

## **AGENDA**

**FREEHOLD BOROUGH HOUSING AUTHORITY**  
**Administrative Office**  
**107 Throckmorton Street**  
**Freehold, NJ 07728**  
**November 6, 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 October 2, 2019**

**ATTORNEY REPORT**

**EXECUTIVE DIRECTOR REPORT**

**RESOLUTIONS dated for approvable at the November 6, 2019 meeting:**

733-19 Resolution for the Approval of the Payment of Invoices dated 11-2-2019

734-19 Resolution approving the contract award for Replacement of Walkways and Pathways at Monmouth Court to Abhzeen Design Inc.

**TENANT ISSUES**

**PUBLIC COMMENTS**

**ADJOURNMENT**

**NEXT MEETING DATE:** Wednesday, December 4, 2019

**MINUTES OF THE  
FREEHOLD BOROUGH HOUSING AUTHORITY  
October 2, 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 Peter C. Lucas and Thomas Furlong, Fee Accountant.

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 September 4, 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 reminded the Board that there are 3 open tenant rent cases which have been re-scheduled for hearing on Friday, October 18<sup>th</sup> at the Monmouth County Court House.

Mr. Lucas reported that he has received specs and opened bids for legal review regarding sidewalk replacement at the Monmouth Court Senior site.

ACCOUNTING REPORT: At this time, Mr. Furlong introduced the 2020 Budget to be submitted to the Department of Community Affairs for review and approval. Mr. Furlong reported that revenues would be \$50,000 less than the 2019 Budget realizing funds from the Capital Funding Program would not be available for operating purposes. Mr. Furlong went on to mention that the Housing Authority has a pension liability of \$140,000 and a surplus of \$610,040 which makes for a balance budget.

Mr. Furlong introduced the Housing Authority's 5-Year Plan for 2020 to 2024. Mr. Furlong reported the goals of the Housing Authority is to lower the occupancy rate from 95% to 100%, tenant rent collection to a 97% and finance more money in renovating apartments.

## 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 August 31, 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.

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

Mr. Billy reported that on September 18<sup>th</sup> the Housing Authority received and opened 8 bids regarding sidewalk replacement at the senior location. Mr. Billy informed the Board that the bids range from \$99,999.00 to \$215,700.00 and that Aparri Engineering will review and make recommendation followed by Attorney review and recommendation before awarding the contract.

RESOLUTION #730-19: Commissioner Mayes motioned and seconded by Commissioner Broxmeyer to approve the list of bills presented for payment dated October 2, 2019. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #731-19: Commissioner Mayes motioned and seconded by Commissioner Broxmeyer to approve the submission of the 2020 State Budget for review and approval. The roll call was unanimous.

RESOLUTIONS 732-19: Commissioner Mayes motioned and seconded by Commissioner Broxmeyer to approve the submission of the Housing Authority's 5-Year Plan for 2020 to 2024 to HUD for their review and approval. 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 5:31 p.m.

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