

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
May 13, 2021

TIME: 6:02 P.M.

PLACE: Zoom Meeting, Meeting ID:823 5573 5382, Passcode:868487

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

ROLL CALL: Chairman Poli requested that the roll be called.

PRESENT

Chairman Poli
Vice Chairman Zaccone
Commissioner Feyl
Commissioner Hall
Commissioner Meringolo
Commissioner Ullah (Signed on at 6:13PM)

ABSENT

Also attending meeting via conference call:

Kate Coffey, Day Pitney LLP
Kelly A. Stephens, Executive Director
Gina Bozzi, Finance Manager
Barbara Anderson, Tenant
Anthony Polcari, Fee Accountant
Ralph Polcari, Fee Accountant

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 May 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 wished to speak. Closed at 6:03PM.

Review of Unaudited Financials: Ralph Polcari reviewed the unaudited numbers that were submitted and accepted in REAC (Real Estate Assessment Center). The audit is scheduled for July. The Housing Authority received a 24/25 on the Financial Assessment Sub Score which is an almost perfect score. Anthony Polcari added that we are required to put the long term pension liability on the books now. If it was not for that, the Housing Authority would show a profit.

Anthony Polcari reviewed RAD (Rental Assistance Demonstration), the process, the funding changes, and the pros/cons to the Housing Authority. Chairman Poli asked if this would help the Housing Authority with its long term liability and Anthony Polcari stated

it would not. Commissioner Hall asked what the benefit would be for a smaller PHA to convert to RAD and discussion ensued about HUD's oversight and the elimination of REAC inspections. The consensus of the Board was not to pursue RAD unless it was required by HUD. Anthony Polcari suggested that a Physical Needs Assessment be conducted in the next year or two since one has not been completed in quite some time. The Housing Authority can use Capital Fund monies for that purpose.

Correspondence: Executive Director Stephens read an email from Joann Bjornson thanking the Housing Authority for the relationship they have with Family Promise. She spoke about it recently at a conference and people were impressed they had that kind of relationship with their PHA.

Executive Director Stephens reviewed the correspondence from a tenant at India Brook Village that was complaining about noise coming from a tenant upstairs. She reviewed the action taken by the Housing Authority and staff again visited both units on Friday, May 7, 2021. There was no evidence of anything that could be making any noise upstairs, if anything it could be the refrigerator in the unit and maintenance will check it out. In a building with 50 units, it is inevitable you will hear toilets flushing, boilers, laundry rooms, water in the stacks. The Housing Authority will not be transferring the tenant. Commissioner Feyl commended Executive Director Stephens for the documentation and follow-up of the action taken by the Housing Authority.

Committee Report: None at this time.

Chairman Report: Chairman Poli has talked with Executive Director Stephens regarding several items, which will be covered under her report. Chairman Poli also proposed doing a tour of the properties once things lighten up and its safe again.

Executive Director Report: The Housing Authority will be sponsoring complex wide 'Front Stoop' Beautification Contest at the Family Complexes. Executive Director Stephens felt it was important to empower the tenants to plant flowers, etc. in the front of their homes. Judging will continue through the summer and winners will be announced at the end of the summer with an ice cream truck.

We have had an issue with bed bugs at one of our senior buildings. Fortunately, it is contained to two units, surrounding units have been treated three times. The exterminator treated again today and at Executive Director Stephens insistence, they took the outlet covers off and drilled holes in the wall to spray between the units.

Activities are slowly beginning at the senior buildings; however, participants must be fully vaccinated and numbers are limited.

The Housing Authority is looking at increasing the washers and dryers from \$1 to \$1.50. We own the equipment and have had many service calls recently. The cost has not increased in the last 8 years. Barbara Anderson stated she felt it was reasonable, however, the tenants would not be happy.

Executive Director Stephens reported they are still working with the sidewalk company on the issues at IBV. She forwarded the walk-through pictures and notes to Chairman Poli and they discussed based on his professional expertise.

The Commissioners List yearly increases have come out and will be a resolution for next month. A Personnel Committee will need to be held prior. Additional Items to be discussed under New Business.

