

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office

107 Throckmorton Street

Freehold, NJ 07728

September 4, 2019 at 5:00 p.m. – Regular Meeting

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 12, 2018 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 August 7, 2019

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the September 4, 2019 meeting:

729-19 Resolution for the Approval of the Payment of Invoices dated 9-4-2019

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, October 2, 2019

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
August 7, 2019**

Chairman William Cannon 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 Erika Woods and Commissioner Stella Mayes (via tele-communication). Also, present were Executive Director Joseph M. Billy, Attorney Nicole Crismale of Peter C. Lucas Law Firm, Thomas Furlong, Fee Accountant and Sharon Whetzler.

Commissioners that were excused: None

Chairman Cannon 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 12, 2018, setting forth the date, time and place of this meeting. Said notice was published in the local newspaper for circulation and posted on the Authority's website.

THE MINUTES OF THE June 5, 2019 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: Ms. Crismale reported that a several complaints had been filed with the court regarding tenants who have not paid their rent in a timely manner.

Ms. Crismale informed the Board that Mr. Lucas has reached out to the Borough Attorney regarding appointments on two Borough vacant Commissioner seats. At this time, there has been no resolution.

Ms. Crismale reported that a letter was sent to Mr. Frances McConnell, Financial Auditor acknowledging that the Housing Authority has no pending litigations.

FEE ACCOUNTANT: Mr. Furlong reported on the fiscal year ending December 31, 2018 financial audit as submitted by Mr. Frances McConnell for which it was his first time with the Freehold Housing Authority. Mr. Furlong informed the Board that it was a clean audit report with no findings and that the report shall be forwarded to HUD as required no later than September 30, 2019.

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 and Vacancy report as of June 30, 2019. Mr. Billy reported that the Housing Authority finance remain solid as reported in their package.

Mr. Billy reported that the Housing Authority has 1 vacant unit at the senior location and the 1 vacant unit at the family site and that Ms. Whetzler continues to receive and review potential applicants.

RESOLUTION #725-19: Commissioner Broxmeyer motioned and seconded by Commissioner Woods to approve the list of bills presented for payment dated July 3, 2019. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #726-19: Commissioner Broxmeyer motioned and seconded by Commissioner Woods to approve the list of bills presented for payment dated August 7, 2019. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #727-19: Commissioner Broxmeyer motioned and seconded by Commissioner Woods to write off \$1,118.05 as uncollected rent loss. The roll call was unanimous.

RESOLUTION 728-19: Commissioner Broxmeyer motioned and seconded by Commissioner Woods certifying the receipt of the Financial Audit for fiscal year ending December 31, 2018. The roll call was unanimous.

TENANT ISSUES: None at this time.

PUBLIC COMMENTS: None at this time.

There being no further business before the Board, Commissioner Broxmeyer motioned and seconded by Commissioner Woods to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:17 p.m.

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