

MINUTES OF THE ASBURY PARK HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING HELD NOVEMBER 18, 2019.

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

Present:

Chairman Gregory Hopson, Sr.

Vice Chairman Frank Syphax

Commissioner Charlotte McAllister

Commissioner Donna Troppoli

Absent:

Commissioner Angeline Brown

Commissioner Carol Torre

Also Present:

Thomas Sahlin, Executive Director

Qaasim Johnson, Director of Housing

Edwin McDonald, Director of Maintenance

Jaclyn S. D'Arminio, Esq., Legal Counsel Associate

Salute to the Flag led by: Chairman Hopson

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.

PUBLIC PARTICIPATION

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

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

Opposed- None

Absent- Commissioners Brown and Torre

Abstain- None

Thomas Sahlin – As it is customary, we will open up to Public Participation. Please be advised that there is a three minute rule for speaking. Please give your name and address.

Maria Butler, Robinson Towers – Pest control issues.

Thomas Sahlin – Maintenance will follow up.

C. Ferrugia, Robinson Towers – Soap suds backing up into his kitchen sink.

Thomas Sahlin – Maintenance will also come look at it.

Gomez, Robinson Towers – No heat in unit.

Edwin McDonald – I will have someone come out and take a look at it.

Glenda Walker – Social and laundry room is locked on the weekend. Also, this place is a pig sty. Can you hire more people to help clean?

Thomas Sahlin – Ed and I will follow up. We will try to figure out what is going on with the On-Call staff and come to a solution. We may explore the option of rekeying the social and laundry room doors to be on the same key. In regards to the cleanliness of the building, we are in the process of going through some applications now. We had some turnover and are looking to fill some spots.

Annette Harrell, Asbury Park Village – The community meeting for the Boston Way was very informative. Nicole did a great job and showed a lot of compassion and I think people listened to her. She set a great example. I supported the APHA at the end of the meeting Friday because you can't say everybody is wrong all the time and they aren't doing their job because that is not the case. As many people that came out on Friday should have been here and in City Council meetings the same way. The uncleanliness of Asbury Park Village, garbage all over the grounds, and pest control. I hope all of my issues are addressed thoroughly.

Vice Chair Syphax – Thank you very much for your comments because I was just saying that the people that was not there Friday, where are they tonight. Thank you for coming in and voicing your opinion, I appreciate it.

Timothy Clayton, Asbury Park Village - The uncleanliness of Asbury Park Village, Pest control; Willing to volunteer time to help clean the grounds.

Thomas Sahlin – Thanks Tim.

(Motion to close Public Participation moved by Chairman Hopson and seconded by Commissioner Troppoli.)

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

Opposed- None

Absent- Commissioners Brown and Torre

Abstain- None

ACCEPTANCE OF THE MINUTES FOR THE REGULAR MEETING HELD OCTOBER 21, 2019.

(Approval of the minutes were moved by Commissioner Troppoli, seconded by Commissioner McAllister.)

(There were no further discussions or comments from the Board of Commissioners.)

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

Opposed- None

Absent- Commissioners Brown and Torre

Abstain- None

ACCEPTANCE OF THE MINUTES FOR THE EXECUTIVE SESSION HELD OCTOBER 21, 2019.

(Approval of the minutes were moved by Commissioner Troppoli, seconded by Commissioner McAllister.)

(There were no further discussions or comments from the Board of Commissioners.)

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

Opposed- None

Absent- Commissioners Brown and Torre

Abstain- None

RESOLUTION 11-01-2019 - RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF OCTOBER 2019, INCLUDING SECTION 8 EXPENDITURES.

(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 Board of Commissioners.)

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

Opposed- None

Absent- Commissioners Brown and Torre

Abstain- None

RESOLUTION 11-02-2019 - RESOLUTION AUTHORIZING THE ASBURY PARK HOUSING AUTHORITY SECTION 8 HOUSING CHOICE VOUCHER PROGRAM FAIR MARKET RENTS 2020

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

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

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

Opposed- None

Absent- Commissioners Brown and Torre

Abstain- None

RESOLUTION 11-03-2019 - AUTHORIZING THE ASBURY PARK HOUSING AUTHORITY (A)(B)(C)- (A) RESOLUTION AUTHORIZING ACCEPTANCE AND CONFIRMING RECEIPT OF INDEPENDENT AUDITOR'S REPORT FOR YEAR ENDING MARCH 31, 2019;(B) RESOLUTION AUTHROIZING THE HOUSING AUTHORITY OF THE CITY OF ASBURY PARK TRANSMITTAL FORM LOCAL AUTHORITIES BOARD RESOLUTION PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD;(C) RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF THE CITY OF ASBURY PARK TRANSMITTAL FORM LOCAL AUTHORITIES GROUP AFFIDAVIT FORM PRECRIBED BY THE NEW JERSEY BOARD AUDIT REVIEW CERTIFICATE

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

Commissioner Troppoli – If you can give a synopsis and start on page 4 with the financial highlights. Can you give us a basic overview on pages 4 through 6? That will be really helpful.

