

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY
Administrative Office
107 Throckmorton Street
Freehold, NJ 07728
December 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 November 6, 2019

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

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

- 735-19 Resolution for the Approval of the Payment of Invoices dated 12-4-2019
- 736-19 Resolution approving the 2020 Board Meeting Schedule
- 737-19 Resolution approving the final submission of 2020 Budget to the State

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, January 8, 2020

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
November 6, 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, Sharon Whetzler and Attorney Peter C. Lucas.

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 October 2, 2019 MEETING: Commissioner Broxmeyer motioned and seconded by Commissioner Mayes to approve the Minutes. The roll call was unanimous and the minutes were approved.

ATTORNEY REPORT: Mr. Lucas informed the Board that on October 18th in Monmouth County Landlord/Tenancy Court there were 2 tenant rent cases which were settled as follows: first case entered into a re-payment agreement and the second case consented to vacate the apartment unit.

Mr. Lucas reported that he has prepared a legal opinion letter regarding the specs and opened public bids regarding sidewalk replacement at the Monmouth Court Senior site.

Mr. Lucas reported that the Housing Authority received a complaint for personal injury which has been submitted to the insurance and that he would monitor the case.

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 September

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 3 vacant unit at the senior location (2-move outs and 1-death) and the 1 vacant unit at the family site and that Ms. Whetzler continues to receive and review potential applicants.

Mr. Billy reminded the Board that the upcoming NJNAHRO Conferences will be held in Atlantic City on November 18th to 21st. Information was provided in their monthly package and anyone wishing to attend should contact Sharon in the Housing Authority office.

Mr. Billy reported that NJAHRA will be hosting their Annual Luncheon on Friday, December 6, 2019 at The Armory in Perth Amboy. Anyone wishing to attend should contact Sharon in the Housing Authority office.

Mr. Billy reminded the Board that on September 18th the Housing Authority received and opened 8 bids regarding sidewalk replacement at the senior location. Mr. Billy stated that the bids range from \$99,999.00 to \$215,700.00, and that Aparri Engineering and Mr. Lucas have reviewed and made recommendation to award the contact to the second low bidder Abhzeen Design, Inc. in the amount not to exceed \$107,825.00.

RESOLUTION #733-19: Commissioner Mayes motioned and seconded by Commissioner Broxmeyer to approve the list of bills presented for payment dated November 2, 2019. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #734-19: Commissioner Woods motioned and seconded by Commissioner Mayes to award the contract for Replacement of Concrete Walkways and Pathways at the Monmouth Court Elderly Housing to Abhzeen Design, Inc. in the amount not to exceed \$107,825.

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 5:31 p.m.

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