

**MINUTES OF THE ASBURY PARK HOUSING AUTHORITY BOARD OF
COMMISSIONERS REGULAR MEETING HELD FEBRUARY 11, 2019.**

The session convened at 6:12 pm with the following persons present.

Present:

Chairperson Gregory Hopson (via Telephone Device)

Vice Chair Frank Syphax

Commissioner Donna Troppoli

Commissioner Carol Torre (Arrived at 6:10pm)

Commissioner Angeline Brown

Absent:

Commissioner Charlotte McAllister

Also Present:

Thomas Sahlin, Executive Director

Qaasim Johnson, Director of Housing

Edwin McDonald, Director Maintenance

Lester Taylor, Esq., Legal Counsel

Required notice read by Thomas Sahlin.

NOTICE: In accordance with the Local Public Meetings Act of 1975 and as amended, advanced notice of the meeting including the Agenda, was sent to the local newspapers, delivered to the City Clerk's Office, and posted at all Asbury Park Housing Authority Offices at least (48) hours prior to convening the meeting.

Salute to the Flag led by Thomas Sahlin.

PUBLIC PARTICIPATION

Thomas Sahlin- As it is customary, we will do our public comments first. Please keep your comments to 3 minutes. Give your name and address.

Crystal McClain, Robinson Towers – There is an American Flag outside my window and I am proud this flag is out there because I am a Veteran and I even salute it sometimes. Problem is, whenever a flag is damaged, it is supposed to be replaced. Second, it is disrespectful for the flag to fly in bad weather. It should come down and be put away. Can we do something about this?

Donna Troppoli- It is my understanding, being the mother of an eagle scout, is that the scouts will collect damaged flags and dispose of them correctly. Now, I understand that there is a scout troop in town and I think it is affiliated with Second Baptist? I would imagine reaching out to them, they would be able to advise us all on the correct way to dispose of the flag?

Crystal McClain- They should come and get it and a new one should go up. My biggest problem is it flying out there in bad weather when it supposed to come down.

Edwin McDonald- Normally it does but if it is a weather proof flag it can fly.

Thomas Sahlin- We will make sure the new one is weather proof.

Crystal McClain- Next, I have heart problems and when that fire alarm goes off and rings for 15-20 minutes, when it finally goes off I'm having heart palpitations. Can we try to work something out with the fire department that perhaps we are policing ourselves? When the alarm goes off, we can check and make sure it isn't an active fire?

Thomas Sahlin- So, once the alarm is tripped and signal goes out, they have to come. There is a way to silence it from the main panel. Maybe we can work out a system of having someone assigned to that.

Crystal McClain- I'm thinking we can run some type of committee when it goes off. We can go to that apartment and make sure it's not on fire. We make sure it's nothing going on, we call the fire department and have them silence the alarm, and not ringing for 20 minutes.

Thomas Sahlin- Our attorney just brought up a good point. We have to check with the fire code and see if there is anything wrong with us actually silencing it. If we are allowed to, we will. If not, then we can't.

Crystal McClain- Next, do we have a functioning Tenant Association?

Thomas Sahlin- So, we are actually trying to reorganize all of the resident associations around all of our sites. This is something we actually talked about in the last board meeting. One of the things we noted was that we don't have a fully functioning resident organization or tenant associations. We are actually urging our residents to do reorgs and make sure that all the resident associations are properly set up and registered.

Al Rolley, Robinson Towers – About those fire alarms. Last weekend, three times on Saturday once or twice on Sunday and three times Monday. It was horrible. Around 8p that night, Mr. Johnson is supposed to tell me what the cameras revealed, someone was giggling my door knob. I have a brand new TV I will donate to the Housing Authority if you have a community viewing. You would make everyone feel more secure, now that we have had two murders in less than a year. I have always felt safe here, but now with the little changes that go on. I have to apologize to Ms. Mildred for barging into the office one day to speak to "Natalie", that I never spoke to. It's like Fort Knox at the office and now I know why, and I'm sorry. I just want to know if the cameras are working, now that we don't have a lot of security at night.

