

**MINUTES OF THE ASBURY PARK HOUSING AUTHORITY BOARD OF
COMMISSIONERS REGULAR MEETING HELD MAY 13, 2019.**

The session convened at 6:05pm with the following persons present:

Present:

Chairman Gregory Hopson, Sr. (Via Telephone)
Vice Chairman Frank Syphax (Arrived at 6:07pm)
Commissioner Angeline Brown
Commissioner Charlotte McAllister
Commissioner Carol Torre
Commissioner Donna Troppoli

Also Present:

Thomas Sahlin, Executive Director
Qaasim Johnson, Director of Housing
Edwin McDonald, Director of Maintenance
Justin Bellamy, Associate Legal Counsel

Required Public 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

(Motion to Open Public participation moved by Commissioner McAllister and seconded by Commissioner Troppoli.)

Thomas Sahlin - As it is customary, please state your name, address, and please be mindful to the three minute rule.

Crystal McClain, Robinson Towers – The elevators frighten me. I don't know what can be done but something needs to be done. I can't imagine if I get stuck again.

Thomas Sahlin – Crystal you will actually be happy to hear that the elevator contract is on tonight's agenda. We will be awarding a contract to completely overhaul the elevators in this building.

Glenda Walker, Robinson Towers – We are still stuck on this pay thing. Is this going to happen every month after the meeting, we will get paid?

Thomas Sahlin – The checks have been cut and signed. Once the list of bills is approved tonight, you will have your check by tomorrow morning. We have a resolution with the list of bills that the board approves the expenditures for the Housing Authority. So, all of the security monitor stipends are actually on this board package. Once they are approved, we can release them.

Glenda Walker - So this is going to be like this every month?

Thomas Sahlin - Yes, same as we discussed last month.

Vice Chair Syphax - Yes, we discussed that last month.

Glenda Walker – Yes, but us security guards can't get over this. It's a lot we are trying to get used to.

Thomas Sahlin – This month, it was a gap of about a week. Typically the checks would have been cut last week. But the purpose is not to create any inconvenience for anyone. It's just to ensure we are doing things the right way. I apologize for the inconvenience. Now that we are on a different, yet routine schedule with the checks being cut and issued after the board meeting, it's really the only option we had.

Glenda Walker – Since this new thing came in, we have never gotten paid the said time monthly. We just want to know a definite time we are going to get paid and it be a regular thing.

Thomas Sahlin - It will be the day immediately following the board meeting. It will be the second Tuesday of each month.

Qaasim Johnson – You can let everyone know, it's the Tuesday immediately following the board meeting.

Letty Sloan, Lincoln Village – We will like to know where we will be placed at.

Thomas Sahlin - As far as redevelopment?

Letty Sloan - Yes.

Thomas Sahlin - So, I can't give an exact date only because of the fact that this redevelopment process similar to what we went through with Boston Way, can take several years in total. But every step of the way as long as we have any information to share what so ever, we will share with the residents from Lincoln Village. We are holding a Town Hall meeting in June. So, we plan on discussing that. There are a lot of moving parts, including the potential that we could apply for a HUD Choice Neighborhoods Implementation Grant. So, the only way I can summarize it is there is a lot of red tape involved. We have to get approval from HUD, we have to get an application into the state for financing and these things take time. There is no predetermined set amount of time this takes but as soon as we know something, the residents will know.

Letty Sloan – Thank you.

Thomas Sahlin – Ms. Sloan, Qaasim, our Director of Housing pointed out something very important. It's customary with this process is that once we get approval from HUD and an approved application, we will put together a relocation plan. So, all Lincoln Village residents will either receive a relocation voucher which is similar to a Section 8 voucher, the right of first return to the New Lincoln Village once it is constructed just like we did with the New Boston Way, or a transfer to one of the other sites but it is the resident's choice.

Letty Sloan - Ok, thank you.

Vice Chair Syphax - How is the paperwork going with HUD as far as the demolition process like we did before? Is it moving along?

Thomas Sahlin - It's coming along. We just got a response from HUD counsel, which we are trying to research because they had additional questions. The major sticking point is whether or not the Housing Authority ever had an approved demo/dispo application in the first place because there is the land ownership issue. That's going to be a speed bump for us.

Vice Chair Syphax - Oh ok, so the whole thing is wrapped up into that?

