

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
April 8, 2021

TIME: 6:00 P.M.

PLACE: Zoom Meeting, Meeting ID:847 6708 6825, Passcode:310870

CALL TO ORDER: Chairman Poli called the meeting to order at 6:01 P.M.

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

PRESENT

Chairman Poli
Vice Chairman Zaccone
Commissioner Feyl
Commissioner Hall (Signed on 6:45PM)
Commissioner Meringolo

ABSENT

Commissioner Ullah

Also attending meeting via conference call:

Brooke Kaplan, Day Pitney LLP
Kelly A. Stephens, Executive Director
Gina Bozzi, Finance Manager
Giovanna McClendon, Staff
Barbara Anderson, Tenant
Kristal Elliott, Tenant
Talitha Turner, Public

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 eighth day of April 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, on the main access door at Morris Mews Housing Project 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

Kristal Elliott asked about HA policies or changes and if the Board was aware of the Flat Rent changes. It was explained that this is a HUD Regulation that needs to be complied with annually. Ms. Elliott stated that some people received Flat Rent letters for \$2,030 while others was \$2,351. The Housing Authority conducts a Rent Reasonableness each year which surveys all the area rents in Morris County. Meeting closed to public at 6:14PM.

Correspondence: A Letter of Appreciation was received by the Census. The Housing Authority distributed information encouraging its tenants to complete the census. In addition, the Social Worker, Hope Summerset coordinated with the Census for onsite events.

Committee Report: None at this time.

Chairman Report: Chairman Poli recapped the meeting with the Highlands Council in which himself, Kelly Stephens, Kate Coffey, Commissioner Hall and Rockaway Township discussed the potential of building additional affordable housing on the PVV property and its constraints. He would like to continue the conversation with Rockaway Township with the Board's support.

Executive Director Report: Two maintenance staff attended the JIF required Safety Awareness Training virtually and the additional two are attending in May. A walk-thru was conducted of the sidewalk issue and the contractor was given notice to provide a corrective action plan by April 15th or we would have to refer the matter to our attorney. Project Updates: The Playgrounds are scheduled to be awarded tonight, the PVV Roof is still under review and there were no submissions for the Congregate A/C. We are looking at other options such as utilizing the ESC Co-op before we have to rebid.

Executive Director Stephens also reviewed the emergency septic repairs that were completed two weeks ago that the board was previously notified via email. She is looking to apply for a HUD grant for Safety and Security Measures (lighting, cameras, fencing). Chairman Poli suggested getting a letter of support from the Police Departments and including the Safety Coordinator's report from the JIF.

Among other items, Executive Director Stephens reported that one of the feral cats attacked one of the seniors at Morris Mews. She immediately reached out to the Township for assistance. A tenant had complained that the Housing Authority should be cleaning between the cars at the senior buildings. Executive Director Stephens explained that the Housing Authority tried this several years ago but tenants then accused the Housing Authority of scratching their cars. She polled another Housing Authority as well as a private apartment complex and they do not clean between the cars.

The County Commissioners are still meeting virtually, therefore, the Housing Authority will follow suit. On an exciting note, the Housing Authority celebrated the 100th birthday of one of the seniors at Pleasant View Village with a very small gathering. All senior buildings have had access to an onsite or collaborative vaccination clinic and the second doses are complete. Lastly, Executive Director Stephens completed the required Rutgers Certification Program and received her certificate.

Regular Minutes – A motion was made by Vice Chairman Zaccone and seconded by Chairman Poli Approving the Regular Minutes for March 11, 2021. The following votes were cast:

AYES

Chairman Poli
Vice Chairman Zaccone
Commissioner Feyl

ABSTAIN

Commissioner Meringolo

NAYS

Chairman Poli declared said motion carried.

Schedule of Payments – A motion was made by Commissioner Feyl and seconded by Vice Chairman Zaccone Approving the Schedule of Payments for April 8, 2021. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2021 – 9 – A motion was made by Commissioner Meringolo and seconded by Vice Chairman Zaccone Awarding and Confirming the Emergency Contract for Repairs of the Septic System at India Brook Village. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2021 – 10 – A motion was made by Commissioner Meringolo and seconded by Commissioner Feyl Awarding the Contract for the Playground Upgrades at Green Pond Village and Bennett Avenue Complexes. The following votes were cast:

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

Chairman Poli declared said motion carried.

Resolution 2021 – 11 – A motion was made by Commissioner Feyl and seconded by Vice Chairman Zaccone to table the Resolution Adopting Protection and Safe Treatment of Minors Policy. The Housing Authority will ensure that common practices are reflected and maintain an authorized list of c.

Resolution 2021 – 12 – A motion was made by Commissioner Meringolo and seconded by Chairman Poli Awarding the Contract for Heating System Service for Pleasant View Village and India Brook Village Senior Complexes. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Poli		
Vice Chairman Zaccone		

Commissioner Feyl
Commissioner Meringolo

Chairman Poli declared said motion carried.

Resolution 2021 – 13 – A motion was made by Commissioner Meringolo and seconded by Commissioner Feyl Awarding the Contract for the Continuation of the Sludge measurement for each Septic Tank at India Brook Village. The following votes were cast:

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

Chairman Poli declared said motion carried.

Legal Update

Brooke Kaplan attended in Kate Coffey’s absence. Brooke followed up Chairman Poli’s report on the PVV Property and the next steps. If the entire project is one acre or less, Highland’s review does not come in to play. Commissioner Feyl asked if it was in a preservation area, which it is not believed to be, however, that would be confirmed. Kate Coffey reached out to Rockaway Township to continue the conversation. The next step would be to hire an engineer for work associated with seeking the letter of interpretation from NJDEP. Executive Director Stephens reached out to one engineer whom the Housing Authority works with, and approximate pricing would be \$8,000.

Day Pitney also assisted the authority with the Protection and Safe Treatment of Minors Policy. In addition, they advised on lease renewals, terminations and drafted a letter for non-compliance issues that rent would be based on Fair Market rules in accordance with HUD. They are working with Morris Township on the generator installation to ensure they conform with certain setbacks. This is a courtesy review. Chairman Poli believes that with the size of the generators, the noise level is irrelevant.

New Business

None


Old Business

None

Adjournment

Meeting adjourned at 7:04PM.

5/13/21
Date Adopted


Kelly A. Stephens, Director/Secretary