Tziporah Schreiber- I am Tziporah and this is Rafael. We are from Jersey Shore Adult Day Care. We are located on 600 Main St., Asbury. We have a day program and are covered 100% through Medicaid, it is free. We have nurses and doctors on site. We provide transportation to your own doctor's appointments and also schedule your appointments for you. We have a hair dresser, manicurist, masseuse, pool tables, computers, full activity program, and give-a-ways, take you to the food pantry, help obtain clothes, help with insurance.

Commissioner Brown- Is the pool open over there?

Tziporah Schreiber- No. The pool is not open. We have meals, we go to different restaurant's every day, malls, arcades, casinos, and it's all free, covered through Medicaid. A lot of people don't know about us. We also have social workers that can help renew insurance, take you to social services, housing, and take you to get cell phones. There is really nothing we cannot do. I passed out my card, I am available anytime. Mr. Syphax came over to our open house, along with Mayor Moor and News 12. I had the honor of meeting Ms. Brown last week. It's a really loving and caring program. Tom and I are going to be meeting soon.

Evelyn Moore- Can I ask a question? I heard you say Medicaid but not Medicare?

Tziporah Schreiber- You can also have it but we go through Medicaid for Veterans. We are located at the old YMCA.

Commissioner Brown- What about people that need medications and can't afford it?

Tziporah Schreiber- We will help them with that. We have nurses in the building. We can coordinate with the pharmacies for you. We will advocate for you. We pick up from Mercer County, down the Bayville.

Commissioner Torre- What is the age of an adult?

Anybody 18 and older who has any kind of disability, such as being developmentally disabled, walking device, COPD, diabetes, hypertension, anything like that. We do weight and pain management. Dr. Ropper is our medical director.

Mildred Duprey- Do you also assist with seniors that may work with Adult protective services?

Tziporah Schreiber- Absolutely, our licensed social workers handle that. The hours are 8a-8p. We are open Fridays until 4p and Sundays until 4p. They are pretty much out on Sundays on trips. Any other questions? Please give them my card because we are here to service everybody.

Commissioner Brown- How bad can a person be? Do you have wheel chairs?

Tziporah Schreiber- We have wheel chairs, lifts, trachs, and feeding tubes. We do not do ventilators. Also, if there is someone who has some kind of extreme behavior issues, that is the only thing we cannot accommodate but we will work with the crisis unit to get them stable and figure something out to bring them back in. We have an ICE program.

Vice Chair Syphax- It's unreal. It shocked me that why I wanted to make sure that our people knows about it.

Tziporah Schreiber- Thank you for having us. Give me a call if you have any questions.

Thomas Sahlin- For any residents that are interested, we downloaded their main pamphlet that is right behind us. We are also going to make available print outs. Once we have our meeting, we will dive deeper into it, we will leave them at the front desk as well.

(Motioned to close Public session moved by Vice Chair Syphax and seconded by Commissioner Troppoli.)

Ayes- Commissioners Torre, Troppoli, Brown, Vice Chair Syphax, Chairman Hopson

Opposed- None

Absent- Commissioner McAllister

Abstain- None

Motion Passes

ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING HELD DECEMBER 10, 2018

Approval of the minutes was moved by Commissioner Brown, seconded by Commissioner Troppoli.

Ayes- Commissioners Torre, Troppoli, Brown, Vice Chair Syphax, Chairman Hopson

Opposed- None

Absent- Commissioner McAllister

Abstain- None

ACCEPTANCE OF THE MINUTES OF THE EXECUTIVE MEETING HELD DECEMBER 10, 2018

Approval of the minutes was moved by Commissioner Brown, seconded by Commissioner Troppoli.

Ayes- Commissioners Torre, Troppoli, Brown, Vice Chair Syphax, Chairman Hopson

Opposed- None

Absent- Commissioner McAllister

Abstain- None

ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING HELD JANUARY 14, 2019

Approval of the minutes was moved by Vice Chair Syphax, seconded by Commissioner Troppoli.

