

January 15th, 2020

Minutes of a regular meeting of the Housing Authority of the Borough of Red Bank, County of Monmouth, State of New Jersey held Wednesday, January 15th at 6:00 PM in the conference room at the Housing Authority office 52 Evergreen Terrace, Red Bank, New Jersey.

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

Present:

Chairperson Diem Jones
Vice Chairperson Alicia Wilkerson
Commissioner Michael Clancy
Commissioner Mark Gregory
Commissioner Marlene Nelson
Commissioner Memone Crystain
Commissioner Alpha Reynolds Lewis

Council Liaison Michael Ballard

Absent:

None

Also, present: Louis Riccio, Precious Johnson,

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 the 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 in December 2018. This body wishes to advise 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 December 18th, 2019 meeting were presented for approval, Commissioner Gregory moved that the minutes be approved as recorded, seconded by Commissioner Wilkerson:

Ayes: All

Nays: None

Absent: None

Under New Business, the following items were considered:

The following resolution was considered:

Resolution approving the transaction, authorizing the approval of the list of bills for the month of January 2020, authorizing and ratifying an expenditure of funds in an amount not to exceed \$255,916.06, subject to appropriations.

RESOLUTION NO. 1-01-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Regular Meeting on January 15th, 2020; and

1. Regular List of Bills	\$61,575.06
2. HCV/Section 8	\$194,341.00
Total For Month of January 2020	\$255,916.06

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 January 2020, attached hereto and incorporated herein.
2. An expenditure of funds for the payment of the list of bills for January 2020, in an amount not to exceed \$255,916.06, subject to appropriations.
3. Ratification of payments of any bills for January 2020 on the list that may have already been paid.

The Executive Director to do all things necessary to effectuate the transaction.

Commissioner Clancy moved that resolution 1-1-2020 be approved, seconded by Commissioner Gregory.

Ayes: All

Nays: None

Absent: None

The following resolution was considered:

Resolution approving a contract for legal services.

RESOLUTION NO. 1-02-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Regular Meeting on January 15th, 2020; and

WHEREAS, the Housing Authority of the Borough of Red Bank has need for legal services to maintain its financial management system in compliance with federal and state requirements; and

WHEREAS, the Housing Authority of the Borough of Red Bank solicited for proposals for legal services in accordance with its procurement policy and applicable state and federal requirements;

WHEREAS, the Housing Authority of the Borough of Red Bank received three (3) proposal in accordance with its duly advertised Request for Proposals which has been reviewed by the Interim Executive Director who is recommending approval of the proposal;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves a contract with Breslin & Breslin, P.A. to provide legal services:

1. The term of the contract shall be 2/1/20 to 1/31/21

2. The cost of the contract shall be \$24,000 (\$2,000.00 monthly) and additional services shall be a rate of \$155.00 per hour.

Commissioner Clancy moved that the contract for legal services be approved, seconded by Commissioner Wilkerson:

Ayes: All

Nays: None

Absent: None

The Interim Executive Director reported on the following items:

- 1) Proposals or a new phone system to be reviewed for future recommendation to the board.
- 2) Access to the LOCCs system is still pending. Hopefully it will be resolved by the next meeting.
- 3) Emergency pull cord system needs to be replaced. An RFP has been developed and will be advertised for vendors who can either repair or replace the system.
- 4) Cedar Crossing-an attorney that handles that specific problems they are facing has been selected. They will meet with the condominium board at the next meeting.
- 5) Salary adjustments-Mr. Snyder is working on an analysis to determine which employee's salaries should be adjusted.
- 6) Voluntary Conversion-The tenant meetings have been scheduled in January and HUD has been invited to attend the meetings. This will be first step towards conversion.
- 7) Richard Ashton-M. Ashton is requesting \$15,000.00 annually, plus reimbursement of travel expenses, to do the Housing Authority inspections. Mr. Snyder felt that this was

- 8) more than what is currently be charged to do 290 inspections. He will meet with Mr. Ashton to go over other duties that he would have to perform as a part-time employee.
- 9) Proposals for legal services-Mr. Snyder stated that the Housing Authority received three (3) proposals for legal services which he has reviewed and rated. The contract will be on the agenda for approval at the January meeting.

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

None

There being no other business, Commissioner Crystain moved that the meeting be adjourned at 7:15 PM, seconded by Commissioner Gregory:

Ayes: Crystain, Davis, Gregory, Jones, Wilkerson

Nays: None

Absent: None

Respectfully submitted,

WILLIAM F. SNYDER
Secretary