

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
January 13, 2022

TIME: 6:00 P.M.

PLACE: Zoom Meeting, Meeting ID: 874 9724 1654, Passcode:466381

CALL TO ORDER: Executive Director Stephens called the meeting to order at 6:01 P.M.

ROLL CALL: Executive Director Stephens called roll.

PRESENT

Commissioner Feyl
Commissioner Hall
Commissioner Meringolo
Commissioner Ullah
Commissioner Poli

ABSENT

Commissioner Zaccone

Also attending meeting via conference call:

Kate Coffey, Day Pitney LLP
Kelly A. Stephens, Executive Director
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 thirteenth day of January in the year 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."

Resolution 2022 – 1 – A motion was made by Commissioner Feyl and seconded by Commissioner Hall Appointing Salvatore Poli as Chairman and Thomas G. Zaccone as Vice Chairman for the period of one year, commencing on January 13, 2022 and expiring December 31, 2022. The following votes were cast:

AYES

Commissioner Feyl
Commissioner Hall
Commissioner Meringolo
Commissioner Ullah
Commissioner Poli

ABSTAIN

NAYS

Executive Director Stephens declared said motion carried and turned the meeting over to Chairman Poli.

Meeting open to public: 6:04PM

No member of the public was present at the time. Public session closed at 6:04PM.

Correspondence: No correspondence for this month.

Committee Report: Chairman Poli planned to keep the committees the same. Commissioner Ullah requested that she be added to the Personnel Committee as she has a Human Resources background. Commissioner Hall volunteered to step down from that committee so that Commissioner Ullah could be a member.

Chairman Poli reported that the Personnel Committee met on January 6, 2022 for two purposes. The first item that was discussed was the JIF requirement of the Protection and Safe Treatment of Children Policy that would be voted upon tonight. The second item was to discuss sending a staff person to the QPA training. The Committee requested that Executive Director Stephens review the job descriptions that could potentially be considered. Executive Director Stephens reported that she reached out to the Director of Labor Relations yesterday to see what the process was to revise Commissioner's List job descriptions but has not heard back as of yet. The current job descriptions were sent to Chairman Poli. The committee will be meeting again in the near future and will work with Day Pitney in drafting a contract. Executive Director Stephens felt it was beneficial to the Housing Authority to look at long term and succession planning.

Chairman Report: Nothing at this time.

Executive Director Report: Executive Director Stephens reported that the Housing Authority held a Covid Testing Clinic on January 4, 2022. Despite having a few isolated cases of positive cases in staff, the office is not closed. However, staff are working from home 1-2 days a week to minimize traffic in the office, and masks and social distancing are required. The Housing Authority did not host holiday parties again this year due to the uptick in numbers, however, a catered meal was delivered to anyone who had signed up.

Executive Director Stephens virtually attended the Morris Township Planning Board meeting on Monday, along with Luke Pontier from Day Pitney and representatives from LS Engineering. The meeting went very well and even the Fire Chief gave us praise for taking action on the generator issue. He has been working with the County Fire Marshall on this for two years and while not ideal (since apartments are individually metered), it is the best option in addressing the fire and safety needs of the other buildings at Morris Mews.

Executive Director Stephens also reported that she applied for a Morris County Community Development Block Grant for security cameras at Peer Place. She included letters of support from the Police Department and Norwescap. In the police department's letter, it stated there were 52 documented calls and one arrest. However, there has been an uptick in juvenile complaints of disturbances. The cameras would monitor the entranceways, sidewalks, parking lots and playground.

Regular Minutes – A motion was made by Commissioner Hall and seconded by Commissioner Meringolo Approving the Regular Minutes for December 9, 2021. The following votes were cast:

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

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Approving the Schedule of Payments for January 13, 2022. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 – 2 – A motion was made by Commissioner Feyl and seconded by Commissioner Hall Awarding and Confirming the Emergency Contract for Installation of Door Opener on the India Brook Village B Building Elevator The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 – 3 – A motion was made by Commissioner Hall and seconded by Commissioner Feyl Adopting the Protection and Safe Treatment of Minors Policy. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Feyl		
Commissioner Hall		

Commissioner Meringolo
Commissioner Ullah
Chairman Poli

Chairman Poli declared said motion carried.

Resolution 2022 – 4 – A motion was made by Chairman Poli and seconded by Commissioner Meringolo Rejecting the submitted bids for Plumbing and Heating: The following votes were cast:

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

Chairman Poli declared said motion carried.

Legal Update – Attorney Kate Coffey recapped the courtesy review with the Morris Township Planning Board. The generator project was approved with the following comments: testing of the generator weekdays during business hours, landscaping around generators #1 and 2, and reading levels upon installation to ensure it meets the noise requirements.

Day Pitney has worked with the Authority and researched the recertification of tenants and those that have not complied. They are continuing with collection and evictions matters. Day Pitney has negotiated a payment plan with two individuals, proceeded with a collection judgement on one and eviction matters for six individuals. Kate Coffey also stated that as of right now, there is no extension of the eviction moratorium. Executive Director Stephens explained to the Board that HUD requires termination of tenancy if a tenant refuses to sign certain forms for recertification.

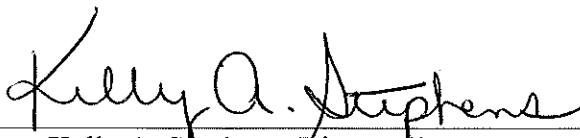
New Business – None

Old Business – Executive Director Stephens reported that she spoke with Alfred Stewart prior to the holidays and they planned to meet at PVV property for a site visit. As the Board is aware, she has been out of the office since 1/4 so she will set it up for when she returns. Chairman Poli said he will join if possible.

Adjournment

Meeting adjourned at 6:47PM.

Date Adopted



Kelly A. Stephens, Director/Secretary