Ayes- Commissioners Torre, Troppoli, Brown, Vice Chair Syphax, Chairman Hopson

Opposed- None

Absent- Commissioner McAllister

Abstain- None

RESOLUTION 02-01-2019- RESOLUTION APPROVING EXPENDITURES FOR THE MONTHS OF JANUARY 2019, INCLUDING SECTION 8 EXPENDITURES.

Acceptance of this Resolution was moved by Commissioner Brown, seconded by Vice Chair Syphax.

(There were no further discussions or comments on this Resolution from the Commissioners.)

Ayes- Commissioners Torre, Troppoli, Brown, Vice Chair Syphax, Chairman Hopson

Opposed- None

Absent- Commissioner McAllister

Abstain- None

Motion Passes

RESOLUTION 02-02-2019- RESOLUTION AUTHORIZING REJECTION OF BIDS RECEIVED FOR NJ 7-7 ELEVATOR MODERNIZATION AND A SUBSEQUENT RE-BID, SUBJECT TO LEGAL COUNSEL OPINION

Vice Chair Syphax- One question. What was the nonconforming?

Thomas Sahlin- The bid was actually opened by the engineer's office by accident. So, it was not a sealed bid by the time it got to us. Due to our procurement policy and our local contracts law, we could not accept a bid that was opened.

Vice Chair Syphax- When we go back out, we should have three bids but we can go with two, is that right?

Thomas Sahlin- Ideally we will have three. I think two is acceptable for it to be a competitive bid, preferably three. We are going to bid it out, same specs. We will advertise it again.

Vice Chair Syphax- What papers were they in? This is a big job. We need something on these elevators.

Thomas Sahlin- APP and Newark Star Ledger. This time we will utilize PHADA and an electronic advertisement as well.

Angeline Brown- We do have the bid here but it doesn't say what.

Thomas Sahlin- Yea that was the same ad. That one was from the Asbury Park Press, I believe. So, it was put in for informational purposes. That's how the bid reads. The only difference this time around will be the date that it's due.

Lester Taylor- Let me just add, the language in the resolution also has the other reasons for the rejections of the bids. Namely, that one or two of them were nonconforming. That was the basis to reject the bid. Also, two of the bids exceeded the budget. Those are all legal reasons to reject the bid. Generally, whether it be one or a hundred people responding, that is not necessarily the definition of competitive. I believe that as long as you advertise it, if only one person responds,

that's what you will have to deal with. But there is nothing wrong with trying to get a more robust pool of people by advertising it in the papers. But you can't always control who responds.

Commissioner Brown- So if only one person responds, are you saying we can go back out or we can't?

Lester Taylor- Typically, if they are responsive, meaning price and all of the other factors, technically you would have to take that one response. But there are some other nuances depending on the circumstances that may give you the option to go back out. But in general, only being one is not an automatic basis to disqualify them.

Vice Chair Syphax- When is it going back out again?

Thomas Sahlin- I would say within the next week or two. Our engineers are working on getting the package ready. As of last Thursday, he confirmed that he will be turning over the new bid package to us.

Commissioner Brown- We don't have a certain time that the work has to be completed right?

Thomas Sahlin- No. But with the frequency of the elevators breaking down, sooner rather than later. It's a big job and it will take some time to get it done so the quicker we can actually procure a vendor and have them under contract, the better it is for us.

Acceptance of this Resolution was moved by Vice Chair Syphax, seconded by Commissioner Brown.

(There were no further discussions or comments on this Resolution from the Commissioners.)

Ayes- Commissioners Torre, Troppoli, Brown, Vice Chair Syphax, Chairman Hopson

Opposed- None

Absent- Commissioner McAllister

Abstain- None

Motion Passes

RESOLUTION 02-03-2019- RESOLUTION ADOPTING A "NO TREPASS" POLICY TO BE IMPEMENTED AT ALL ASBURY PARK HOUSING AUTHORITY PROPERTIES

Commissioner Brown- Is this going to be given out to the residents or is this going to be part of their renewal? How are we going to let residents know?

