

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
June 8, 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 6:01PM

ROLL CALL: Executive Director Stephens called roll.

PRESENT

Commissioner Bevacqua (6:12PM)
Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSENT

Commissioner Hall

Also attending meeting via conference call:

Kelly A. Stephens, Executive Director
Katherine A. Coffey, Day Pitney LLP
Gina Bozzi, Finance Director
Tayfun Selen, Morris County Commissioner
Mayra Gonzalez, Housing Choice Voucher Manager
Irene Branca (Present but did not announce themself)

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 eighth day of June 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 6:03PM. No member of the public wished to speak. Closed to the public at 6:03PM.

Presentation: Mayra Gonzalez, Housing Choice Voucher Manager provided a PowerPoint presentation on all the programs under Housing Choice Voucher (HCV/Mainstream/Homeownership/TBRA), demographic/income facts, landlord information and partnerships. Discussion ensued regarding inspections and comparability with our Public Housing units. It was also questioned since there is a high percentage of elderly (32%) and how the Housing Authority addresses concerns.

Correspondence: None.

Committee Report: The Personnel Committee met on May 23, 2023, to discuss the non-union management employee salary adjustments in accordance with the county which will be a resolution later on. Transition planning and a promotion for the new year was also discussed.

Chairman Report: None.

Executive Director Report: The Housing Authority provided regular activities such as the Food Pantry, Quarter Exchange, and Chair Exercise. Morris Township also conducted a lunch and learn yesterday (June 7th) and discussed Smart 911, Scams/Alcohol/Prescriptions and a box lunch was provided. We are also having a senior prom at the end of June.

The Audit is being conducted June 21st. Chairman Poli will need to sign the engagement letter as some Executive Directors do not inform their board of the audit. The JIF will have new Cyber Security requirements as of 2024. Staff met with our IT vendor to discuss an action plan to ensure we are in compliance and applied for a Cyber Security Grant.

Morris Mews had a REAC inspection last Tuesday (May 30th) and we scored a 91. Overall, the buildings, apartments and grounds scored extremely well. There were no exigent health and safety issues. There were issues with a few windows that would not lock, which we knew would be a problem as it is difficult to get parts. Window replacement needs to be done. The old pull cord system was removed about ten-fifteen years ago, however, the overhead light was never removed outside of each door. The hallways were being painted so maintenance removed and capped with a blank plate.

The deadline for RFPs for Project Based Vouchers was Tuesday (June 6th). Although we advertised, put it on the website and sent it to some affordable developers, we only received three proposals, all from HQM Properties. Once the evaluation is complete, it will need to be approved by HUD.

Regular Minutes – A motion was made by Commissioner Zaccone and seconded by Vice Chairman Meringolo Approving the Regular Minutes for May 11, 2023. The following votes were cast:

AYES

Commissioner Bevacqua
Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Executive Session Minutes – A motion was made by Vice Chairman Meringolo and seconded by Commissioner Zaccone Approving the Executive Session Minutes for May 11, 2023. The following votes were cast:

AYES

Commissioner Bevacqua
Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Bevacqua and seconded by Commissioner Zaccone Approving the Schedule of Payments for June 8, 2023. The following votes were cast:

AYES

Commissioner Bevacqua
Commissioner Ullah
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Legal Update – Day Pitney provided assistance this month by consulting on a service provider agreement. They also provided legal guidance regarding a voucher and a rent increase question. There are upcoming eviction cases they have been working on: eight for trial, three tenant default judgements, one case management conference, three complaints for eviction and seven repayments.

New Business – None

Old Business – Executive Director Stephens met with the Engineer from Dykstra Walker on Tuesday, June 6th, and he should have the report completed in a few weeks.

Resolution 2023-14 –A motion was made by Commissioner Zaccone and seconded by Vice Chairman Meringolo Approving the Non-Union Management Employee Salary Adjustments. The following votes were cast:

AYES

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

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Resolution 2023-15 –A motion was made by Chairman Poli and seconded by Vice Chairman Meringolo Authorizing the Agreement with the Department of Human Services. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023-16 –A motion was made by Vice Chairman Meringolo and seconded by Chairman Poli Authorizing Executive Session. The following votes were cast:

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

Chairman Poli declared said motion carried.

Adjournment:

The public portion of the meeting adjourned at 6:50PM.

7/13/23
Date Adopted

Kelly A. Stephens, Board Secretary