

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

**Administrative Office
107 Throckmorton Street
Freehold, NJ 07728
February 1, 2023 at 5:00 p.m.**

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 17, 2022 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 January 4, 2023

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTION dated for approvable at the February 1, 2023 meeting:

- 811-23 Resolution for the Approval of the Payment of Invoices dated 2-1-2023**
- 812-23 Resolution approving the 2023 Risk Management Consultant Agreement**
- 813-23 Resolution approving the final submission of 2023 Budget to the State**

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, February 1, 2023

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
January 4, 2023 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, Commissioner Erika Woods, and Commissioner Meg Thomann. Also, present were Executive Director Joseph M. Billy, Sharon Whetzler, and Attorney Peter C. Lucas.

Commissioners that were excused: Commissioner Stella Mayes

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 17, 2022, 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 2023. At this time, Commissioner Sweetman nominated Commissioner Cannon as Chairperson seconded by Commissioner Thomann; Commissioner Woods and seconded by Commissioner Broxmeyer to close the nomination. Commissioner Broxmeyer nominated Commissioner Woods as Vice-Chairperson seconded by Commissioner Sweetman; Commissioner Thomann and seconded by Commissioner Sweetman to close the nomination. Commissioner Cannon and Commissioner Woods were congratulated on their 2023 nominations with Mr. Billy as the Secretary/Treasurer. Mr. Billy called for a final vote:

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

NAYS: None

ABSENT: Commissioner Mayes

THE MINUTES OF THE December 7, 2022 MEETING: Commissioner Thomann motioned and seconded by Commissioner Woods to approve the Minutes. The roll call was unanimous and the minutes were approved.

ATTORNEY REPORT: At this time, Mr. Lucas reported that he had no report to give.

REPORT OF THE EXECUTIVE DIRECTOR:

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

Mr. Billy reported the Board members received in their monthly package an updated Treasurer report as of November 30, 2022. Mr. Billy reported that the Housing Authority finances and investment continue to be in healthy conditions as reported.

Mr. Billy reported the Board members received in their package an updated vacancy report as of November 30, 2022. The Housing Authority currently has 1 vacant unit at the senior location and 3 vacant units at the family site. Sharon continues to accept applications and interview potential tenants. HUD is happy with a PIC score rate of 95% or higher. The Housing authority continues monthly meeting with HUD based on our REAC inspection/vacancies. We are not a troubled Housing Authority.

Mr. Billy reported that our Re-Organization Brunch will be held on Sunday, January 22, 2023 at 11:00 a.m. at the American Hotel, Freehold.

RESOLUTION #806-23: Commissioner Sweetman motioned and seconded by Commissioner Thomann to approve the list of bills presented for payment dated January 4, 2023. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #807-23: Commissioner Woods motioned and seconded by Commissioner Thomann approving Professional Fee Accountant Services to Thomas Furlong for the period of February 1, 2023 to January 31, 2024. The roll call was unanimous.

RESOLUTION #808-23: Commissioner Sweetman motioned and seconded by Commissioner Thomann approving Professional Legal Services to the Law Offices of Peter C. Lucas for the period of March 1, 2023 to February 28, 2024. The roll call was unanimous.

RESOLUTION #809-23: Commissioner Thomann motioned and seconded by Commissioner Sweetman approving Professional Auditing Services to Mr. Francis McConnell to conduct the 2022 Financial Audit. The roll call was unanimous.

RESOLUTION #810-23: Commissioner Thomann motioned and seconded by Commissioner Broxmeyer approving Exterminating Services to Pest-A-Side of Bridgeton, NJ for the period of March 2023 to February 28, 2025. The roll call was unanimous.

TENANT ISSUES: None at this time.

COMMISSIONER COMMENTS: None at this time.

PUBLIC COMMENTS: None at this time.

There being no further business before the Board, Commissioner Woods motioned and seconded by Commissioner Broxmeyer to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:25 p.m.

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