

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office
107 Throckmorton Street
Freehold, NJ 07728
April 6, 2022 at 5:00 p.m.

~~-TELE-CONFERENCE-~~

NEW JERSEY OPEN PUBLIC MEETING ACT NOTICE

As required by NJSA 10:4-6 et.seq. known as the Open Public Meetings Act, adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the Borough of Freehold by preparing an Annual Notice dated December 2, 2021 setting forth the date, time and place of this meeting. Said notice was published in the local newspapers of record and posted on the Authority's website.

ROLL CALL

ELECTION OF OFFICERS

APPROVAL OF MINUTES for March 2, 2022

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the April 6, 2022 meeting:

790-22 Resolution for the Approval of the Payment of Invoices dated 4-6-2022

791-22 Resolution Certifying IPA Audit for fiscal year December 31, 2020

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, May 4, 2022

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
March 2, 2022 at 5:00 p.m. – Regular Meeting**

Executive Director Joseph M. Billy, Jr. called the meeting to order at 5:00 p.m. in the Administrative Office of the Freehold Borough Housing Authority. The following Commissioners were present: Commissioner William Cannon, Commissioner Ruthann Broxmeyer, Commissioner Stella Mayes, Commissioner Susan Sweetman and Commissioner Erika Woods. Also, present were Executive Director Joseph M. Billy, Sharon Whetzler, and Attorney Peter C. Lucas.

Commissioners that were excused: Commissioner Thomann

Executive Director Joseph M. Billy, Jr. read the Open Public Meetings Act Notice, “Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the Borough of Freehold by preparing a Notice dated December 2, 2021, setting forth the date, time and place of this meeting”.

ELECTION OF OFFICERS: At this time, Mr. Billy, Executive Director informed the Board as per the By-Laws of the Housing Authority, election of officers must be carried for fiscal year 2022. At this time, Commissioner Sweetman nominated Commissioner Cannon as Chairperson seconded by Commissioner Woods; Commissioner Woods and seconded by Commissioner Broxmeyer to close the nomination. Commissioner Broxmeyer nominated Commissioner Woods as Vice-Chairperson seconded by Commissioner Sweetman; Commissioner Sweetman and seconded by Commissioner Broxmeyer to close the nomination. Commissioner Cannon and Commissioner Woods were congratulated on their 2022 nominations with Mr. Billy as the Secretary/Treasurer. Mr. Billy called for a final vote:

AYES: Commissioner Cannon, Mayes, Broxmeyer, Woods, Sweetman

NAYS: None

ABSENT: Commissioner Thomann

THE MINUTES OF THE February 2, 2022 MEETING: Commissioner Woods motioned and seconded by Commissioner Broxmeyer to approve the Minutes. The roll call was unanimous and the minutes were approved.

ATTORNEY REPORT: At this time, Mr. Lucas congratulated the 2022 Chair and Vice Chairpersons.

Mr. Lucas reported that his office continues to work with the Housing Authority in nearing the signing of a Contract Agreement with an in-house labor vendor.

Mr. Lucas informed the Board that the personal injury case is currently in the courts with the defense providing their expertise regarding said injury.

REPORT OF THE EXECUTIVE DIRECTOR:

At this time, Mr. Billy, Executive Director reported on the following topics:

Mr. Billy reported that the Board members received in their monthly package an updated Treasurer report as of January 30, 2022. Mr. Billy reported that the Housing Authority finance are solid as reported in their package.

Mr. Billy reported that the Board received in their package an updated vacancy report as of January 30, 2022. The Housing Authority currently has 1 vacant unit at the senior location and 4 vacant units at the family site. Mr. Billy reports that we are moving in the right direction and that Ms. Whetzler continues to meet with potential tenants and is accepting new application.

At this time Mr. Billy reported that the Housing Authority received three proposals starting at \$13,560 to \$88,700 regarding the sump pump replacement work. The sump pumps which pump the water (washers, sinks, toilets that are below ground level) out of the building are currently being operated manually due to numerous leaks in the basement area. Mr. Billy noted that this work would need to be complete prior to installing new laundry equipment.

Mr. Billy also reported that the Housing Authority received three proposals starting from \$17,607 to \$21,136 regarding new laundry smart card equipment to be installed after the sump pumps have been replaced.

RESOLUTION #789-22: Commissioner Sweetman motioned and seconded by Commissioner Woods to approve the list of bills presented for payment dated March 2, 2022. The roll call was unanimous. The bills were approved for payment.

TENANT ISSUES: Commissioner Broxmeyer inquired if the Housing Authority was experiencing heating issues in various apartment. Ms. Whetzler reported that the office has not received any reports concerning low unit temperatures. However, if maintenance was approached there would be no record of such issues.

COMMISSIONER COMMENTS: At this time, Commissioner Sweetman inquired about how tenants were washing their clothes. It was explained that the laundry room was open Monday through Friday 8:00 a.m. to 4:00 p.m. which allows maintenance to monitor the sump pump water intake and manually release the water overflow.

PUBLIC COMMENTS: None at this time.

There being no further business before the Board, Commissioner Broxmeyer motioned and seconded by Commissioner Mayes to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:26 p.m.

Respectfully submitted,
Joseph M. Billy, Jr., Executive Director