Thomas Sahlin - Yes, absolutely.

Felicia Simmons, Public (Sewall Ave.) – How do we get use of the facilities for the community rooms.

Thomas Sahlin - In the past, what was done was our Resident Associations would collect a security deposit and an application to use the community spaces. Right now, the resident associations are not really functioning the way they should. With the help of Commissioner McAllister, we are making a very hard push to get those resident counsels up and running,

reorganized and formed in the right way. For the time being, any requests to utilize the community rooms technically should be going through the management department, so that we are aware of the request. It's coordinating with the appropriate sight manager or the Director of Housing, Qaasim.

Felicia Simmons - Thank you.

Tracy Rogers, Public (Sewall Ave.) – The property next to the Lincoln Village supposed to be a city owned property and as the Asbury Park Affordable Housing Coalition, the city has said they have been working with you guys on getting ownership of deed on that property. That's been over a year ago.

Thomas Sahlin - Not quite over a year. The issue was initially broached about a year ago. There was a gap in communication and we have not picked it back up and working through it. One of the major sticking points on that is HUD. HUD is looking into it, their counsel is looking into it, and our counsel is looking into it. There is a lot of gaps that needs to be filled to actually determine what happened in the 90s and who owns that land.

Tracy Rogers - Any time line on it? We wanted to know what the city is going to do. They keep pushing it back on you guys.

Thomas Sahlin - It's hard to give an exact date because it's a legal matter. So, there is a lot of documentation that is unfortunately missing from the mid-90s. And even city council said that. There's just a lot of gaps as far as what should have been kept record wise. Again, we are trying on our end and I can't speak on what they are doing on their end. But we are trying to get everything buttoned up because land ownership is a very tricky legal matter.

Tracy Rogers - Also as a part of the Affordable Housing Coalition, questions have come up about the process of the Boston Way. The list that is created, is there any way of transparency on how that list has been formulated and people can be updated if they are on the list, if they passed one criteria?

Qaasim Johnson – So what took place with the Boston Way process is in August an ad was ran in the paper presenting the application, giving anyone that wanted to apply the opportunity to apply. That was open until Oct. 31, 2019. They compiled the list and in December a randomization was done with the applicants that they received. It was all done outside of the Housing Authority. It was all done by our partners in Fort Lee. It was basically a lottery, they randomized everything and the list was formulated. With those returnees of the Boston Way given first priority, they were the first group on the list. Once you're on the list, we have to do a background check and credit check again to see if you qualify. Anyone that qualify will receive a letter stating to contact us to schedule an intake interview.

Tracy Rogers - Can you tell me when those initial letters were sent?

Qaasim Johnson - The letters started going out in February. Now, they are only doing a section at a time because we don't have the man power to send a list to everyone. So, we are doing 50 at a time. When the first 50 gets done, they will either receive an interview or denial letter. If you receive a denial letter, we give you the opportunity to appeal. From that point, we move on to the next 50. We had over 400 names on the list and there are people we have not gotten to as of yet.

Tracy Rogers - So, a lot of people don't know if they are denied?

Qaasim Johnson - If you were in the first 150 that we have done thus far, you would have received a letter letting them know either way.

Tracy Rogers - Ok, the remaining 300 have not be notified?

Qaasim Johnson - Not as of yet.

Tracy Rogers - Because you took housing tax credits and Sandy money, right now the breakdown of the housing for people with low income, there were only 26 units put aside, how many were for tax credit and how many was for Sandy?

Qaasim Johnson - It's a 100% low income tax credit site but we do have 26 units set aside for our ACC units or normal public housing units. 6 of those are specifically set aside for Sandy for the homeless.

Tracy Rogers - What's the ranking for seniors and veterans?

Qaasim Johnson - There is no criteria as far as preference our seniors or veterans. They just have the same opportunities as everyone else to apply.

Tracy Rogers - I appreciate it. Thank you.

Commissioner Torre - What are the income guidelines?

Qaasim Johnson - Low to very low income.

Commissioner Brown - Specify that.

Qaasim Johnson - The entire site is low to very low income.

Thomas Sahlin - We have zero market rates rent. They are all affordable.

Vice Chair Syphax - When you finish this list, will another list come back out later on?

Qaasim Johnson - Per our NJHMFA regulations, we have to exhaust the current waiting list before we can reopen another application process.

