

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

The session convened at 6:06 pm with the following persons present:

Present:

Chairman Gregory Hopson

Vice Chair Frank Syphax

Commissioner Donna Troppoli

Commissioner Carol Torre (Arrived at 6:08pm)

Commissioner Charlotte McAllister

Absent:

Commissioner Angeline Brown

Also Present:

Thomas Sahlin, Executive Director

Qaasim Johnson, Director of Housing

Edwin McDonald, Director of Maintenance

Justin Bellamy, Associate (Attended for 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 Chairman Gregory Hopson.

PUBLIC PARTICIPATION

Chairman Hopson - As it is customary, we will now open the floor for public comments. Please give your name and adhere to the three minute rule.

Joseph Mitko, Robinson Towers – I want to congratulate all of those people that are involved in helping to clean up our buildings, doing the nice floors, and debugging the place. Absolutely necessary and deeply appreciated. I think we need to tell people we appreciate what they do, even when it's ordinary. But to get it done is another thing.

Thomas Sahlin- In that same vain, Stephanie and I are in the process of scheduling out Town Halls. The purpose of that is to hear what we are doing well and what we can approve upon. We really want to hear from our residents, both sides, as long as its somewhat constructive criticism. So if we are not doing something right, we would like to know about it.

Joseph Mitko- Well, people don't usually come to meetings unless they are going to complain about something.

Chairman Hopson- That's why it's always refreshing to hear that on person come and compliment.

Vice Chair Syphax- We will have the town halls in the new community room at the Boston Way?

Thomas Sahlin- We will have a separate town hall for each site, in its social room. Boston Way will be part of it.

(Motioned to close Public session moved by Chairman Hopson and seconded by Commissioner Troppoli.)

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

Opposed- None

Absent- Commissioner Brown

Abstain- None

Motion Passes

ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING HELD FEBRUARY 11, 2019

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

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

Opposed- None

Absent- Commissioner Brown

Abstain- None

Motion Passes

RESOLUTION 03-01-2019- RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF FEBRUARY 2019, INCLUDING SECTION 8 EXPENDITURES.

Acceptance of this Resolution was moved by Chairman Hopson, seconded by Commissioner McAllister.

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

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

Opposed- None

Absent- Commissioner Brown

Abstain- None

Motion Passes

**RESOLUTION 03-02-2019- RESOLUTION AUTHORIZING APHA TO SELL,
DONATE, TRANSFER, OR OTHERWISE DISPOSE OF TWO VEHICLES.**

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

Vice Chair Syphax- How would this be advertised as far as going out for people to bid on?

Thomas Sahlin- So, we are going to put an ad in the local paper announcing the vehicles that are going to be auctioned, the time and day, and location which will be here in the social room.

Vice Chair Syphax- Will that be in the Asbury Park Press and the Coaster?

Thomas Sahlin- Correct. We can do both and keep it local.

Vice Chair Syphax- If nobody wants to buy them, then we can donate to a charity?

Commissioner Troppoli- I made a suggestion to the finance committee and this can be pursued if we don't get a bidder on the vehicles is that perhaps we can sell them for scrap. This was we can put a few bucks in our pockets.

Vice Chair Syphax- What's wrong with the Kars for Kids?

Thomas Sahlin- They are a little less than reputable.

Jenill Emery- They may not take them because of the age of the cars.

Commissioner Torre- Why are we selling them?

Thomas Sahlin- They are old, they have some mechanical problems, and it just became not cost affective to repair and keep on the road.

Chairman Hopson- The burgundy passenger van was a money pit. Every time we got it out the shop, it went right back.

Commissioner McAllister- That was the one that was actually for the residents?

Chairman Hopson- Yes.

Commissioner Torre- What was the other one?

Thomas Sahlin- It's a green dodge caravan, 1998. Same issues where is just became too costly to keep it on the road.

Commissioner Torre- We have to place them now?

Thomas Sahlin- The issue with replacing them is HUD actually changed their regulations on the capital fund. We used to be able to just buy any vehicle through the capital fund. They tightened up their restrictions on that so it has to be a maintenance vehicle, it cannot be an administrative vehicle.

Commissioner Torre- It can't be a 15 passenger van to transport residents?

Thomas Sahlin- HUD's new stance on that they will not authorize us to spend capital fund on vehicles.

Vice Chair Syphax- Did we get a new one?

Chairman Hopson- Yes, but that was for extermination purposes.

Commissioner Torre- So we have no vehicles to transport residents?

Thomas Sahlin- We do not.

Vice Chair Syphax- Why did HUD say we can't have a passenger van?

Thomas Sahlin- I'm not sure about the "why". I just know that "what". And what they said was that the capital fund was to be used only for vehicles that take part in improving or maintaining properties.

