

## AGENDA

### FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office  
107 Throckmorton Street  
Freehold, NJ 07728  
May 4, 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

APPROVAL OF MINUTES for April 6, 2022

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the May 4, 2022 meeting:

792-22 Resolution for the Approval of the Payment of Invoices dated 5-4-2022

793-22 Resolution Approving the hiring of part time office clerk

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, June 1, 2022

**MINUTES OF THE  
FREEHOLD BOROUGH HOUSING AUTHORITY  
April 6, 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 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 Mayes, 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”.

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

ATTORNEY REPORT: Mr. Lucas reported that his office has received the signed independent Contract Agreement between the Housing Authority and the in-house labor vendor.

Mr. Lucas informed the Board that the personal injury case is progressing.

At this time, Mr. Lucas would like to recognize Ms. Whetzler for keeping tenant’s non-payment of rents down with the assistance of additional monies available through various government programs.

REPORT OF THE EXECUTIVE DIRECTOR:

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

Mr. Billy reported the Board members have received in their monthly package an updated Treasurer report as of February 28, 2022. Mr. Billy noted that the Housing Authority finance are solid as reported in their package.

Mr. Billy reported the Board members received in their package an updated vacancy report as of February 28, 2022. The Housing Authority currently has 1 vacant unit at the senior location and 4 vacant units at the family site.

At this time Mr. Billy reminded the Board that the Housing Authority received three proposals starting at \$13,560 to \$88,700 regarding the replacement of our sump pumps. Mr. Billy informed the Board that the contractor was on site today for demolition, and shall return tomorrow for installation of said sump pumps.

Mr. Billy reminded the Board that the Housing Authority received three proposals starting from \$17,607 to \$21,136 regarding new laundry smart card equipment and the Housing Authority shall be ready to moved forward once the sump pumps have been installed and tested.

Mr. Billy reported that the board received the 2020 Financial Audit Report for their review and approval. Mr. Billy noted key points of the report on pages 46 and 47 whereas the auditor opinion stated no deficiencies were found and on page 48 noted there were no findings or general comments.

RESOLUTION #790-22: Commissioner Woods motioned and seconded by Commissioner Sweetman to approve the list of bills presented for payment dated April 6, 2022. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #791-22: Commissioner Broxmeyer motioned and seconded by Commissioner Sweetman certifying the receipt of the Financial Audit for fiscal year ending December 31, 2020. The roll call was unanimous.

TENANT ISSUES: None at this time.

COMMISSIONER COMMENTS: At this time, Commissioner Sweetman would also like to recognize Ms. Whetzler for her continue work relationship with the tenants that we serve.

PUBLIC COMMENTS: None at this time.

There being no further business before the Board, Commissioner Woods motioned and seconded by Commissioner Sweetman to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:20 p.m.

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