Regular Minutes – A motion was made by Vice Chairman Zaccone and seconded by Commissioner Meringolo Approving the Regular Minutes for April 8, 2021. The following votes were cast:

AYES

Commissioner Feyl
Commissioner Meringolo
Vice Chairman Zaccone
Chairman Poli

ABSTAIN

Commissioner Hall

NAYS

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Feyl and seconded by Commissioner Hall Approving the Schedule of Payments for May 13, 2021. The following votes were cast:

AYES

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

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Resolution 2021 – 14 – Executive Director Stephens requested that this Resolution be TABLED.

Resolution 2021 – 15 – A motion was made by Commissioner Hall and seconded by Vice Chairman Zaccone Rejecting the Lowest Bid as Materially Defective and Accepting the Second Lowest Bid for Roof Replacement and Attic Ventilation at Pleasant View Village. The following votes were cast:

AYES

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

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Resolution 2021 – 16 – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Awarding and Confirming Emergency Contract for Repairs on the Catch Basins at Morris Mews, Peer Place and India Brook Village.

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

Chairman Poli declared said motion carried.

Resolution 2021 – 17 – A motion was made by Commissioner Hall and seconded by Commissioner Meringolo Approving the Agreement with the New Jersey Department of Human Services. The following votes were cast:

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

Chairman Poli declared said motion carried.

Legal Update

Kate Coffey updated the Commissioners on the recent issues they have provided guidance to the Housing Authority on. One item was the timing of rent recertifications for new tenants and when they are recertified with the rest of the complex. Day Pitney also drafted a Hold Harmless Agreement for seniors that wish to have a garden on site.

Day Pitney also revisited the inclusion of Child Support and their legal opinion that the MCHA policy is consistent with the TANF policy and was not discriminatory.

New Business

Executive Director Stephens reminded Kate Coffey that Day Pitney provided assistance with the consumption of alcohol on senior properties. She explained that since she has been at the Housing Authority, seniors have always been permitted to have an alcoholic beverage on property. Any time they have had ‘Mocktails’ a few tenants would bring their rum and put it in their drink. Other tenants have had a glass of wine or a beer on the patio in the nicer weather. One tenant complained about people drinking in public and wanted to know what the law was for drinking on a HUD property.

Day Pitney researched the issue and did not find any prohibition on drinking alcohol on HUD-funded properties nor did they find any State prohibition on drinking in public or publicly funded properties. The important issue is that since the Housing Authority properties are private property, they are not considered 'public areas' as a park would be. They were not aware of any applicable prohibitions on an adult over 21 years of age, enjoying an alcoholic beverage, as long as it did not interfere with the peaceful enjoyment of others.

Executive Director Stephens stated there was an incident where someone was intoxicated, however, they were not drinking in public, and it was addressed immediately. She surveyed two other Housing Authorities who do have 'no alcohol in public areas' however, Executive Director Stephens had concerns about adding this as the HA would not police this issue. The Board was in agreement.

The agreement with the Affordable Housing Corporation is coming up for renewal. They have requested adding the Right to Know which Executive Director Stephens would be responsible for. She proposed keeping the contract cost the same as there is a new Director for the Affordable Housing Corporation, however, the maintenance rate would be adjusted accordingly. Lastly, the Affordable Housing Corporation is looking at new development which would involve more time from the Finance Manager/Department. Executive Director Stephens would propose to add a clause that included any work in addition to the current scope (ie. development) would be billed at an hourly rate.

Old Business

Kate Coffey has not heard back from Rockaway Township, however, the Housing Authority is proceeding. The next step is to hire an Engineer to complete a Letter of Interpretation (LOI) for the DEP which will determine where the wetlands are, configure the development area, feasibility, etc. Executive Director Stephens already received a proposal from an Engineer in the amount of \$8,000. The Board requested that she contact additional engineers for proposals.

Resolution 2021 – 18 – A motion was made by Commissioner Meringolo and seconded by Commissioner Feyl Authorizing Executive Session. The meeting will immediately adjourn from there. The following votes were cast:

AYES

Commissioner Feyl
Commissioner Hall
Commissioner Meringolo
Commissioner Ullah
Vice Chairman Zacccone
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Adjournment

Meeting adjourned at 7:47PM.

6/10/2021
Date Adopted

Kelly A. Stephens
Kelly A. Stephens, Director/Secretary