Vice Chair Syphax- To me, that's bad. Because we have elderly people here.

Thomas Sahlin- The senior van and Jersey shore adult day care center comes here as well to transport the seniors.

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

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

Opposed- None

Absent- Commissioner Brown

Abstain- None

Motion Passes

RESOLUTION 03-03-2019- RESOLUTION ADOPTING THE ASBURY PARK HOUSING AUTHORITY'S FYE 3-31-2020 OPERATING BUDGET AND TRANSMITTAL TO THE DEPARTMENT OF COMMUNITY AFFAIRS (DCA)

Acceptance of this Resolution was moved by Commissioner McAllister, seconded by Chairman Hopson.

Commissioner Torre- Will this be the last time?

Thomas Sahlin- Once this is adopted, it will get sent back to DCA and this will become our officially adopted budget. There will be no further submissions.

Vice Chair Syphax- What was allocated to the capital fund for this year?

Thomas Sahlin- Do you mean what is the annual amount of the grant for this year?

Vice Chair Syphax- Yes. Was there anything designated toward the capital fund that we know about that we want to do this year?

Thomas Sahlin- We are doing the elevators and the roofs. Those are the two big ticket items.

Vice Chair Syphax- That will come out of the capital fund?

Thomas Sahlin- Correct.

Commissioner Torre- I'm still trying to figure out why we do a five year plan every year.

Thomas Sahlin- So we just did the annual plan. Our actual five year plan will be coming up for 2020. It will be more intensive trying to get physical needs assessments.

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

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

Opposed- None

Absent- Commissioner Brown

Abstain- None

Motion Passes

RESOLUTION 03-04-2019- RESOLUTION AUTHORIZING ATTENDANCE FOR THREE(3) COMMISSIONERS AND THE EXECUTIVE DIRECTOR AT THE PHADA ANNUAL CONVENTION AND EXHIBITION IN FT. LAUDERDALE FL FROM JUNE 2-5, 2019

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

Thomas Sahlin- Part of this will require some discussion as to who would like to collectively like to represent the board at this conference.

Vice Chair Syphax- Would you like to go Carol?

Carol Torre- I don't know. What is the deadline?

Thomas Sahlin- There isn't a deadline per say. I don't know when the actual registration ends.

Commissioner Torre- I went online and looked. I think it was May.

Commissioner McAllister- Before May 2nd.

Thomas Sahlin- We did have some discussion during the finance committee in terms of the overall cost of attendance. If the board wants to send any fewer than three commissioners, if it comes down to it budget wise, I already said I will stay and give up my spot. I don't mind. It's up to the board as to who and how many.

Chairman Hopson- Is that something we have to determine tonight?

Thomas Sahlin- We can table the resolution until April. It will give us time.

Chairman Hopson- Why table the resolution? We can just enter the names at a later date. Carol said she's not sure yet.

Vice Chair Syphax- So, are you tabling it?

Thomas Sahlin- So, the resolution doesn't state who. We can always determine after the fact. So we don't have to have a decision made as to who's going tonight.

Commissioner McAllister- Why would you want to give up your spot?

Thomas Sahlin- I try to be as budget conscious as possible. If it saves money, I could always try to go to a local conference. They typically talk about the same thing.

Vice Chair Syphax- Did anyone go to Atlantic City?

Chairman Hopson- No one has traveled within the last calendar year, with the exception of Commissioner Brown.

Thomas Sahlin- Commissioner Brown went to JAHRO. The last conference before that was PHADA and that was May 2018. That's the only travel that has occurred during this fiscal year.

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

Ayes- Commissioners Torre, McAllister, Vice Chair Syphax, Chairman Hopson

Opposed- Commissioner Troppoli

Absent- Commissioner Brown

Abstain- None

Motion Passes

RESOLUTION 03-05-2019- RESOLUTION AUTHORIZING AWARD OF CONTRACT TO AA ELECTRIC, INC. FOR INSTALLATION OF EXTERIOR LIGHTING AT ROBINSON TOWERS 7-7 FOR THE HOUSING AUTHORITY OF THE CITY OF ASBURY PARK

Acceptance of this Resolution was moved by Chairman Hopson, seconded by Commissioner McAllister.

Chairman Hopson- Just for clarity, what account are these funds coming from?

Thomas Sahlin- It's coming out of the Safety and Security Grant.

Commissioner Troppoli- It's here in the resolution.

Vice Chair Syphax- How much do we have in that grant?

Thomas Sahlin- We have approximately \$20,000.00 left.

Chairman Hopson- What's our time line on spending it?

Thomas Sahlin- Late summer, August, is the deadline.

