

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
May 8, 2018

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 6:00 P.M.

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

PRESENT

Commissioner Feyl
Commissioner Koldewyn
Commissioner Zaccone
Vice Chairman Tappen
Chairman Hall

ABSENT

Commissioner Ali

Also attending meeting:

Roberta L. Strater, Executive Director
Patrick Laverty, Deputy Executive Director
Douglas Henshaw, Day Pitney LLP
Kate Coffey, Day Pitney LLP

Chairman Hall read adequate notice to the public.

I hereby announce and state that adequate notice of this meeting being held on this eighth day of May 2018 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."

Minutes – A motion was made by Commissioner Koldewyn and seconded by Vice Chairman Tappen Approving the Minutes of Regular Meeting of April 10, 2018. The following votes were cast:

AYES

Commissioner Feyl
Commissioner Koldewyn
Commissioner Zaccone
Vice Chairman Tappen
Chairman Hall

ABSTAIN

NAYS

Chairman Hall declared said motion carried.

Morris County Affordable Housing Corporation

Monroe Street

Ms. Strater shared that the project is over 92% complete at this time. Interior finishing has started including floors, tile, painting and more. The anticipated completion date is July 1, 2018.

Vacant Parcel

Ms. Strater informed the Commissioners that this property was not included in Morris Townships' settlement plan for affordable housing. They will be utilizing the old Colgate site and others to satisfy their requirements. Chairman Hall stated that Mr. Timothy Tansey from Community Development stated HOME funds might be available in the near future for housing development.

Discussion on Payment of Bills

Commissioner Feyl questioned how the Housing Authority ensures that the bid threshold for goods and services are kept in check. Ms. Strater explained that the finance department monitors all vendor payments to ensure we do not go over the bid threshold.

Commissioner Feyl asked for clarification as to why the payments made to vendors is broken down by project and the individual project reports do not show the aggregate amounts. Ms. Strater explained that the budget and line item requirements differ by funding source.

Schedule of Payments – A motion was made by Commissioner Feyl seconded by Vice Chairman Tappen Approving the Schedule of Payments for May 8, 2018. The following votes were cast:

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

Chairman Hall declared said motion carried.

Resolution 2018 - 7 - A motion was made by Commissioner Koldewyn and seconded by Vice Chairman Tappen Awarding Contract for Software Services to the Housing Authority, County of Morris. The following votes were cast:

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

Chairman Hall declared said motion carried.

Resolution 2018 - 8 - A motion was made by Vice Chairman Tappen and seconded by Commissioner Koldewyn Awarding the Contract for Dryer Vent Cleaning at Morris Mews, Congregate Living Facility, India Brook Village, Pleasant View Village, Bennett Avenue, Green Pond Village and Peer Place Complexes. The following votes were cast:

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

ABSTAIN

NAYS

Chairman Hall declared said motion carried.

Report of Committees

None

New Business

Ms. Strater stated that each department of the Housing Authority will come in and give a brief presentation of their responsibilities. The timeframe has not yet been set.

Ms. Strater also shared that the Housing Authority recently received a score of 100% on our SEMAP (Section 8 Management Assessment Program) reviewed by HUD.

Old Business

None

Adjournment

A motion was made by Chairman Koldewyn and seconded by Chairman Hall to adjourn the meeting. All were in favor. Meeting adjourned at 6:35 pm.

Date Adopted

Roberta L. Strater, Director/Secretary