

**AGENDA FOR THE REGULAR MEETING  
OF THE HOUSING AUTHORITY OF THE BOROUGH  
OF FREEHOLD HELD ON JANUARY 8, 2014**

**PUBLIC SESSION**

**Approval of minutes**

**Election of Officers**

**Approval of bills & vouchers**

**Accountant:**

**Resolutions:                    Write Off Tenants Account Receivable for \$525  
2014 Board of Commissioner Meeting Schedule**

**Attorney Report:            None**

**Executive Director:        Annual Breakfast – January 26<sup>th</sup>  
RAD Application  
By-Laws  
Request for Proposals due January 14<sup>th</sup> for:  
  Legal  
  Auditing  
  Accounting**

**Tenant Issues:**

**Public Comments:**

Minutes regarding the Public Session of the Housing Authority of the Borough of Freehold held on January 8, 2014. A motion was duly made by Commissioner Peace and seconded by Commissioner McDaniel that the Board members precede into open Public Session.

PRESENT: Commissioner Sweetman, Peace, Kelder, Mayes, Cardenas, McDaniel

EXECUSED: None

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 Peace and seconded by Commissioner Mayes to accept minutes as read. Chairwoman Sweetman called for a vote:

AYES: Commissioner Sweetman, Peace, Kelder, Mayes, Cardenas, McDaniel

NAYS: None

ABSENT: None

ABSTAIN: None

**ELECTION OF OFFICERS:** At this time, Mr. Billy, Executive Director, informed the Board as per the By-Laws of the Housing Authority's election of officers must be carried out for the 2014 fiscal year. Mr. Billy inquired if there were any nomination for Chairperson. At this time, Commissioner Kelder nominated Commissioner Sweetman at Chairperson seconded by Commissioner Peace. Mr. Billy inquired if there were any nomination for Vice-Chairperson. At this time, Commissioner McDaniel nominated Commissioner Peace seconded by Commissioner Cardenas. Therefore, Mr. Billy congratulated Commissioner Sweetman as the 2014 Chairperson and Commissioner Peace as the 2014 Vice-Chairperson. Mr. Billy called for a final vote:

AYES: Commissioner Sweetman, Peace, Kelder, Mayes, Cardenas, McDaniel

NAYS: None

ABSENT: None

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 McDaniel and seconded by Commissioner Mayes to accept all bills for payment. Chairwoman Sweetman called for a vote:

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

**ACCOUNTANT REPORT:** No report.

**RESOLUTION #587:** Mr. Billy requested a resolution be adopted regarding the write off of tenants account receivables in the amount of \$525.00 as uncollected rents. Ms. Whetzler reported that the amount represents a former tenant (McGowan) who has been placed in nursing home care. After a brief discussion, a motion was duly made by Commissioner Cardenas and seconded by Commissioner Kelder to write off \$525.00 as uncollected rent. Mr. Billy called for vote:

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

**RESOLUTION #588:** At this time, Mr. Billy requested a resolution be adopted regarding the 2014 Board of Commissioners scheduled meeting calendar. After a brief discussion, a motion was duly made by Commissioner Cardenas and seconded by Commissioner Mayes to accept the 2014 Board of Commissioners meeting calendar as read. Mr. Billy called for vote:

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

**ATTORNEY REPORT:** No report at this time.

**EXECUTIVE DIRECTOR REPORT:** Mr. Billy reported that the Housing Authority's RAD Application was electronically submitted on December 24, 2013. Mr. Billy informed the Board that HUD is currently funding only 60,000 units and possibility an additional 100,000 units to be added in 2014.

At this time, Mr. Billy asked the Commissioner to review the By-Laws package that has been distributed. Mr. Billy informed the Commissioners that the original By-Laws were adopted back in January 1967. After a review, Mr. Billy informed the

Board that there are several updated changes to be made as noted on their copy. Mr. Billy asked that the Commissioners review for comments and adoption at the February 5, 2014 meeting.

Mr. Billy informed the Board that Ms. Whetzler has advertised and mailed several Professional Proposals for Legal, Auditing and Accounting. Proposals are due on January 14<sup>th</sup>.

As reminder to the Board the Annual Brunch will be held on Sunday, January 26<sup>th</sup> at 11:00 at the Colts Neck Inn. Ms. Whetzler will confirm attendance on or before January 22<sup>nd</sup>.

**COMMISSIONER COMMENTS:** At this time, Commissioner Sweetman wished to report that at the Borough's 2014 Reorganization, Commissioner McDaniel was appointed to a new 5-year term and that Mr. Reginald Sims was appointed to a 2-years term as the Mayor's appointee to fill the vacant seat of Patrick McMorrow.

At this time, Commissioner McDaniel wished to extend her thanks to the Board for their cooperation, patience and understanding during the absence time she needs to care for Mr. McDaniel.

**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 McDaniel and seconded by Commissioner Cardenas the meeting was adjourned at 5:40 p.m.

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Joseph M. Billy, Jr., Secretary