

**AGENDA FOR THE REGULAR MEETING  
OF THE HOUSING AUTHORITY OF THE BOROUGH  
OF FREEHOLD HELD ON AUGUST 6, 2014**

**PUBLIC SESSION**

**Approval of minutes**

**Approval of bills & vouchers**

**Accountant: no report**

**Resolutions: 2013 Audit Report  
Renew JIF Services - 1/1/2015 to 12/31/2017  
Bed Bug Policy**

**Attorney Report:**

**Executive Director: REAC Management Assessment  
REAC Physical Assessment  
Roof Replacement at site 69-1  
N.J.A.H.R.A. Conference – 9/28 – 9/30**

**Tenant Issues:**

**Public Comments:**

Minutes regarding the Public Session of the Housing Authority of the Borough of Freehold held on August 6, 2014. A motion was duly made by Commissioner Sims and seconded by Commissioner Mayes that the Board members precede into open Public Session.

PRESENT: Commissioner Sweetman, Kelder, Mayes, Sims

EXECUSED: Commissioner Peace, McDaniel, Cardenas

ALSO PRESENT: Joseph Billy, Sharon Whetzler, Ms. Lourdes Lucas

**APPROVAL OF MINUTES:** Chairwoman Sweetman inquired if there were any questions pertaining to the minutes. There being none, a motion was duly made by Commissioner Mayes and seconded by Commissioner Sims to accept minutes as read. Chairwoman Sweetman called for a vote:

AYES: Commissioner Sweetman, Kelder, Mayes, Sims

NAYS: None

ABSENT: Commissioner Peace, McDaniel, Cardenas

ABSTAIN: None

**APPROVAL OF BILLS & VOUCHERS:** Chairwoman Sweetman inquired if there were any questions pertaining to the list of bills presented for payment. There being none, a motion was duly made by Commissioner Sims and seconded by Commissioner Mayes to accept all bills for payment for the month of June. A motion was duly made by Commissioner Kelder and seconded by Commissioner Mayes to accept all bills for payment for the month of July. Chairwoman Sweetman called for a vote:

AYES: Commissioner Sweetman, Kelder, Mayes, Sims

NAYS: None

ABSENT: Commissioner Peace, McDaniel, Cardenas

ABSTAIN: None

**ACCOUNTANT REPORT:** No report.

**RESOLUTION #597:** At this time, Mr. Billy, Executive Director requested a resolution be adopted certifying the Independent Audit for the fiscal year ending December 31, 2013 as prepared by the firm of Lawson, Rescinio, Schibell and Associates has been received and personally reviewed. Mr. Billy informed the Board that the report shows no findings. After a brief discussion, a motion was

duly made by Commissioner Kelder and seconded by Commissioner Mayes to accept and certify the Independent Audit for the fiscal year ending December 31, 2013. Chairwoman Sweetman called for a vote:

AYES: Commissioner Sweetman, Kelder, Mayes, Sims  
NAYS: None  
ABSENT: Commissioner Peace, McDaniel, Cardenas  
ABSTAIN: None

**RESOLUTION #598:** At this time, Mr. Billy, Executive Director requested a resolution be adopted approving the Freehold Housing Authority membership renewal with the New Jersey Public Housing Authority Joint Insurance Fund (NJPHA-JIP) for a three year period of January 1, 2015 due to expire on December 31, 2017. After a brief discussion, a motion was duly made by Commissioner Sims and seconded by Commissioner Mayes to renew the Housing Authority's insurance membership. Chairwoman Sweetman called for a vote:

AYES: Commissioner Sweetman, Kelder, Mayes, Sims  
NAYS: None  
ABSENT: Commissioner Peace, McDaniel, Cardenas  
ABSTAIN: None

**RESOLUTION #599:** At this time, Mr. Billy, Executive Director requested a resolution be adopted approving the Bed Bug Policy as distributed and reviewed. Mr. Billy informed the Board that the Housing Authority has had some issues with bed bugs and is in need of a Policy for both new move ins and existing residents. After a brief discussion, a motion was duly made by Commissioner Kelder and seconded by Commissioner Mayes to accept the Policy with additional language (violation of lease and signature page) added to the Policy. Chairwoman called for a vote:

AYES: Commissioner Sweetman, Kelder, Mayes, Sims  
NAYS: None  
ABSENT: Commissioner Peace, McDaniel, Cardenas  
ABSTAIN: None

**ATTORNEY REPORT:** Ms. Lucas reported that it has been quiet at the Housing Authority. Mr. Robles/Ms. Vera will be vacating the apartment unit effective August 11, 2014. All re-payment agreements are in compliance.

**EXECUTIVE DIRECTOR REPORT:** Mr. Billy reported that the HUD REAC Physical inspection was conducted on June 5<sup>th</sup>. Mr. Miquel Feliciano, On-Site Maintenance and staff had been hard at work to completing level 3's and 2's deficiencies that were noted from the pre-REAC inspector. Mr. Billy reported that the Housing Authority scored an 84.

Mr. Billy reported on the HUD Management Assessment report as distributed and reviewed, whereas HUD has designated the Housing Authority as Substandard. Mr. Billy informed the Board that the Housing Authority scored a 79 due to the high vacancy rate and the collection of tenants account receivable for the fiscal year ending December 31, 2013. Mr. Billy informed the Board that the Housing Authority would have to submit to HUD for their review and approval a Action Plan on how the Housing Authority would correct these deficiencies. Mr. Billy noted that the Housing Authority has been experiencing a high vacancy and at the end of December the Housing Authority had a high rent collection which has been improved.

Mr. Billy reported that the roof (18 years old) at the senior location is in dire need of replacement. Mr. Billy informed the Board that water has begun seeping into the stairwell during heavy downpours. Mr. Billy reported that he would contact Aparri Engineers who currently holds the A/E contract to prepare specification for replacement.

Mr. Billy informed the Board that the N.J.A.H.R.A. Conference will be held on September 28<sup>th</sup> through September 30<sup>th</sup> in Atlantic City. Anyone wishing to attend should contact Sharon for additional information.

**COMMISSIONER COMMENTS:** No comments at this time.

**GUEST SPEAKER:** No one at this time.

**PUBLIC COMMENTS:** The meeting was opened for public comments, the following issues were discussed: No comments were made – no one in attendant.

There being no further business to come before the Board, after a motion duly made by Commissioner Kelder and seconded by Commissioner Mayes the meeting was adjourned at 5:50 p.m.

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Joseph M. Billy, Jr., Secretary