Thomas Sahlin - Absolutely. Financially we had a much more solid and stable year than we had in the past. We've now reduced the COCC deficit from the 2010 audit, it's been a recurring finding every year. We have reduced it to the point where we may be free of it by 3-31-2020. At this time, we actually had a slight decrease in funding for the Section 8 Program. We do believe that it will increase. We have already worked with our accountant to request some HUD held reserves for Section 8. We did have a surplus across the board for all of the sites as well the central office, as I have already covered. We are, at this time, preparing the budget for next year, taking into consideration staffing and seeing what kind of surplus we have to bring additional people on.

Commissioner Troppoli -What do you attribute the surplus to? It's probably more than one reason.

Thomas Sahlin - Many reasons. We did see some decreases in utility consumption, we had much more favorable subsidies than what we were anticipating.

Commissioner Troppoli -When you say subsidies, you mean from HUD?

Thomas Sahlin - Yes. It wasn't much better but it didn't get prorated by as much as we thought it would. This is a non-operating issue but our OPEB liability, which is Other Post-Employment Benefits, it increases every year but different rates.

Commissioner McAllister - Is that on the bottom of page 5?

Thomas Sahlin - It touches on it on page 5. We do employ an actuary to calculate those figures for us. I always attribute it to a depreciation expense, something that's not cash that we have to pay out but it does impact our financial statements. We also seen a slight increase in our Capital Budget as well. The primary factor for that is something that used to called RHF or a Replacement Housing Factor Grant that HUD would give to a Housing Authority after redeveloping one of its sites. The purpose of that primarily is to have funds to continue doing redevelopment. They've actually changed that mechanism where they put it directly into our Capital Grant, rather than having a separate grant for that. That's slightly increased from last year as well. Is there anything else specific that you would like me to touch on?

Commissioner Troppoli -The last item under "Highlights" on page 6, "The Authority's Expenditures of Federal Awards amounted to \$6 million etc. for the fiscal year 2019 as compared to \$7 million for the previous year 2018 for a decrease to \$1 million or 14%". Can you interpret that?

Thomas Sahlin – I believe that is combined between Operating and Capital. We did have some expenditures in the prior year that were attributed for demolition. That was about \$700,000.00. Obviously, we didn't do any demolition this year. It's a combination of different things. We were able to do something's in house, as compared to contracting out which saved some money, utilities went down, and all together we were more efficient.

Commissioner Troppoli -Thank you Tom.

Thomas Sahlin - Your welcome. Any other questions or comments?

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

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

Opposed- None

Absent- Commissioners Brown and Torre

Abstain- None

RESOLUTION 11-04-2019 – RESOLUTION AUTHORIZING THE ASBURY PARK HOUSING AUTHORITY TO AWARD A CONTRACT WITH O & S ASSOCIATES INC FOR “AS NEEDED” ARCHITECTURAL AND ENGINEERING SERVICE FOR ALL APHA DEVELOPMENTS FOR ONE YEAR ENDING NOVEMBER 30, 2020, WITH AN OPTION TO RENEW FOR ONE ADDITIONAL YEAR

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

Vice Chair Syphax – Who do we have on board now?

Thomas Sahlin - Our current contractor is MPE Consulting and Design.

Vice Chair Syphax – Their contract is over?

Thomas Sahlin - Their contract is in effect until November 30th, until the end of the month. As we do with most contracts, there is an option to renew but no obligation. We can go back out to bid if the contractor is not doing a good job.

Vice Chair Syphax – Once we start getting involved with Lincoln Village, they will be involved with the Lincoln Village project?

Thomas Sahlin - No, this is for the Housing Authority’s properties. The Lincoln Village Architect has not been identified just yet. That would be a separate process in and of itself.

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

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

Opposed- None

Absent- Commissioners Brown and Torre

Abstain- None

(Motion to Open Executive Session moved by Chairman Hopson, seconded by Commissioner McAllister.)

Jaclyn S. D’Arminio, Esq.– The purpose for this executive session this evening is to discuss potential litigations, as well as to discuss potential personnel matters. In addition, there will be

minutes taken which will be made available if and when the need for confidentiality is no longer required. The board may return back to public session after the conclusion of Executive Session and may act for the purposes of the awareness of the public.

Motion to Adjourn, moved by Commissioner McAllister, seconded by Commissioner Troppoli.

All in favor.

Meeting Adjourned, 7:00 p.m.

Thomas Sahlin, Executive Director

Date