

May 20th, 2020

## **Minutes of a regular meeting of the May 20, 2020**

Housing Authority of the Borough of Red Bank, County of Monmouth, State of New Jersey held Wednesday, May 20th at 6:00 PM held via “Zoom” in accordance with the revised meeting requirements issued by the State of New Jersey due to COVID 19.

Chairperson Diem Jones called the meeting to order at 6:00 PM and asked for the reading of the roll:

Present:

Chairperson Jones  
Vice Chairperson Wilkerson  
Commissioner Reynolds-Lewis  
Commissioner Clancy  
Commissioner Crystain  
Commissioner Nelson  
Commissioner Gregory

Absent:

None

Also present: William Snyder, Precious Johnson, Terrence Corriston, Esq., Michael Ballard-Council Liaison

The following meeting notice was read:

“Adequate notice of this meeting as required by the Open Public Meeting Act has been provided by the filing of a Revised Annual Meeting Notice with the Municipal Clerk, posting of same to the official bulletin board and delivery of the notice to the Asbury Park Press and Twin River Times on March 30<sup>th</sup>, 2020. This body wishes to advice you, in accordance with N.J.S.A. 26:3D, smoking is prohibited while this body is in open or closed session. The flag followed the opening statement.

The minutes of the April 15<sup>th</sup>, 2020 meeting were presented for approval, Commissioner Clancy moved that the minutes be approved as recorded, seconded by Commissioner Gregory:

Ayes: All

Nays: None

Absent: None

Executive Director Report:

Mr. Snyder reported on the following issues

1) Capital Repair Report-Mr. Snyder presented his report on the capital needs that he feels are necessary as part of the potential Streamlined Voluntary Conversion. He stated that he is recommending that the Housing Authority issue an RFP for architectural services to prepare accurate cost estimates of the work that needs to be accomplished at both Evergreen Terrace & Montgomery Terrace.

Commissioner Crystain moved that the Housing Authority issue an RFP for architectural services per Mr. Snyder’s recommendation, seconded by Commissioner Reynolds-Lewis:

Ayes: All

Nays: None

Absent: None

2) Streamlined Voluntary Conversion (SVC)-M. Snyder stated that he was going to organize a training session with the HUD Office of Recapitalization to do training on SVC and to answer questions for all New Jersey Housing Authorities. He stated that he would invite all board member to ask their questions about the program.

3) COVID 19-HUD issued several notices pertaining to programmatic waivers & additional funding for both Section 8 and public housing. A resolution will be drafted for the June meeting in order to comply with the waivers being utilized by Red Bank

4) IT Services-Mr. Snyder stated that he was going to issue an RFP for IT services since the current vendor was procured as an emergency and the scope of services has been expanded.

5) Tenant Issues-Mr. Snyder stated that the staff has been attempting to get residents to remove excessive items being stored outside their units. Some residents are not complying. He stated that he would notify the residents in an effort to get their cooperation. A beautification program was suggested.

Under New Business, the following Resolutions were considered:

Resolution approving the transaction, authorizing the approval of the list of bills for the month of May 2020 authorizing and ratifying an expenditure of funds in an amount not to exceed \$225,034.02, subject to appropriations.

### **RESOLUTION NO. 5-01-2020**

**WHEREAS**, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Regular Meeting on May 20th, 2020; and

#### **MAY BILL LIST**

<b>1. Regular List of Bills</b>	<b>\$42,183.18</b>
<b>2. HCV/Section 8</b>	<b>\$194,472.00</b>
<b>Total For Month of May 2020</b>	<b>\$236,655.18</b>

**NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves:

1. The list of bills for May 2020, attached hereto and incorporated herein.
2. An expenditure of funds for the payment of the list of bills for May 2020, in an amount not to exceed \$236,655.18, subject to appropriations.
3. Ratification of payments of any bills for May 2020 on the list that may have already been paid.
4. The Executive Director to do all things necessary to effectuate the transaction.

5. That this Resolution shall take effect immediately.

Commissioner Wilkerson moved that the May bill list be approved for payment, seconded by Commissioner Clancy:

Ayes: All

Nays: None

Absent: None

Under "Matters of Information" the following report was presented by the Housing Authority Attorney-Terrence Corrison:

- 1) 2 Resolutions will be prepared for consideration at the June Bord meeting pertaining to bullying & employee harassment; and
- 2) The attorney will review the by-laws and make a recommendation to the By-Law Committee for suggested revisions.

Under remarks of citizens, the following persons addressed the board:

None

There being no other business, Commissioner Alpha Reynolds moved that the meeting be adjourned at 8:05 PM, seconded by Commissioner Wilkerson:

Ayes: All

Nays: None

Absent: None

Respectfully submitted,

WILLIAM F. SNYDER  
Secretary