

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

**Administrative Office
107 Throckmorton Street
Freehold, NJ 07728
May 5, 2021 at 5:00 p.m.**

-TELECONFERENCE-

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 8, 2020 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 April 7, 2021

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the May 5, 2021 meeting:

770-21 Resolution for the Approval of the Payment of Invoices dated 5-5-2021

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, June 2, 2021

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
April 7, 2021 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 (via-telecommunication): Commissioner William Cannon, Commissioner Ruthann Broxmeyer, Commissioner Susan Sweetman, Commissioner Erika Woods and Commissioner Meg Thomann. Also, present were Executive Director Joseph M. Billy, Sharon Whetzler, and Attorney Peter Lucas.

Commissioners that were excused: Commissioner Stella Mayes

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 8, 2020, setting forth the date, time and place of this meeting”.

At this time, Executive Director Joseph M. Billy sworn in the newly returned Susan Sweetman as Commissioner to the Freehold Housing Authority. On behalf of the Board of Commissioners and the Housing Authority staff we welcome you back.

THE MINUTES OF THE March 3, 2021 MEETING: Commissioner Woods motioned and seconded by Commissioner Thomann to approve the Minutes. The roll call was 4 ayes and 1 abstain (Sweetman) to approve the minutes.

ATTORNEY REPORT: At this time, Mr. Peter Lucas welcomed Susan Sweetman back onto the Board of Commissioners.

Mr. Lucas updated the Commissioners regarding the personal litigation case whereas in a month or so that outside counsel would be taking depositions.

Mr. Lucas would like to congratulate Mr. Billy and Ms. Whetzler for handling all tenant matters during this pandemic regarding no tenancy court.

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 February 28, 2021. Mr. Billy reported that the Housing Authority finance continue to be solid as reported in their package.

Mr. Billy also reported that the Board received in their package an updated vacancy report as of February 28, 2021. The Housing Authority currently has 5 vacant units at the senior location with a move in on or about March 15th and 5 vacant units at the family site. Mr. Billy reported that Ms. Whetzler continues to accept applications, update current applicants and schedule interviews for potential tenants.

Mr. Billy reported that the Housing Authority has gone out for cost three times regarding termite damages in Building 115, Apt. 10. As you may recall the first proposal was over the bidding threshold, the second bid was one bidder with a base cost of \$43,372 and the third bid received one bid proposal from RJ Michaels & Company on March 29, 2021 with their base bid cost of \$43,372 with additional cost for the extra three components. After a discussion with the Architect, Mr. Billy is recommending to the Board of Commissioners that the architect be able to negotiate with the contractor to a lower reasonable the cost.

Mr. Billy advised the Board that a Resolution was on the agenda to revise the Fund Commissioner in the New Jersey Joint Insurance Fund (NJJIF). Mr. Billy reported that he would be the newly appointed Fund Commissioner effective immediately. Commissioner Sweetman stated that it is in the best interest of the Housing Authority to have a fully involve representative.

RESOLUTION #768-21: Commissioner Woods motioned and seconded by Commissioner Sweetman to approve the anticipated list of bills presented for payment dated March 7, 2021. The roll call was unanimous. The bills were approved for payment. At this time, Commissioner Thomann inquired about the estimate/actual cost of monthly bills that they do not equal to the monthly treasurer report. Mr. Billy explained that the list of bills in the monthly packet is anticipated bills and that they are guessed a week prior to the Board meeting. Monthly actual bill list is available in the office after the regular Board meeting. Commissioner Thomann asked if the anticipated bill list could be total at the end.

RESOLUTION #769-21: Commissioner Sweetman and seconded by Commissioner Broxmeyer to amend the Fund Commissioner of the New Jersey

Joint Insurance Fund (NJJIF) to Mr. Joseph M. Billy, Jr., Executive Director. The roll call was unanimous.

TENANT ISSUES: None at this time.

COMMISSIONER COMMENTS: None at this time.

PUBLIC COMMENTS: None at this time.

There being no further business before the Board, Commissioner Broxmeyer motioned and seconded by Commissioner Woods to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:19 p.m.

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