Thomas Sahlin - Once we do, we will use the same process. We will advertise it and use word of mouth as much as we can.

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

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

Opposed- None

Absent- None

Abstain- None

Motion Passes

ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING HELD APRIL 8, 2019.

(Approval of the minutes was moved by Commissioner Brown, seconded by Vice Chair Syphax.)

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

Opposed- None

Absent- None

Abstain- None

Motion Passes

RESOLUTION 05-01-2019- RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF APRIL 2019, INCLUDING SECTION 8 EXPENDITURES.

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

Thomas Sahlin – The finance committee met prior to the board meeting and all questions were posed and answered to the finance committee's satisfaction?

Commissioner Troppoli – Yes.

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

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

Opposed- None

Absent- None

Abstain- None

Motion Passes

RESOLUTION 05-02-2019- RESOLUTION AUTHORIZING SUBMISSION OF THE CERTIFICATION UNDER THE SECTION 8 MANAGEMENT PROGRAM (SEMAP) FOR FISCAL YEAR ENDING MARCH 31, 2019, AS REQUIRED BY HUD REGULATION.

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

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

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

Opposed- None

Absent- None

Abstain- None

Motion Passes

RESOLUTION 05-03-2019- RESOLUTION AWARDED A CONTRACT FOR ROOF REPLACEMENT AT NJ 7-5 COMSTOCK COURT AND NJ 7-6 LUMLEY HOMES A AND B TO M.T.B. LLC., IN THE AMOUNT OF \$292,000.00, SUBJECT TO LEGAL COUNSEL OPINION.

(Acceptance of this Resolution was moved by Commissioner Brown, seconded by Commissioner McAllister.)

Vice Chair Syphax – These were the only people who submitted the bid?

Thomas Sahlin - No, we had a public bid opening. We had 6 contractors bid on the contract.

Commissioner Brown – I just want to make a statement. I love the way everything was put together. It was very very nice. Everything was in place and I think it's a good deal. I just hope the work they put out is good. It was very nicely done and done the way it should be done, and I'm happy.

Thomas Sahlin - We are happy that you're happy.

Chairman Hopson – I'm happy that you're happy.

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

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

Opposed- None

Absent- None

Abstain- None

Motion Passes

RESOLUTION 05-04-2019- RESOLUTION AWARDING A CONTRACT FOR MODERNIZATION OF ELEVATOR AT NJ 7-7 ROBINSON TOWERS TO CESCO ELEVATOR SVC., CO., INC., IN THE AMOUNT OF \$383,801.00, SUBJECT TO LEGAL COUNSEL OPINION.

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

Commissioner Torre - These elevators are going to be newly built, not replaced correct?

Thomas Sahlin - Yes, the cabs for the most part, the style is going to be mostly untouched. It's the mechanicals and we will be addressing the dependability and reliability of the elevators so we don't have to have constant service calls. It's going to go all the way from the mechanical room, all the various components in the elevator shaft are going to be repaired and replaced.

Commissioner Torre - So all of the working parts are going to be replaced?

Thomas Sahlin - Correct.

Commissioner Torre - And what's the time line?

Commissioner Torre - I believe it's no longer than 270 total, as per the contract. It will be done before that. It's just the time line set aside for it.

Commissioner Troppoli - This was on another topic when we were talking about the exterior lighting where there was an additional fee because their prices went up for the equipment and we agreed to it because it was a reasonable request. Is the quote for the \$383,801.00 that's it, it won't be more than \$383,801.00? It's not to exceed, that's the full price, no more?

Thomas Sahlin - Yes.

Commissioner Troppoli - Ok, thank you.

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

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

Opposed- None

Absent- None

Abstain- None

Motion Passes

RESOLUTION 05-05-2019- RESOLUTION AUTHORIZING THE AMENDMENT OF THE CONTRACT BETWEEN THE ASBURY PARK HOUSING AUTHORITY AND AA ELECTRIC INC. FOR INSTALLATION OF EXTERIOR LIGHTING AT NJ 7-7 ROBINSON TOWERS.

(Acceptance of this Resolution was moved by Commissioner Brown, seconded by Commissioner Troppoli.)

Commissioner Torre -- This is the lighting outside?

Thomas Sahlin - The light fixtures that are outside of this building.

