

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office

107 Throckmorton Street

Freehold, NJ 07728

January 6, 2016 at 5:00 p.m. – Regular Meeting

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, 2015 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 OF December 2, 2015

ELECTION OF OFFICERS for 2016

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS

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| 627-16 | Resolution requesting Approval of the Payment of Invoices dated 1-6-16 |
| 628-16 | Appointing 2016 JIF Fund Commissioner |
| 629-16 | Submission of 2016 Operating Budget to HUD |
| 630-16 | Final submission of 2016 State Budget |
| 631-16 | Employee salary adjustment |
| 632-16 | Executive Director extended contract |

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, February 3, 2016

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
January 6, 2016**

Chairperson Susan Sweetman 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: Chairperson Susan Sweetman, Commissioner Veronica Masi, Commissioner Frances McDaniel, Commissioner Lazaro Cardenas and Commissioner Stella Mayes. Also present were Joseph M. Billy, Jr., Executive Director, Sharon Whetzler, Mr. Thomas Furlong , Fee Accountant and Ms. Lourdes Lucas, Attorney.

Commissioners that were absent: Commissioner George Kelder and Commissioner Reginald Sims

Chairperson Susan Sweetman 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 an Annual Notice dated December 2, 2015, setting forth the date, time and place of this meeting. Said notice was published in the local newspaper for circulation and posted on the Authority's website.

THE MINUTES OF THE December 2, 2015 MEETING: Commissioner McDaniel motioned and seconded by Commissioner Mayes to approve the Minutes. The roll call was unanimous with Commissioner Cardenas abstaining and the minutes were approved.

ELECTION OF OFFICERS: Mr. Billy, Executive Director informed the Board as per the By-Laws of the Housing Authority, election of officers must be carried for the 2016 fiscal year. At this time, Commissioner McDaniel nominated Commissioner Sweetman as Chairperson seconded by Cardenas. Commissioner Cardenas nominated Commissioner Mayes as Vice-Chairperson who withdrew from the nomination. At this time, Commissioner Sweetman nominated Commissioner Sims as Vice-Chairperson seconded by Commissioner McDaniel. Commissioner Sweetman and Commissioner Sims were congratulated on their 2016 nominations. Mr. Billy called for a final vote:

AYES: Commissioner Sweetman, McDaniel, Masi, Cardenas, Mayes
NAYS: None

ATTORNEY REPORT: Ms. Lucas reported that the former tenants of 16-6 made a payment in December toward their rent arrears, but has not yet to sign and return the Repayment Agreement.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

Remediation in Building 18 is completed and cleared by All Risk, Inc. Mr. Billy reported a claim of \$18,000+ has been submitted to the insurance company for the reimbursement of relocating two families into the hotel. Mr. Billy informed the Commissioners that the Housing Authority will enlarge the air vents and install an additional sump pump with an alarm system in the crawl space area.

Mr. Billy reported that he received a Memorandum of Understanding (MOU) from Greystone and has forwarded to Ms. Lucas for legal counsel review. Mr. Billy also continues his monthly phone calls with HUD.

RESOLUTION #627-16: Commissioner Cardenas motioned and seconded by Commissioner McDaniel to approve the list of bills presented for payment dated January 6, 2016. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #628-16: Commissioner Cardenas motioned and seconded by Commissioner Mayes to appoint Ms. Sharon Whetzler as the Fund Commissioner to Joint Insurance Fund. The roll call was unanimous.

RESOLUTION #629-16: Commissioner Cardenas motioned and seconded by Commissioner Mayes to submit the 2016 Operating Budget to HUD for their review. The roll call was unanimous.

RESOLUTION #630-16: Commissioner McDaniel motioned and seconded by Commissioner Cardenas to submit the final adoption of the 2016 Budget to the State of New Jersey for their review and approval. The roll call was unanimous.

RESOLUTION #631-16: Commissioner McDaniel motioned and seconded by Commissioner Masi to approve a salary adjustment to full time staff. The roll call was unanimous.

RESOLUTION #632-16: Commissioner Cardenas motioned and seconded by Commissioner Masi to extend the Executive Director, Mr. Joseph M. Billy, Jr. contract. The roll call was unanimous.

TENANT ISSUES:

No Issues reported.

PUBLIC COMMENTS:

None at this time.

COMMISSIONER COMMENTS:

At this time, Commissioner Sweetman inquired about the date of Sunday, January 31, 2016 at 11:00 for the Housing Authority Annual Brunch at the American Hotel. All were in agreement to the date and time for the Annual Brunch.

There being no further business before the Board, Commissioner McDaniel motioned and seconded by Commissioner Cardenas to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:55 p.m.

Respectfully submitted,

Joseph M. Billy, Jr., Executive Director