

MINUTES OF THE ASBURY PARK HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING HELD JANUARY 13, 2020.

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

Present:

Chairman Gregory Hopson, Sr.

Vice Chairman Frank Syphax (Arrived at 6:35pm)

Commissioner Angeline Brown

Commissioner Charlotte McAllister (Arrived at 6:19pm)

Commissioner Carol Torre

Commissioner Donna Troppoli

Also Present:

Thomas Sahlin, Executive Director

Qaasim Johnson, Director of Housing

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

Salute to the Flag led by: Thomas Sahlin

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 Brown and seconded by Chairman Hopson.)

Ayes- Commissioners Brown, Torre, Troppoli, and Chairman Hopson

Opposed- None

Absent- Vice Chair Syphax and Commissioner McAllister

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.

D. Valentine, Robinson Towers – Consistent issues with hot water in unit.

Thomas Sahlin – Unfortunately, our Director of Maintenance is not here this evening. However, I will send a note over to Al and make sure he comes to look at the issue.

R. Miranda, Comstock Court – Pest Control Issues, Refrigerator issues, and Knobs on stove.

Thomas Sahlin – Our Pest Control Personnel follows a routine schedule and I will have someone follow up on the treatments. The refrigerator we may have to get rid of but I will have someone come over and take a look at both of your appliances.

C. McClain, Robinson Towers – Tenant Association, Gym Hours on the weekends.

Qaasim Johnson – If anyone asks, let them know that letters for the Tenant Association will be out next week.

Thomas Sahlin – The hours are from 8a – 8p. There is a \$10 one-time fee that lasts a lifetime.

G. Walker, Robinson Towers – Tenant Association, Social Room Access, Gym Hours.

Thomas Sahlin – I will follow up with our Maintenance Department because there is personnel that are responsible for opening the Social, Laundry, and Fitness rooms.

Commissioner Brown - We are going to be moving toward a better resolution as far as the residents and concerns. Once we can get more input on the Resident Counsel/Tenant Association, I think that needs to be tightened up and we are getting to take more of a positive action on that. We are going to be having more meetings.

P. Dawson, Robinson Towers – Front Door is broken, Tenant Association.

Thomas Sahlin – We will take a look at the door immediately. Also, as Mr. Johnson stated we are sending out a second round of letters next week. We need a certain amount of people to volunteer, we need a minimum amount of officers to hold an election.

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

Ayes- Commissioners Brown, McAllister, Torre, Troppoli, and Chairman Hopson

Opposed- None

Absent- Vice Chair Syphax

Abstain- None

ACCEPTANCE OF THE MINUTES FOR THE REGULAR MEETING HELD JANUARY 13, 2020.

(Approval of the minutes were moved by Chairman Hopson, seconded by Commissioner Brown.)

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

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

Opposed- None

Absent- None

Abstain- None

RESOLUTION 01-01-2020 - RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF DECEMBER 2019, INCLUDING SECTION 8 EXPENDITURES

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

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

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

Opposed- None

Absent- None

Abstain- None

RESOLUTION 01-02-2020 – RESOLUTION APPROVING THE ASBURY PARK HOUSING AUTHORITY’S FYE 3-31-2021 OPERATING BUDGET AND SUBMITTAL TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

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

Commissioner Torre – I have a question about the Maintenance salaries. According to this, it went down, \$80,000.00. What was the reason for that?

Thomas Sahlin – Temps. So, right now we are using part time temps year round. The catalyst for being able to restructure our maintenance department is having that unit turnover contract in place. With that, it allows our current staff to do is refocus them more on in units issues, work orders, and day to day maintenance, rather than unit turnover. That will reduce our alliance on part time temps. So, we will be able to have seasonal employees for landscaping and other things because we will have enough staff within the buildings to keep up with the day to day. That’s where the number dropped.

Commissioner Torre – The revenue part, there’s management and bookkeeping fees. They were put in and then taken out. Same things happens under expenses, those fees are in and then out.

Thomas Sahlin – Right, so on a consolidated budget you have different programs, Section 8 and Public Housing. Some of those fees go from Section 8 to Public Housing to the Central office. So, its standard process to, in a consolidated budget, those expenses and revenue cancel each other out because we are shifting it from one side to the other. It’s called “Inter-Program”.

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

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

Opposed- None

Absent- None

Abstain- None

RESOLUTION 01-03-2020 - RESOLUTION APPROVING THE ASBURY PARK HOUSING AUTHORITY’S FYE 3-31-2021 OPERATING BUDGET AND SUBMITTAL TO THE DEPARTMENT OF COMMUNITY AFFAIRS (DCA)

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

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

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

Opposed- None

Absent- None

Abstain- None

RESOLUTION 01-04-2020 – RESOLUTION AUTHORIZING A CONTRACT FOR VACANT UNIT TURNOVER AND RELATED SERVICES (TABLED)

Thomas Sahlin – Unfortunately, this was an error on behalf of the administrations part. We did mark this as “tabled” but that was not the correct process to follow. This resolution is in need of being broken out. Quick explanation is: We put it out, we had roughly 15-16 contractors pick it up, and only 2 contractors responded. Unfortunately, both of them were “non-conforming” bid submissions, meaning they were incomplete.

Commissioner Torre - So what do we do in that case?

Chairman Hopson - Go back out. Actually, it’s already back out. What happened was it was put as already tabled. You can only table an item at a board meeting and with a vote and that’s what was done. That’s why we are formally tabling it.

Commissioner Torre - Is this for a specific number of apartments and unit turnover in general?

Chairman Hopson - In general.

Commissioner Torre - Did we have outsiders come in and do that?

Thomas Sahlin – Yes. Up until this point we’ve enlisted the help from 3rd party contractors and we’ve stuck with our staff. Unfortunately, we are just not seeing the volume of units turned over even with the help. This time we put together a 40 page RFP for a large contractor to be able to adhere to a 10 day turnover schedule. Even with the number of contractors that did pick up, we didn’t get the responses that we needed.

Commissioner Torre - Can you send me a copy of the bids?

Thomas Sahlin – Sure, absolutely.

Commissioner Brown - I would like to see them too. Once again, I did not get a chance to go all the way through here but the different things we went out for, are they in the package?

Thomas Sahlin – The copy of the advertisement is here but not the RFP itself. So, there is nothing in the board package to vote on because we did not have enough responses.

(Motion to table and carry to next month moved by Chairman Hopson and seconded by Commissioner Brown. There were no further discussions or comments on this Resolution from the Board of Commissioners.)

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

Opposed- None

Absent- None

Abstain- None

Thomas Sahlin – Just an update: the talks have continued with the City regarding Lincoln Village. There is a deadline HUD has set, February 12, 2020. Also, there is a meeting scheduled with all parties for this coming Friday to discuss the rooftop/cell antenna issue to try to come to a solution.

Commissioner Brown - I don’t understand what you mean? A Friday meeting?

Thomas Sahlin – Between myself, our new engineers, T-Mobile and Verizon, and counsel.

Commissioner Brown - None of us?

Vice Chair Syphax - So when you talk about the roof, where are you going to be?

Thomas Sahlin – Here in the administrative office.

Commissioner Brown - What time?

Chairman Hopson - You're more than welcome to be at that meeting if you like to.

Thomas Sahlin – Friday, 2pm. No more than 3 Commissioners can be there, as long as we do not have a quorum.

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

All in favor.

Meeting Adjourned, 6:45 p.m.

Thomas Sahlin, Executive Director

Date