

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
December 14, 2023

TIME: 6:00 P.M.

PLACE: Zoom Meeting, Meeting ID: 830 0961 8340

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

ROLL CALL: Executive Director Stephens called roll.

PRESENT

Commissioner Bevacqua
Commissioner Rubino
Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSENT

Also attending meeting via conference call:

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

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 December 2023 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 6:05PM. No member of the public was present. The public portion was closed at 6:05PM.

Correspondence: None.

Committee Report: No Committees met. Executive Director Stephens indicated that the Personnel Committee will need to meet at the end of January as well as possibly the Projects committee.

Chairman Report: Chairman Poli requested that Executive Director Stephens send out the list of committees to all Commissioners for their review to determine appropriate appointments.

Executive Director Report: Executive Director Stephens is currently out on FMLA. It started earlier than she had anticipated. Activities for the month include chair exercise, quarter exchange, food pantry and bible study. The Housing Authority is also hosting holiday parties at all the senior sites. The Girls Scouts held a holiday celebration at the Morris Mews Complex. Five families were selected for the Christmas in a Box program through the Church of Christ in New Vernon. The municipalities also assisted families in need.

Mold was found in the unit that had been destroyed by the evicted tenant. This was put in as an insurance claim due to the remediation necessary. There was also a flood from the hot water heater in one of the apartments at Morris Mews and the water went down two floors. The recommendation was made to look at an alarm for the hot water heaters.

The hallway and laundry room floors were replaced at the Congregate Living Facility. Furniture was ordered for the lobbies at India Brook Village and the Morris Mews Surveillance Project is almost complete. The reorganization meeting will be held next month. The Housing Authority kicked off the new portals this month for applicants/tenants/landlords. Executive Director Stephens applied for housing and wrote down step by step instructions, so it is very user friendly.

Regular Minutes – A motion was made by Commissioner Zaccone and seconded by Commissioner Bevacqua Approving the Regular Minutes for November 9, 2023. The following votes were cast:

AYES

Commissioner Bevacqua
Commissioner Rubino
Commissioner Ullah
Commissioner Zaccone
Chairman Poli

ABSTAIN

Vice Chairman Meringolo

NAYS

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Rubino and seconded by Vice Chairman Meringolo Approving the Schedule of Payments for December 14, 2023. The following votes were cast:

AYES

Commissioner Bevacqua
Commissioner Rubino
Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Resolution 2023–34 –A motion was made by Commissioner Rubino and seconded by Vice Chairman Meringolo Rejecting the Bids Submitted for Security Lighting and Fencing at the Peer Place Basketball Court. The following votes were cast:

| <u>AYES</u> | <u>ABSTAIN</u> | <u>NAYS</u> |
|-------------------------|-----------------------|--------------------|
| Commissioner Bevacqua | | |
| Commissioner Rubino | | |
| Commissioner Ullah | | |
| Commissioner Zaccone | | |
| Vice Chairman Meringolo | | |
| Chairman Poli | | |

Chairman Poli declared said motion carried.

Resolution 2023–35 –A motion was made by Chairman Poli and seconded by Commissioner Zaccone Appointing the Attorney for 2024. The following votes were cast:

| <u>AYES</u> | <u>ABSTAIN</u> | <u>NAYS</u> |
|-------------------------|-----------------------|--------------------|
| Commissioner Bevacqua | | |
| Commissioner Rubino | | |
| Commissioner Ullah | | |
| Commissioner Zaccone | | |
| Vice Chairman Meringolo | | |
| Chairman Poli | | |

Chairman Poli declared said motion carried.

Resolution 2023–36 –A motion was made by Vice Chairman Meringolo and seconded by Commissioner Rubino Appointing the Accounting Firm for 2024. The following votes were cast:

| <u>AYES</u> | <u>ABSTAIN</u> | <u>NAYS</u> |
|-------------------------|-----------------------|--------------------|
| Commissioner Bevacqua | | |
| Commissioner Rubino | | |
| Commissioner Ullah | | |
| Commissioner Zaccone | | |
| Vice Chairman Meringolo | | |
| Chairman Poli | | |

Chairman Poli declared said motion carried.

Resolution 2023–37 –A motion was made by Commissioner Rubino and seconded by Commissioner Zaccone Appointing the Auditor for FYE 2023. The following votes were cast:

| <u>AYES</u> | <u>ABSTAIN</u> | <u>NAYS</u> |
|-----------------------|-----------------------|--------------------|
| Commissioner Bevacqua | | |
| Commissioner Rubino | | |

Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

Chairman Poli declared said motion carried.

Resolution 2023-38 –A motion was made by Vice Chairman Meringolo and seconded by Commissioner Bevacqua Awarding the Contract for Cycle and Turnover Painting. The following votes were cast:

AYES
Commissioner Bevacqua
Commissioner Rubino
Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Legal Update – Attorney Kate Coffey thanked the Board for renewing the contract and looks forward to working with the Housing Authority in 2024. She reported Day Pitney provided legal assistance with the Security Lighting and Fencing Project and recommended it be re-bid. Regarding the eviction and collections items, they are in the process of collecting on judgements, there are two complaints, three pending warrants for removal, one tenant left voluntarily and one is awaiting trial. Tenants are being offered repayment agreements, but several have defaulted on them.

New Business – None

Old Business – Executive Director Stephens reported that Rockaway Township will be writing a letter of support for the disposition of a piece of the property at PVV and it was not required that she or Kate Coffey attend a meeting. She also had a phone conference with Elizabeth DeCoursey, the new CEO for Habitat for Humanity, regarding the PVV Property. Habitat has worked with other Housing Authorities in this particular area and it can take several years for HUD to approve the disposition. Executive Director Stephens was clear the HA did not have any funding to contribute to the project but Habitat is very interested in a partnership.

Adjournment: The meeting adjourned at 6:37PM.

1/11/24
Date Adopted

Kelly A. Stephens, Board Secretary