Commissioner Torre - Just this building?

Thomas Sahlin - Right, because Cornstock and Lumley have already been done. Under the Safety and Security Grant the plan was to get Robinson Towers done. Yet, the contract that was awarded to Sodone's that did the other two buildings didn't include Robinson Towers for some reason and we addressed that. So Robinson Towers is getting done as well. The board approved the price proposal and contract in March 2019. So, in that time we did receive correspondence from our engineer that there was a change in the materials cost from the contractor. Because the work has not yet commenced, it was cleaner to do a contract amendment up front rather than doing a change order. So, either one would have been sufficient. We just figured a contract amendment would be the best way to go. The gist of this is that they have \$1960.00 increase in materials they are requesting. Taking into consideration the second lowest solicitor on this was at \$13,200.00. Even with this change, they are still the lowest bidder on this job.

Commissioner Torre - Did you say the price changed because of the specifications changed on the equipment?

Thomas Sahlin -- The cost of materials itself between the time that they put in their quotation to the time of award, their cost of materials went up.

Commissioner Torre - Ok.

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

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

Opposed- None

Absent- None

Abstain- None

RESOLUTION 05-06-2019- RESOLUTION AUTHORIZING AN AMENDMENT TO RESOLUTION 04-05-2019 WHEREIN LANGUAGE SHALL BE MODIFIED TO ACCURATELY REFLECT A REIMBURSEMENT OF OPERATING FUNDS FROM NON-FEDERAL FUNDS

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

Commissioner Brown -- Just to clarify, that is the money from Mark right?

Thomas Sahlin -- Correct. Last month, I received a call the Thursday before the board meeting from the HUD field office asking if we could put this on as an added starter. The way it was disclosed to me on the phone was that we had entered into a repayment agreement with HUD. Upon further review, I went back into the original OIG audit. It did state that we could "reimburse our operating fund from non-federal funds" rather than actually having to make a cash payment back to HUD, which is much better for us because it's an accounting entry.

Commissioner Torre - Where is the money coming from?

Thomas Sahlin - From non-federal funds. The only source of non-federal funds we have right now is Boston Way. We have a property management fee.

Commissioner Torre - How is that going to work? We have management fees where we have to pay employees and whatever else. Is that going to be enough money?

Thomas Sahlin - Yes. I had a subsequent follow up conversation with our field office to see what time period would be acceptable to them. We can go 10 or 20 years because they are not going to be waiting for a payment from us. So, they are flexible as far as the time period. I tried for 50 years and they wouldn't go for it. So, that comes out to roughly \$7,500.00 even if we went with the 10 year, we can manage it. Obviously we have a lot of things that we want to do and we don't need to be tying up funds in this but it is something that we have to address.

Commissioner Torre - I'm still not clear why we will take a total hit on this because he was convicted and he did the crime. The crime was against us and HUD. So why do we take the fall?

Thomas Sahlin - Technically his crime was against us, the Housing Authority and the State of New Jersey. The grant from the State of New Jersey was non-federal funds, therefore the decision was made back in 2015 or 2016 to pay the State back. Problem is, we used HUD money to pay back the state, which shouldn't have happened. So, now we are making good on that by repaying federal funds from non-federal funds. HUD technically doesn't care where we get it from, as long as it is non-federal. Basically we have to pay ourselves back in order to pay HUD back and it's just due to OIG recommendations and that is the only way to clear that finding or satisfy that finding.

Commissioner Torre - Like I said, we didn't endorse it, he was a criminal.

Commissioner Brown - They will go after him now. We have to do what HUD entrusts us to do.

Thomas Sahlin - Part of Mr. Holmes's sentence is that he was order to pay restitution. So we've had a few checks come from Probation. It hasn't been much about \$300.00 to \$400.00. That's technically non-federal funds. All be it, it's not a lot of money.

Commissioner Torre - The reality is, we will have a judgement against Mark.

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

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

Opposed- None

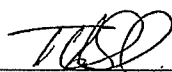
Absent- None

Abstain- None

Motion to close, moved by Chairman Hopson, seconded by Commissioner Brown.

All in favor.

Meeting Adjourned, 7:10 p.m.



Thomas Sahlin, Executive Director

6/12/19

Date

(Motion to go into Executive Session, moved by Chairman Hopson, seconded by Commissioner Brown.)