

## **AGENDA**

### **FREEHOLD BOROUGH HOUSING AUTHORITY**

**Administrative Office**

**107 Throckmorton Street**

**Freehold, NJ 07728**

**October 6, 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 September 1, 2021**

**ATTORNEY REPORT**

**EXECUTIVE DIRECTOR REPORT**

**RESOLUTIONS dated for approvable at the October 6, 2021 meeting:**

776-21 Resolution for the Approval of the Payment of Invoices dated 10-6-2021

777-21 Resolution adopting change order #1 to the contract of R.J. Michaels Co.,Inc.

**TENANT ISSUES**

**PUBLIC COMMENTS**

**ADJOURNMENT**

**NEXT MEETING DATE:                      Wednesday, November 3, 2021**

**MINUTES OF THE  
FREEHOLD BOROUGH HOUSING AUTHORITY  
September 1, 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 August 4, 2021 MEETING: Commissioner Sweetman motioned and seconded by Commissioner Woods 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 expected in September.

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 July 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 July 31, 2021. The Housing Authority currently has 1 vacant unit at the senior location after the two move ins after August 1, 2021 and 5 vacant units at the family site with 1 move in after September 1, 2021. Mr. Billy reported that Ms. Whetzler continues to schedule interviews for potential tenants.

Mr. Billy reported a pre-construction meeting was held with RJ Michaels & Company. During the meeting, a start date was decided upon that on or about September 7, 2021 based on the availability of construction materials.

Mr. Billy reported that a discussion with Sharon was held concerning the Housing Authority monthly bill list. Mr. Billy informed the Board that there will no longer be +/- on the bill list and that all vendors should provide their invoices in a timely manner.

Mr. Billy informed the Board that depositions were taken on August 31, 2021 regarding the incident of 10/2017 whereas the bird bath tipped over injuring a young child.

RESOLUTION #775-21: Commissioner Broxmeyer motioned and seconded by Commissioner Woods to approve the list of bills presented for payment dated September 1, 2021. The roll call was unanimous. The bills were approved for payment.

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 Sweetman motioned and seconded by Commissioner Mayes to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:10 p.m.

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