

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office

107 Throckmorton Street

Freehold, NJ 07728

February 2, 2022 at 5:00 p.m.

-TELE-CONFERENCE-

NEW JERSEY OPEN PUBLIC MEETING ACT NOTICE

As required by NJSA 10:4-6 et.seq. known as the Open Public Meetings Act, adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the Borough of Freehold by preparing an Annual Notice dated December 2, 2021 setting forth the date, time and place of this meeting. Said notice was published in the local newspapers of record and posted on the Authority's website.

ROLL CALL

APPROVAL OF MINUTES for January 5, 2022

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the February 2, 2022 meeting:

787-22 Resolution for the Approval of the Payment of Invoices dated 2-2-2022

788-22 Resolution approving the final submission of 2022 Budget to the State

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, March 2, 2022 by tele-conference

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
January 5, 2022 at 5:00 p.m. – Regular Meeting**

Executive Director Joseph M. Billy, Jr. called the meeting to order at 5:00 p.m. in the Administrative Office of the Freehold Borough Housing Authority. The following Commissioners were present: Commissioner William Cannon, Commissioner Ruthann Broxmeyer, Commissioner Susan Sweetman, Commissioner Stella Mayes, Commissioner Meg Thomann and Commissioner Erica Woods. Also, present were Executive Director Joseph M. Billy, Sharon Whetzler, and Attorney Peter C. Lucas.

Commissioners that were excused: None

Executive Director Joseph M. Billy, Jr. read the Open Public Meetings Act Notice, “Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the Borough of Freehold by preparing a Notice dated December 2, 2021, setting forth the date, time and place of this meeting”.

THE MINUTES OF THE December 1, 2021 MEETING: Commissioner Sweetman motioned and seconded by Commissioner Mayes to approve the Minutes. The roll call was unanimous and the minutes were approved.

ATTORNEY REPORT: Mr. Lucas reported that he has prepared a Contract Agreement with an in-house labor vendor.

Mr. Lucas reported that the Courts are now hearing non-payment of rent cases.

REPORT OF THE EXECUTIVE DIRECTOR:

At this time, Mr. Billy, Executive Director reported on the following topics:

Mr. Billy reported that the Board members received in their monthly package an updated Treasurer report as of November 30, 2021. Mr. Billy reported that the Housing Authority finance continue to be solid as reported in their package.

Mr. Billy reported that the Board received in their package an updated vacancy report as of November 30, 2021. The Housing Authority currently has 1 vacant unit at the senior location and 4 vacant units at the family site. Mr. Billy reports that we are moving in the right direction and that Ms. Whetzler continues to schedule interviews for potential tenants and accept new application.

Mr. Billy reported that the Board received in their package a synopsis of the recent proposals received on December 15, 2021 regarding Professional Services. Mr. Billy requested that the Board move forward and renew each contract.

RESOLUTION #783-22: Commissioner Sweetman motioned and seconded by Commissioner Mayes to approve the list of bills presented for payment dated January 5, 2022. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #784-22: Commissioner Thomann motioned and seconded by Commissioner Sweetman approving Professional Fee Accountant Services to Thomas Furlong for the period of February 1, 2022 to January 31, 2023. The roll call was unanimous.

RESOLUTION #785-22: Commissioner Woods motioned and seconded by Commissioner Thomann approving Professional Legal Services to the Law Offices of Peter C. Lucas for the period of March 1, 2022 to February 28, 2023. The roll call was unanimous.

RESOLUTION #786-22: Commissioner Mayes motioned and seconded by Commissioner Sweetman approving Professional Auditing Services to Mr. Francis McConnell to conduct the 2021 Financial Audit. The roll call was unanimous.

TENANT ISSUES: At this time, Commissioner Broxmeyer inquired about the situation with the senior laundry room. Mr. Billy reported that the Housing Authority is working on receiving proposals for new washers and dryers. Mr. Billy reported that the Housing Authority will go to a cash debit card system eliminating coins.

COMMISSIONER COMMENTS: Commissioner Sweetman inquired about the Housing Authority's safety proto-call regarding working smoke detectors. Mr. Billy informed the Board that the Housing Authority conduct their own inspection and also relies on the tenant calling the office when the detector requires a new battery. At this time, Mr. Lucas noted that a safety warning notice should go to the tenant regarding the importance of the smoke detectors.

PUBLIC COMMENTS: At this time, Mr. Peter C. Lucas thanked the Board of Commissioners for reaffirming his contract for another year.

There being no further business before the Board, Commissioner Mayes motioned and seconded by Commissioner Sweetman to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:28 p.m.

Respectfully submitted,
Joseph M. Billy, Jr., Executive Director