

## **AGENDA**

### **FREEHOLD BOROUGH HOUSING AUTHORITY**

**Administrative Office**

**107 Throckmorton Street**

**Freehold, NJ 07728**

**August 1, 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, February 7, 2018, April 4, and June 6

#### **ATTORNEY REPORT**

#### **EXECUTIVE DIRECTOR REPORT**

**RESOLUTIONS** dated for approvable at the August 1, 2018 meeting:

702-18 Resolution for the Approval of the Payment of Invoices dated 7-11-2018

703-18 Resolution for the Approval of the Payment of Invoices dated 8-1-2018

#### **TENANT ISSUES**

#### **PUBLIC COMMENTS**

#### **ADJOURNMENT**

**NEXT MEETING DATE:** Wednesday, September 5, 2018

**MINUTES OF THE  
FREEHOLD BOROUGH HOUSING AUTHORITY  
August 1, 2018**

Chairman Reginald Sims 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 (via telecommunication), Commissioner William Cannon, Commissioner Ruthann Broxmeyer, and Commissioner Erika Woods. Also present were Executive Director Joseph M. Billy, Attorney Peter C. Lucas, and Sharon Whetzler.

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

At this time, Director Joseph M. Billy informed the Board of Commissioners that he had received Commissioner Cardenas resignation from the Board after 15 years of service and that Commissioner Cardenas has contacted the Governor Office of his resignation and a recommendation for his replacement.

Chairman Sims 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.

THE MINUTES OF THE June 6, 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 April 4, 2018 MEETING: Commissioner Woods motioned and seconded by Commissioner Cannon to approve the Minutes. The roll call was unanimous and the minutes were approved.

THE MINUTES OF THE February 7, 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 Court Hearing was held on June 27, 2018 with the Ocean County Courts regarding a former tenant who moved out owing the Housing Authority. Mr. Lucas is pleased to report that an agreement was made between the former tenant and the Housing Authority regarding a repayment agreement of \$150.00 monthly until paid in full.

Mr. Lucas also reported that a court date of July 27, 2018 regarding a current tenant owing the Housing Authority was dismissed after the tenant made full payment to the Housing Authority.

Mr. Lucas reported that a former tenant who has a court agreement with the Housing Authority for monthly payments fell behind. A letter was sent and the account was paid to date.

Mr. Lucas reported that ComCast Cable has requested the Housing Authority to enter into a Service Agreement. Mr. Lucas stated that he had reviewed their first Agreement which at this time has been discarded and is now reviewing the second Agreement and once again will respond with a few suggestion/recommendations to protect the Housing Authority.

#### 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 June 30, 2018. Mr. Billy reported that the Housing Authority finance remain healthy as reported in their package.

Mr. Billy reported that the Housing Authority has 2 vacant units at the senior location and 3 vacant units at the family site as of June 30, 2018. The Housing Authority continues to notify and interview potential applicants for its vacant units and is 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 the remaining part of the roof of building 115 leak during a recent rain storm causing minimum damage to two apartment ceilings. Keystone Construction was contracted for emergency replacement of the roof covering apartments 5 through 10 at a cost of \$12,200.00.

Mr. Billy reported that a child tripped on a sidewalk that was lifted by tree roots. At this time, D & S Tree Service was contracted to remove several trees where roots have overgrown the grounds and several shrubs were removed where poison ivy had taken over at a cost \$5,000.00.

Mr. Billy reported that after 20 plus years the senior building common area air conditioning system is in need of replacing. Mr. Billy reported that Loff & Son Plumbing & Heating has provided a price of \$10,780 to replace the existing unit with a new 5 ton and more energy efficient.

Mr. Billy mentioned to the Board that in their package was current information pertaining to the NJAHRA Annual Conference & Trade Show to be held on September 24<sup>th</sup> – September 26<sup>th</sup> at the Resorts Hotel in Atlantic City. Those wishing to attend should contact Ms. Sharon Whetzler immediately.

RESOLUTION #702-18: Commissioner Cannon motioned and seconded by Commissioner Woods to approve the list of bills presented for payment dated July 11, 2018. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #703-18: Commissioner Cannon motioned and seconded by Commissioner Woods to approve the list of bills presented for payment dated August 1, 2018. The roll call was unanimous. The bills were approved for payment.

TENANT ISSUES: None at this time.

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 5:24 p.m.

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