

## AGENDA

### FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office

107 Throckmorton Street

Freehold, NJ 07728

March 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

ELECTION OF OFFICERS

APPROVAL OF MINUTES for February 2, 2022

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

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

789-22 Resolution for the Approval of the Payment of Invoices dated 3-2-2022

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, April 6, 2022

**MINUTES OF THE  
FREEHOLD BOROUGH HOUSING AUTHORITY  
February 2, 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 Stella Mayes, Commissioner Meg Thomann and Commissioner Erika Woods. Also, present were Executive Director Joseph M. Billy, Sharon Whetzler, and Attorney Peter C. Lucas.

Commissioners that were excused: Commissioner Sweetman

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 January 5, 2022 MEETING: Commissioner Mayes motioned and seconded by Commissioner Woods to approve the Minutes. The roll call was unanimous and the minutes were approved.

ATTORNEY REPORT: Mr. Lucas reported that his office continues to work with the Housing Authority in preparation of a Contract Agreement with an in-house labor vendor.

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 December 31, 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 December 31, 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.

RESOLUTION #787-22: Commissioner Broxmeyer motioned and seconded by Commissioner Mayes to approve the list of bills presented for payment dated February 2, 2022. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #788-22: Commissioner Mayes motioned and seconded by Commissioner Broxmeyer to approved the final adoption of the 2022 Budget to the State for their review and approval. The roll call was unanimous.

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

However, at this time Mr. Billy reported that there is a secondary issue to upgrading the laundry room. The sump pumps which pump the water (washers, sinks, toilets that are below ground level) out of the building are currently being operated manually due to numerous leaks in the basement area. Mr. Billy advised the Board that the Housing Authority is currently obtaining price quotes on repairing or replacing (due to age). Mr. Billy noted that this work would need to be complete prior to installing new laundry equipment.

COMMISSIONER COMMENTS: None at this time.

PUBLIC COMMENTS: None at this time.

There being no further business before the Board, Commissioner Mayes motioned and seconded by Commissioner Woods to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:10 p.m.

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