

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office

107 Throckmorton Street

Freehold, NJ 07728

November 3, 2021 at 5:00 p.m.

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 October 6, 2021

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the November 3, 2021 meeting:

778-21 Resolution for the Approval of the Payment of Invoices dated 11-3-2021

779-21 Resolution approving the 2022 Board Meeting Schedule

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, December 1, 2021

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
October 6, 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 Stella Mayes, Commissioner Erica Woods and Commissioner Meg Thomann. Also, present were Executive Director Joseph M. Billy, Sharon Whetzler, and Attorney Peter C. Lucas.

Commissioners that were excused: None

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”.

THE MINUTES OF THE September 1, 2021 MEETING: Commissioner Sweetman motioned and seconded by Commissioner Mayes to approve the Minutes. The roll call was unanimous and the minutes were approved.

ATTORNEY REPORT: Mr. Lucas reported that the judgement case for pay off of \$5,728.75 from a non-payment of rent case is no longer expected since the real estate closing did not happen.

Mr. Lucas reported that his office continues to work on other tenant issues.

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 August 31, 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 August 31, 2021. The Housing Authority currently has 1 vacant unit at the senior location and 5 vacant units at the family site. Mr. Billy reports that the Housing Authority continues to accept application and that Ms. Whetzler continues to schedule interviews for potential tenants.

At this time, Mr. Billy requested a Resolution be approved following a change order request in the amount of \$6,417.00 for additional activity damage not visible under the closet and stair well flooring. Mr. Billy informed the Board that with the additional cost the contract now stands at \$48,789 and expected to be completed in 30 days. At this time, Mr. Lucas reported that he had reviewed the letter from the Architect who notes that the additional repairs are critical and structurally recommended in order to move a family in safely.

RESOLUTION #776-21: Commissioner Woods motioned and seconded by Commissioner Mayes to approve the list of bills presented for payment dated October 6, 2021. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #777-21: Commissioner Woods motioned and seconded by Commissioner Sweetman to approve the Change Order #1 regarding the contract of R.J. Michaels Co., Inc. for the additional scope of construction work involved in the termite damage. The roll call was unanimous. The Change Order #1 was approved.

TENANT ISSUES: None at this time.

COMMISSIONER COMMENTS: At this time, Commissioner Sweetman inquired about payment to the plumber regarding a sewer issue outside the apartment unit under construction contract. Mr. Billy reported that he was onsite where the main underground 4" sewer line collapsed and that the existing copper pipe cut like butter to make for a 12' repair.

At this time, Commissioner Thomann inquired about when (if possible) would we be able to meet in person. At this time, everyone agreed to meet in November in the Community Room of the Housing Authority.

PUBLIC COMMENTS: None at this time.

At this time, Mr. Billy, Executive Director would like to congratulate Commissioner Woods in receiving her Certificate from Rutgers for her completion of her Commissioner Training Courses.

There being no further business before the Board, Commissioner Mayes motioned and seconded by Commissioner Thomann to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:22 p.m.

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