

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
October 9, 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 6:03 P.M.

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

PRESENT

Commissioner Ali (Entered at 6:32PM)
Commissioner Feyl
Commissioner Ullah
Vice Chairman Tappen
Chairman Hall

ABSENT

Commissioner Koldewyn
Commissioner Zaccone

Also attending meeting:

Roberta L. Strater, Executive Director
Douglas Henshaw, Day Pitney LLP
Katharine A. Coffey, Day Pitney LLP
Kelly Stephens, Deputy Executive Director

Chairman Hall read adequate notice to the public.

I hereby announce and state that adequate notice of this meeting being held on this ninth day of October 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."

Meeting open to public – no public in attendance.

Minutes –Commissioner Feyl requested and a discussion ensued that moving forward, more information will be provided in the meeting notes. All commissioners were in agreement that additional detail will be provided in the minutes. A motion was made by Commissioner Feyl and seconded by Chairman Hall Approving the Minutes of the Regular Meeting of September 11, 2018. The following votes were cast:

AYES
Commissioner Feyl
Commissioner Ullah
Chairman Hall

ABSTAIN
Vice Chairman Tappen

NAYS

Chairman Hall declared said motion carried.

Discussion on Payment of Bills

Discussion occurred regarding clarification on items on the Schedule of Payments.

Schedule of Payments – A motion was made by Commissioner Feyl seconded by Vice Chairman Tappen Approving the Schedule of Payments for September 11, 2018. The following votes were cast:

AYES
Commissioner Feyl
Commissioner Ullah
Vice Chairman Tappen
Chairman Hall

ABSTAIN

NAYS

Chairman Hall declared said motion carried.

Resolution 2018 - 28 - Chairman Hall reviewed the Committee Report from the meeting that was held on October 5, 2018 (See Attached). Commissioner Feyl questioned if any surplus is carried over. Roberta L. Strater explained that it depended on the account or program. Commissioner Feyl stated that the budget is not simple but very complex. Commissioner Feyl felt the Fee Accountant was very competent, commended the staff for carrying out a responsible budget and was pleased to endorse the budget. Commissioner Tappen requested that in the Committee Meeting minutes, that it include ‘or other weather related issues or unforeseen incidents’ in addition to snow plowing. A motion was made by the Finance Committee Approving the Housing Authority of the County of Morris Budget for 2019. The following votes were cast:

AYES
Commissioner Ali
Commissioner Feyl
Commissioner Ullah
Vice Chairmen Tappen
Chairman Hall

ABSTAIN

NAYS

Chairman Hall declared said motion carried.

Resolution 2018 - 29 – Chairman Hall reviewed the Projects, Leasing and Rehabilitation Committee Report from the meeting that was held on October 4, 2018 (See Attached). Discussion ensued about the changes that were to be included in the Annual Plan as well

as the Five Year Plan for Capital Improvements. A motion was made by Projects, Leasing & Rehabilitation Committee Approving the Housing Authority County of Morris 2019 Annual Plan. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Ali Commissioner Feyl Commissioner Ullah Vice Chairman Tappen Chairman Hall		

Chairman Hall declared said motion carried.

Resolution 2018 - 30 - A motion was made by Vice Chairman Tappen and seconded by Commissioner Ali Awarding the Contract for Elevator Maintenance for India Brook Village, Pleasant View Village, Morris Mews and Congregate Living Facility. Discussion ensued and Roberta L. Strater stated that the lowest proposal received is from the contractor that has serviced the elevators the last several years and that she is pleased with their service. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Ali Commissioner Feyl Commissioner Ullah Vice Chairman Tappen Chairman Hall		

Chairman Hall declared said motion carried.

Resolution 2018 - 31 - A motion was made by Vice Chairman Tappen and seconded by Commissioner Ullah Awarding the Contract for Landscaping at Morris Mews, India Brook Village, Pleasant View Village, Bennett Avenue and Green Pond Village. Discussion ensued and Roberta L. Strater stated that the lowest responsible bid received is from the contractor that has been doing our Landscaping for the last several years and that she is very satisfied with their service. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Ali Commissioner Feyl Commissioner Ullah Vice Chairman Tappen Chairman Hall		

Chairman Hall declared said motion carried.

Resolution 2018 - 32 - A motion was made by Commissioner Ali and seconded by Vice Chairman Tappen Authorizing Weatherization Improvements at India Brook Village. Discussion ensued and Roberta L. Strater stated PROCEED, Inc. is the same organization that completed weatherization improvements last year at Pleasant View Village. They receive funding from the NJ Department of Community Affairs and this may be the last project they complete in Morris County. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Ali Commissioner Feyl Commissioner Ullah Vice Chairman Tappen Chairman Hall		

Chairman Hall declared said motion carried.

Report of Committees

Chairman Hall reviewed the Committee Report from the Personnel Committee that met with Kelly Stephens on September 14, 2018 (See Attached). Roberta L. Strater explained that the New Jersey Department of Community Affairs also needs to review and approve the new Executive Director.

New Business

Chairman Hall asked Roberta L. Strater for an update on the Morris County Affordable Housing Corporation project at 6 Monroe Street in Morris Township. Roberta explained that we are about 98% completed. The landscaping still needs to be done, however, the landscaper is behind due to the weather. The sprinkler pipes in the attic need to be strapped down. A light needs to be added to the water connection for the Fire Department. The units need to be registered with the state. All items need to be completed in order to obtain a Certificate of Occupancy.

Old Business

None

Adjournment

A motion was made by Vice Chairman Tappen and seconded by Commission Ali to adjourn the meeting. All were in favor. Meeting adjourned at 7:14 pm.

Date Adopted

Roberta L. Strater, Director/Secretary