

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
October 19, 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 6:03PM

ROLL CALL: Executive Director Stephens called roll.

PRESENT

Commissioner Bevacqua
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSENT

Commissioner Ullah
Commissioner Rubino

Also attending meeting via conference call:

Kelly A. Stephens, Executive Director
Katherine A. Coffey, Day Pitney LLP
Gina Bozzi, Finance Director
Barbara Anderson, IBV Tenant

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 nineteenth day of October 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 6:05PM. No member of the public was present. The public portion was closed at 6:05PM. Ms. Anderson signed on just after the public portion was closed. Chairman Poli asked if she wanted to say anything, which she just nothing other than where she lives is a great place.

Correspondence: Thank you note commending the Maintenance Department.

Committee Report: The Finance Committee met, and Vice Chairman Meringolo provided a brief synopsis. He stated the Housing Authority was in sound financial shape and items such as legal, administrative, insurance and collection losses all increased. The committee recommends approval.

The Personnel Committee met to review the Memorandum of Agreement between the Housing Authority and Council 8 which will be voted upon later on. The Committee felt it was fair to the

employees and Housing Authority. They also reviewed the Work from Home Policy which was drafted by Day Pitney, edited by Executive Director Stephens and a final review by Day Pitney. The committee was also recommending the policy that would be voted on during resolutions as well.

Chairman Report: None.

Executive Director Report: Executive Director Stephens reported the activities for the month included Get Connected, Get Moving program presented by NewBridge Services, Chair Exercise, Halloween Parties, Quarter Exchange, Flu Shot Clinic, Blood Pressure Screening and Food Pantry. The FSS Graduation will be held on November 1, 2023 at 6PM. All Commissioners are invited, and the invitation was passed along to the County Commissioners and other elected officials. The graduation will be held in conjunction with Dover and Madison Housing Authorities and Norwescap.

After a year and a half long investigation conducted by HUD Fair Housing, two discrimination complaints were closed due to findings of No Probable Cause. Another staff person and I attended a Housing Choice Voucher program at the HUD Field Office. It was nice to see our HUD reps and other Housing Authorities after a few years.

This past month, the Housing Authority had two warrant for removals issued. One tenant vacated before the lock-out. For the other, when the court officer and maintenance arrived, there was an abundance of destruction – every door and closet door was broken, sink was smashed, kitchen cabinets broken, gas was left on. The Housing Authority needs to hold on to the belongings for thirty days. We also need to professionally sanitize and disinfect the unit because of the strong odor of marijuana, many items need to be replaced. The Housing Authority will be adding the charges to the tenants outstanding debt.

Executive Director Stephens spoke at the Municipal Leaders Event a few weeks ago. She reported she received a lot of positive feedback where she spoke about homeless statistics and facts in Morris County and the ALICE population.. Lastly, she discussed the Morris County Continuum of Care and its role in addressing the needs of Morris County residents who lack stable housing.

Preventative projects for this month included dryer vent cleaning, Fire Alarm and Sprinkler Inspections.

Regular Minutes – A motion was made by Vice Chairman Meringolo and seconded by Commissioner Zaccone Approving the Regular Minutes for September 14, 2023. The following votes were cast:

AYES

Commissioner Bevacqua
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Zaccone and seconded by Commissioner Bevacqua Approving the Schedule of Payments for October 19, 2023. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023–23 –A motion was made by Vice Chairman Meringolo and seconded by Chairman Poli Introducing the 2024 Housing Authority Budget. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023–24 –A motion was made by Chairman Poli and seconded by Vice Chairman Meringolo Extending the Elevator Maintenance Contract. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023–25 –A motion was made by Vice Chairman Meringolo and seconded by Commissioner Zaccone Extending the Floor Finishes Contract. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023-26 –A motion was made by Vice Chairman Meringolo and seconded by Commissioner Zaccone Extending the Extermination Service Contract. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023-27 –A motion was made by Chairman Poli and seconded by Commissioner Zaccone Approving the Use of HUD Established SAFMR for the Flat Rent Schedule. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023-28 –A motion was made by Vice Chairman Meringolo and seconded by Chairman Poli Certifying Compliance with the PHA Annual Plan. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023-29 –A motion was made by Chairman Poli and seconded by Vice Chairman Meringolo Authorizing the Agreement between the Housing Authority County of Morris and Union Council 8. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2023-30 –A motion was made by Vice Chairman Meringolo and seconded by Commissioner Zaccone Adopting the Work From Home Policy. The following votes were cast:

AYES
Commissioner Bevacqua
Commissioner Zaccone
Vice Chairman Meringolo
Chairman Poli

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Legal Update – Attorney Kate Coffey reported as previously stated, Day Pitney provided legal guidance on the defaults entered with the courts, financial disclosures for commissioners and the Work From Home Policy. There are currently two complaints filed, one warrant for removal in progress, three additional complaints were filed in September and three repayment agreements were made. The majority of the complaints, tenants are coming back into compliance. Executive Director Stephens added that while the Housing Authority is trying to be flexible in the repayment agreements, they are setting an example that rent still must be paid.

New Business – None

Old Business – Executive Director Stephens has been trying to get on the agenda since the end of August. Commissioner Zaccone will reach out to see if he can facilitate communication.

Adjournment:

The meeting adjourned at 6:54PM.

11/9/23

Date Adopted

Kelly A. Stephens

Kelly A. Stephens, Board Secretary