the discussion on Stewart Engineering. He has spoken with Commissioner Feyl and would like to review it further. Executive Director Stephens explained that due to the ponds and slopes, there may be little buildable space. She will walk the property with Chairman Poli and Commissioner Feyl in the near future.

Adjournment

Meeting adjourned at 6:55PM.

5/12/22
Date Adopted



Kelly A. Stephens, Board Secretary