

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office

107 Throckmorton Street

Freehold, NJ 07728

April 4, 2018 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 6, 2017 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 August 2, November 8, December 6, 2017, January 3, and February 7, 2018 – (March 7, 2018-canceled due to lack of quorum)

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTION dated for approvable at the April 4, 2018 meeting

697-18 Resolution for the Approval of the Payment of Invoices dated 3-7-2018

698-18 Resolution for the Approval of the Payment of Invoices dated 4-4-2018

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, May 2, 2018

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
April 4, 2018**

Executive Director Joseph M. Billy 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: Commissioner Reginald Sims, Commissioner William Cannon, Commissioner Ruthann Broxmeyer, and Commissioner Erika Woods. Also present were Joseph M. Billy, Jr., Executive Director, Attorney Peter C. Lucas, and Sharon Whetzler.

Commissioners that were excused: Commissioner Stella Mayes, Commissioner Lazaro Cardenas

Executive Director Joseph M. Billy 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 6, 2017, 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.

At this time, Mr. Billy, Executive Director introduced and welcomed to the Board our new duly appointed Commissioners Ms. Ruthann Broxmeyer and Ms. Erika Woods. Also, Mr. Billy congratulated Commissioner Sims for his newly appointed 4-year term. At this time, Mr. Billy sworn in Commissioner Broxmeyer, Woods and Sims as Commissioners to the Freehold Housing Authority.

THE MINUTES OF THE February 7, 2018 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and were not present for tonight’s vote.

THE MINUTES OF THE January 3, 2018 MEETING: Commissioner Cannon motioned and seconded by Commissioner Broxmeyer to approve the Minutes. The roll call was unanimous and the minutes were approved.

THE MINUTES OF THE December 6, 2017 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and were not present for tonight’s vote.

THE MINUTES OF THE November 8, 2017 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and were not present for tonight's vote.

THE MINUTES OF THE August 2, 2017 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and are not present for tonight's vote.

ATTORNEY REPORT: Mr. Lucas reported that a search for a former tenant who moved owing the Housing Authority has been located in Lakewood, Ocean County. Mr. Lucas reported that the Monmouth County Courts are requesting that we file in Ocean County for said monies owed to the Housing Authority. Mr. Lucas stated it would be an inconvenience to the Housing Authority staff to file out of jurisdiction and shall refile claim in Monmouth County. Mr. Lucas informed the Board that the Tenancy Court is behind schedule in court matters.

Mr. Lucas reported that his office is still waiting payment of \$900.00 from Standard Waste Management of New Brunswick. Mr. Lucas stated that his office is preparing the final step in issuing an Information Subpoena in hope that payment would be received.

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 package an updated Treasurer report and Vacancy report as of February 28, 2018. Mr. Billy reported that the Housing Authority finance remain healthy as reported in their package. However, the Housing Authority did tap into its reserve of \$56,000 for the Sewer Line/Sidewalk Replacement on the family site creating a very tight 2018 expense level outside of boiler and/or roof repairs.

Mr. Billy reported that the Housing Authority moved 3 applicants in effective March 1, 2018 and received 3 move outs effective March 31 and April 30, 2018. The Housing Authority continues to notify and interview potential applicants for its vacant units and currently accepting applications for seniors 62 years of age and older, and families that would qualify for a 3-bedroom unit.

Mr. Billy reported that maintenance did an excellent job keeping the sidewalks and parking lots clear during all our winter snow.

Mr. Billy mentioned to the Board that in their package was current information regarding the Annual Conference & Trade Show to be held on May 21st – May 23rd at the Tropicana in Atlantic City. Those wishing to attend should contact Ms. Sharon Whetzler immediately.

RESOLUTION #697-18: Commissioner Cannon motioned and seconded by Commissioner Broxmeyer to approve the list of bills presented for payment dated March 7, 2018. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #698-18: Commissioner Cannon motioned and seconded by Commissioner Woods to approve the list of bills presented for payment dated April 4, 2018. The roll call was unanimous. The bills were approved for payment.

TENANT ISSUES: None at this time.

COMMISSIONER COMMENTS: At this time, Commissioner Woods inquired if the Housing Authority was accepting applications for its current vacant units.

Mr. Billy informed the new appointed Commissioner that they were to complete State mandated courses to remain on the Board within 18-months of their appointment and that they should work with Ms. Sharon Whetzler in scheduling the recommended courses. Mr. Billy also mentioned that the Ethnic course was available to them at the Annual Conference in Atlantic City should they decide to attend.

PUBLIC COMMENTS: None at this time.

There being no further business before the Board, Commissioner Cannon motioned and seconded by Commissioner Woods to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:30 p.m.

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