Thomas Sahlin- So this isn't necessarily a lease amendment, but we can actually provide it with the renewal. It's a stand-alone policy that the Housing Authority is going to adopt. It does reference certain sections of the lease. So, I see no issue with us including it.

Commissioner Torre- What are the basis for these guidelines? For example for the guests and visitors. You can't permit any guests if it's more than 14 days, they need written approval if they are staying in their apartment. That's not really the standard. Other places is usually 7 days. Are these guided by HUD guidelines? That's a long time.

Thomas Sahlin- So, 14 calendar days has actually been incorporated in all of the residents leases for some time now. I would have to do some research to see if that is actually a HUD mandate. But it is part of the lease here, in most housing authorities.

Commissioner Torre- Is there a limit to how many times this can happen in a year?

Thomas Sahlin- So, it's a total of 14 calendar days for the year. It does not have to be consecutive days. It's the entire year.

Commissioner Brown- So I just want to get this clear. Now, it's 14 days each year without first obtaining prior written approval of the APHA. Then, what is 30 days? Is that with written approval?

Lester Taylor- If I may, the next section D, there is a comma where is reference section 3 of the Lease agreement of the APHA that Tom referenced. Also just by way of background, Tom contacted my office a week or two ago, as lawyers would say upon informationally. This policy was already approved by this board probably two or three years ago. However, with the transition of the new administration, Mr. Sahlin and his team, we just couldn't find a copy of the resolution evidencing that it was approved. So this is a housekeeping item to get it readopted so it's legit, so to speak. So what I would suggest is that since it was already approved before, a policy can be amended anytime. Let's just readopt it tonight, review it, and if you have questions or comments, let's bring it back up for further discussion at a later time.

Commissioner Torre- I don't see anything in here that puts in any hours appropriate for visitors. Am I not seeing it or it's just not in there?

Lester Taylor- This is more so of a "Trespass" list. The lease governs visitors and everything. This isn't about monitoring the visitors per say. This is more so about people who are trespassing and not in compliance with the visitors policy, that's all.

Commissioner Troppoli- My only suggestion is, and these pages aren't numbered, this is "C. Persons Subjected to Criminal Trespass", number 10. I just think that maybe that ought to be more specific because when I see littering I think "Yea, that could look bad for the Housing Authority, but it can also be a liability that it intel's". What is significant littering? Amount? Dangerous material? Unless that is a term that already has a definition associated with it for people who deal with documents like that?

Lester Taylor- If I recall correctly, this policy was created by looking at samples around the country and state. It also took into account comments from your residents that we have heard or the last several years about littering and visitors. I heard a person or two tonight talk about people being buzzed in at all times of the night. So we tried to encompass it in a fair way but have it broad enough so it can hit certain concerns that was raised.

Commissioner Brown- So is it to our understanding that our Asbury Park Police Department has, at one time, a list of people who are banned from the properties? I want to make this clear. I don't want our residents telling them that you have no business being here. I think it should be done by the police department. Call the police and let them come when they are called. We had a problem like this before and some of the elderly people was spoken to nasty. Residents don't need to take on the police job. Let the police tell them they have to business there. They can be on our property causing problems but not on the list. I just want to be understood that the residents are not to be bothered with having to make them leave the premises, under no circumstances.

Thomas Sahlin- Also, with our security monitors. If there is an individual that is on the "No Trespass" list try to gain access to the building, we don't expect our security monitors to confront that person. It's just a simple phone call to the police, advising them that someone is here that is prohibited. They would be arrested for criminal trespassing.

Acceptance of this Resolution was moved by Chairman Hopson, seconded by Vice Chair Syphax.

(There were no further discussions or comments on this Resolution from the Commissioners.)

Ayes- Commissioners Torre, Troppoli, Brown, Vice Chair Syphax, Chairman Hopson

Opposed- None

Absent- Commissioner McAllister

Abstain- None

Motion Passes

Motion to close, moved by Chairman Hopson, seconded by Vice Chair Syphax.

All in favor

Meeting Adjourned, 7:00 p.m.



3-11-19

Thomas Sahlin, Executive Director

Date