

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
November 10, 2022

TIME: 6:00 P.M.

PLACE: Zoom Meeting, Meeting ID: 850 3393 3877

CALL TO ORDER: Chairman Poli called the meeting to order at 6:03 P.M.

ROLL CALL: Chairman Poli called roll.

PRESENT

Commissioner Bevacqua
Commissioner Hall
Commissioner Meringolo
Vice Chairman Zaccone
Chairman Poli

ABSENT

Commissioner Ullah

Also attending meeting via conference call:

Kelly A. Stephens, Executive Director
Kate Coffey, Day Pitney LLP
Barbara Anderson, IBV Tenant

Kelly A. Stephens read adequate notice to the public.

I hereby announce and state that adequate notice of this remote meeting being held on this the tenth day of November 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."

Meeting open to public: Opened at 6:07PM. Ms. Anderson asked when the painting would be completed. Executive Director Stephens indicated the Housing Authority has been working with vendors to update the lighting and hoped for it to be completed prior to painting. However, the painting will proceed in the next few weeks. She also asked about the front door as it has been several months, and it does not close all the way. With the cold weather coming, it needs to be addressed. Executive Director Stephens indicated Greg Brown has been getting pricing from contractors and will follow up. Closed to the public at 6:09PM.

Correspondence: Executive Director Stephens included three thank you cards from tenants regarding the maintenance staff and upgrades to someone's apartments. She also received a thank you email regarding one of the Housing Choice Voucher staff who has been working with the Coordinated Entry Committee, in particular for the Mainstream program. The email indicated the staff person has been extremely valuable to the committee and the county as a whole.

Committee Report: No Committees met.

Chairman Report: Chairman Poli indicated Executive Director Stephens met with the HUD representatives and would give a report. She recapped the site visit which ended with a tour of the PVV property. The engineer had been under the impression it was demolishing public housing units and was happy to see it was an undeveloped property. He did not believe it would be an issue but needed to see how it was entered in the PIC and may need to go through SAC (Special Application Center). Executive Director Stephens is working with the Engineer.

Executive Director Report: The Housing Authority hosted programs on Medicare Open Enrollment and Home Energy Assistance Programs at our senior sites.

We had a representative from Pella come out for repairs on some of the Morris Mews windows. Unfortunately, the parts were discontinued in October 2022. Chairman Poli had suggested finding after market parts and Commissioner Bevacqua will pass along information on a site that carries discontinued parts. Executive Director Stephens stated Morris Mews is not a recipient of Capital Funds and the Housing Authority is exploring weatherization programs as this is an item that will need replacement in the next five years.

A staff person was involved in a motor vehicle accident last month with a Housing Authority vehicle. She is out on Worker's Compensation and the vehicle was totaled. The board inquired if the staff person is ok and Executive Director Stephens indicated she had a concussion and broken ribs but thankfully no serious injuries. The vehicle will need to be replaced once it is settled with insurance.

Regular Minutes – A motion was made by Commissioner Hall and seconded by Vice Chairman Zaccone Approving the Regular Minutes for October 13, 2022. The following votes were cast:

AYES

Commissioner Bevacqua
Commissioner Hall
Vice Chairman Zaccone
Chairman Poli

ABSTAIN

Commissioner Meringolo

NAYS

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Chairman Poli and seconded by Vice Chairman Zaccone Approving the Schedule of Payments for November 10, 2022. The following votes were cast:

AYES

Commissioner Bevacqua
Commissioner Hall
Commissioner Meringolo
Vice Chairman Zaccone
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Resolution 2022 –30 –A motion was made by Commissioner Hall and seconded by Commissioner Meringolo Authorizing the Risk Management Consultant Agreement The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 –31 – A motion was made by Commissioner Hall and seconded by Commissioner Meringolo Adopting the 2023 Annual Budget. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 –32 –A motion was made by Chairman Poli and seconded by Commissioner Meringolo Awarding the Contract for the Replacement of Fire Alarm System at Pleasant View Village. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2022 –33 –A motion was made by Commissioner Meringolo and seconded by Commissioner Hall Amending the By-Laws of the Housing Authority with the noted corrections. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Bevacqua		

Commissioner Hall
Commissioner Meringolo
Vice Chairman Zaccone
Chairman Poli

Chairman Poli declared said motion carried.

Legal Update – Attorney Kate Coffey reported Day Pitney reviewed the changes to the By-Laws. They have been involved in several collection matters resulting in three judgements, one default and one eviction. Five complaints have been filed and court dates are pending however, there is a large backlog. It is estimated the courts are approximately two hundred complaints behind so hopefully we will be getting some dates before the end of the year. There are five additional matters and Day Pitney will be participating in a bid opening next month.

New Business – Executive Director Stephens asked for the Board’s input regarding the meeting forum for 2023. The board has been virtual all year, does the board wish to remain virtual, go to in person or a hybrid? The Housing Authority must advertise the link monthly since it was not published at the beginning of the year. The consensus was to continue virtually as it enables some commissioners to regularly attend. Commissioner Bevacqua would like to meet face to face at some point with the other commissioners since she is new.

Old Business – Covered under the Chairman’s report. Executive Director Stephens reminded the Board the December meeting will be held on Thursday, December 15th, not December 8th.

Adjournment:

Meeting adjourned at 6:43PM.

12/15/22
Date Adopted

Kelly A. Stephens, Board Secretary