Chairman Hopson- We are on an extension now?

Thomas Sahlin- No

Chairman Hopson- Is it just on the city portion?

Thomas Sahlin- The CNI grant we have an extension on until September of this year. Of the money that's left, part of it is allocated to doing the exterior lightning at Robinson Towers. The remainder is set aside for roof replacement and repair fencing.

Vice Chair Syphax- We don't need anything on the cameras? Are they ok?

Thomas Sahlin- In the contract that we have for "Let's Think Wireless". There is a little money left. We did a walk through last month with the Monmouth County Prosecutor's Office and the City of Asbury Park Police Department. We do have some money left over to get replacement cameras if they fail.

Commissioner Troppoli- And they would just be in storage?

Thomas Sahlin- Yes.

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

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

Opposed- None

Absent- Commissioner Brown

Abstain- None

Motion Passes

RESOLUTION 03-06-2019- RESOLUTION AUTHORIZING AWARD OF CONTRACT TO MONARCH ENVIRONMENTAL, INC. FOR REMOVAL OF HEATING OIL FROM UNDERGROUND STORAGE TANKS AT COMSTOCK COURT 7-5 AND LUMLEY HOMES 7-6

Acceptance of this Resolution was moved by Chairman Hopson, seconded by Commissioner McAllister.

Commissioner Troppoli- I'm sure everybody has heard horror stories about taking a tank out. I'm curious, I hope it's not to exceed the \$9,970.00. But is there any indication that this is going to be a bigger problem with leakage, removal of soil, and the DEP getting involved? Is this something that we should worry about or does it look like it's going to be clean, within budget and done properly?

Thomas Sahlin- This contract is only for the removal of the oil itself. It's the first step in the abatement process. After all of the heating oil has been removed from both tanks, our engineer will come back and they will have to set up a time to pressure test it. As long as the integrity of the tanks hold pressure, then we can fill it with concrete.

Edwin McDonald- We don't have to remove the tanks. The tank is sound.

Commissioner Troppoli- is it appropriate to test the soil now? Does that happen later? What's the sequence on that?

Edwin McDonald- There is no leak. We don't have to test the soil.

Commissioner Troppoli- Do we know when they are going to start the job?

Thomas Sahlin- As soon as they have a contract.

Commissioner Troppoli- Is it asking a lot if you or somebody on the team came back on a monthly basis and reported on this so that if things are really going bad we will have some advance knowledge of it?

Thomas Sahlin- Of course. If there is anything to be concerned about, we will immediately contact the entire board.

Commissioner Troppoli- Ok, because this can really be terrible if it doesn't go easily. I'm just hoping that we will be informed about it as it goes on. Thank you

Commissioner Torre- I have a couple of questions. How big is this tank?

Thomas Sahlin- It's 8 thousand gallons, in total between the two sites.

Commissioner Torre- As far as testing the soil, usually you test the soil so that you can either anticipate the problem if your going to take the tank out. Most problems with the tanks are when you take it out.

Thomas Sahlin- Now, from what I understand from talking to our engineer, if they run the pressure tests and they are tight and there is no sign of any leakage or loss of integrity in the tanks itself, they will be cleaned out, filled with concrete, and capped off.

Commissioner Torre- Who said that is appropriate?

Thomas Sahlin- Our engineer.

Commissioner Torre- Finally, the oil itself in this 8 thousand gallon tank, is it a lot of oil or a little oil? Just residue?

Thomas Sahlin- There is a lot of oil.

Commissioner Torre- Why doesn't anybody want to buy it? Like fuel companies?

Thomas Sahlin- I don't know if there is a shelf life on the heating oil but it's been there for some time. It's been sitting. There is a layer of water that is sitting on top of the oil because when we pulled the cap off of the tank, you can visually see the water sitting on the top. Also, the type of heating oil we have in the tanks, I don't think it's commonly in use anymore.

Commissioner Torre- How long has it been out of service?

Thomas Sahlin- Quite some time. It's safe to say 25-30 years at least. It's just an estimate. It could be shorter. We just replaced the boilers in those two buildings about 2 years ago.

Vice Chair Syphax- On this contract, this is not to exceed this amount?

Thomas Sahlin- Unless there is any of foreseen issues, yes that's the price. In the worst case scenario, if something went wrong, they would have to go through the process of getting a change order and it would have to be with cause of course.

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

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

Opposed- None

Absent- Commissioner Brown

Abstain- None

Motion Passes

Motion to close, moved by Commissioner McAllister, seconded by Vice Chair Syphax.

All in favor

Meeting Adjourned, 6:58 p.m.



4/8/19

Thomas Sahlin, Executive Director

Date