

HOUSING AUTHORITY OF THE COUNTY OF MORRIS  
MINUTES OF THE REGULAR MEETING  
February 11, 2019

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

**PLACE:** Morris Mews, 99 Ketch Road, Morristown, New Jersey

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

**ROLL CALL:** Chairman Hall requested that the roll be called.

**PRESENT**

Commissioner Feyl  
Commissioner Koldewyn  
Commissioner Ullah  
Commissioner Zaccone  
Vice Chairman Tappen  
Chairman Hall

**ABSENT**

Commissioner Ali

**Also attending meeting:**

Catherine A. Nolan, Day Pitney LLP  
Kelly Stephens, Executive Director  
Gina Bozzi, Finance Manager  
Gregory Brown, Administrative Assistant

**Chairman Hall read adequate notice to the public.**

I hereby announce and state that adequate notice of this meeting being held on this eleventh day of February 2019 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 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 – no public in attendance**

**Minutes** – A motion was made by Commissioner Feyl seconded by Commissioner Koldewyn Approving the Minutes for January 8, 2019, pending the removal of Vice Chairman Tappen's name from Resolution Number 2019-1. The following votes were cast:

**AYES**

Commissioner Feyl  
Commissioner Koldewyn

**ABSTAIN**

Vice Chairman Tappen

**NAYS**

Commissioner Ullah  
Commissioner Zaccone  
Chairman Hall

Chairman Hall declared said motion carried.

**Schedule of Payments** – A motion was made by Commissioner Feyl and seconded by Commissioner Koldewyn Approving the Schedule of Payments for February 11, 2019. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Feyl Commissioner Koldewyn Commissioner Ullah Commissioner Zaccone Vice Chairman Tappen Chairman Hall		

Chairman Hall declared said motion carried.

**Resolution 2019 - 4** – A motion was made by Commissioner Koldewyn and seconded by Commissioner Ullah Approving Change Order GC-01 for the Morris Mews Central Air Conditioning. The additional smoke detectors in Buildings 1, 2 and 3 were required by the Building Department. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Feyl Commissioner Koldewyn Commissioner Ullah Commissioner Zaccone Vice Chairman Tappen Chairman Hall		

Chairman Hall declared said motion carried.

**Resolution 2019 - 5** - A motion was made by Commissioner Koldewyn and seconded by Commissioner Ullah Approving Change Order GC-02 for the Morris Mews Central Air Conditioning. Commissioner Koldewyn and Chairman Hall expressed concern that LAN should have picked up in the specs that the units were bigger and avoided change orders that should have been included in the total cost.

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Feyl Commissioner Koldewyn Commissioner Ullah Commissioner Zaccone Vice Chairman Tappen Chairman Hall		

Chairman Hall declared said motion carried.

**Resolution 2019 – 6** - A motion was made by Commissioner Feyl and seconded by Vice Chairman Tappen Extending the Contract for Sludge Measurement for each Septic Tank at India Brook Village. Kelly Stephens explained that prior to the sludge measurement, we were having the tanks pumped out monthly by a contractor. Once the sludge measurement was performed in 2018, it was not necessary for the tanks to be pumped out at all. Commissioner Ullah questioned how much money we were paying out prior and Ms. Stephens stated she would have to obtain that information for the Board.

**AYES**

**ABSTAIN**

**NAYS**

Commissioner Feyl  
Commissioner Koldewyn  
Commissioner Ullah  
Commissioner Zaccone  
Vice Chairman Tappen  
Chairman Hall

Chairman Hall declared said motion carried.

**Report of Committees**

None

**New Business**

Establishment of Committees and Members:

- Personnel (Commissioner Ullah, Vice Chairman Tappen, Chairman Hall)
- Projects, Leasing and Rehabilitation (Commissioner Koldewyn, Commissioner Zaccone)
- Finance, Budget and Audit (Vice Chairman Tappen, Chairman Hall)
- Public Relations (Commissioner Feyl, Commissioner Zaccone)

Gina Bozzi, Finance Manager, gave an overall review of the functions and responsibilities of the Finance Department. Next month, Ana Betancourth, Housing Choice Voucher Housing Manager, will review the Section 8/Housing Choice Voucher Department.

Kelly Stephens presented Commissioner Feyl with his Certificate of Completion for his Commissioners classes through Rutgers University.

Ms. Stephens also reminded the Board that she will be beginning the Certified Public Manager courses on Tuesday, February 26, 2019 at the Morris County Safety Academy.

**Old Business**

None

**Adjournment**

A motion was made by Commission Koldewyn and seconded by Commissioner Ullah to adjourn the meeting. All were in favor. Meeting adjourned at 6:38 P.M.

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Date Adopted

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Kelly A. Stephens, Director/Secretary