

**BERKELEY TOWNSHIP HOUSING AUTHORITY
REGULAR MEETING:**

These Minutes are not verbatim, but a condensed version of what transpired at the Berkeley Township Housing Authority Board of Commissioners Meeting held on January 28, 2020, at 4:00 PM in the Community Room, located at the Administration Building at 44 Frederick Drive, Bayville NJ.

PRESENT: GRACE DEKKER, EXECUTIVE DIRECTOR
JUDY NOONAN, CHAIRPERSON
DENISE PELLECCCHIA, COMMISSIONER
MARIA PELLECCCHIA, COMMISSIONER
NILDA GARIBALDI, COMMISSIONER
KELLY GROSSE, COMMISSIONER
TERRENCE CORRISTON, LEGAL COUNSEL
DAVE CIARROCCA, ACCOUNTANT

ABSENT: JENNIFERBACCHIONE, COMMISSIONER
KATHLEEN NUNN, VICE CHAIRPERSON
JANET MALANGA, TRANSCRIBER

CALL TO ORDER: Public Meetings Act, adequate notice of this meeting has been provided in the following manner; on January 15, 2020 a notice of all meetings was provided to the Township of Berkeley Clerk's Office, the Asbury Park Press, and was posted on the Authority official public bulletin board at the BTHA's Administration Buildings as well as the BTHA's Website.

PLEDGE OF ALLEGIANCE: All those present recited the Pledge of Allegiance.

A moment of silence was observed.

ROLL CALL: Roll call was read as listed above.

AUTHORIZATION BY THE BOARD TO APPROVE THE MINUTES FOR THE OCTOBER BOARD MEETING: Grace did a Recap from November 20, 2019 the meeting had to be cancelled because there was not a quorum. During that meeting they would have discussed resolution to approve accounting services for Dave Ciarrocca. Resolution to write off all uncollected rents. The HA had six grievance hearings that month. Operation Schoolhouse the state hit the HA with a renewal charge of \$214 for fire safety assessment. HUD's regulations are that 30% of income is to go towards housing. When the HA switched over to the RAD program, they enforced the fair market rent. The HA is going to now charge the full 30% of each residents' income. There are

three residents that pay ceiling rent which they are paying less than full 30% of their income the way we have it now. The benefit is they are still living in public housing and not paying any utilities. If they lose their job or get their hours cut, we reduce their rent. We have to give them a notice. They are not losing their apartments. It stops the HA from losing money.

There were several items discussed such as distinguishing which Pellecchia is talking or making a motion in the future. They discussed if tenants get charged more rent would they move on or work less hours. Grace pointed out that this is just supposed to be a steppingstone and if they can afford to pay rent elsewhere, they should so other families can utilize the program. They also discussed Commissioners Grosse responding yes to raises via email and it was noted that she did not count as a vote based on her email. There are no votes via email it is a public meeting However, there was a quorum to make vote pass.

A motion was made to approve the October Minutes by Commissioner Grosse and the motion was seconded by Commissioner Garibaldi. Roll call found all in favor.

NO CLOSED SESSION MINUTES TO APPROVE

RESOLUTIONS

2020-1-4 To Approve Accounting Services from David W. Ciarrocca, CPA, LLC

A motion was made by Commissioner Garibaldi to approve the Resolution. The motion was seconded by Commissioner Noonan. At roll call Commissioner Garibaldi, Noonan and Grosse approved. Commissioner D. Pellecchia and Commissioner M. Pellecchia did not approve.

A discussion was held about the process and paperwork associated with how the HA goes out for bid on services. The motion did not pass. Denise Pellecchia wanted to go out for another accountant. A motion was made to continue with temporary services from Dave Ciarrocca. The accountant said he was not comfortable in planning to come in and do all the paperwork associated with the amount of work that he needs to do on a month to month basis this time of the year. He said year-end is a lot of work and now would consider walking away from the housing authority at this time.

Commissioner D. Pellecchia said she asked for the RFPs last year and never got them. Grace said they are posted in the newspaper, on the website and said that D. Pellecchia could have come in and asked for them. Grace stated last year a list of dates were given to the board as to when we go out for RFP's each year. Commissioner Noonan said this was really putting the HA in jeopardy by doing this and was disrupting the whole financial situation. Commissioner D. Pellecchia said the HA should show all the Board members not the HA staff on RFPs.

Grace said the Board doesn't get to score the professional for the board doesn't have all the knowledge or have the background on each professional as the staff that is working with them. Myself and Linda are scoring them based on the work they have done or what the RFP shows or from references. We give all the information for the board to make the best decision.

Commissioner Grosse said that she felt this was not the right time to do this that they could discuss revamping the RFPs in the future but doing it like this is not good for the HA. Commissioner Garibaldi made a suggestion that the distribution of the copies of the RFPs begin at the end of this contract because this contract is already binding and if Commissioner D. Pellecchia had concerns it was her responsibility to follow up before the end of the contract that was approved, I don't believe any of the members have an issue with the way the process has been handled she seems to be the only one.

Commissioner Noonan said that what Commissioner D. Pellecchia was doing at this meeting was not in the best interest of the functionality of the HA to leave them without an accountant. Dave Ciarrocca said he was not comfortable in doing the year end on a month to month basis. Legal Counsel said the HA could agree to wait until more people were there to re-vote. Grace said she will send out an invite for a special meeting to approve the accountant services. The special meeting will be posted in the newspaper. Legal Counsel asked for a motion to approve Dave's payments to continue until the special meeting. A motion was made by Commissioner Noonan. Commissioner Grosse seconded the motion. Roll call found all in favor.

2020-1-5 To Approve the Writing Off of 2019 Uncollected Rent/Damages

A motion was made to approve the Resolution by Commissioner Noonan. The motion was seconded by Commissioner Grosse. Roll call found all in favor.

2020-1-6 To Approve No Ceiling Rents for the Project Based Voucher Program.

A motion was made by Commissioner Noonan to approve the Resolution. The motion was seconded by Commissioner Grosse. At Roll Call Commissioner Garibaldi abstained and all others were in favor.

2020-1-1 To Approve the Audit Services from Novogradac

A motion was made by Commissioner Noonan to approve the Resolution. The motion was seconded by Commissioner Grosse. Roll call found all in favor with the exception of Commissioner D. Pellecchia who voted no.

2020-1-2 To Approve the Approved 2020 State Budget

A motion was made by Commissioner Noonan to approve the Resolution. The motion was seconded by Commissioner Garibaldi. Roll call found all in favor with the exception of Commissioner D. Pellecchia who voted no.

2020-1-3 To Approve JIF Fund Commissioner

A motion was made by Commissioner Noonan to approve the Resolution. The motion was seconded by Commissioner Garibaldi. Roll call found all in favor.

AUTHORIZATION BY THE BOARD TO APPROVE FOR PAYMENTS POINTS A THROUGH C OPERATING ACCOUNT

A motion was made by Commissioner D. Pellecchia to approve the payment. The motion was seconded by Commissioner Noonan. Roll call found all in favor.

PAYROLL AND PAYROLL TAXES

A Motion was made by Commissioner Grosse to approve the payments. The motion was seconded by Commissioner Noonan. Roll call found all in favor.

SECURITY DEPOSIT ACCOUNTANTS

A motion was made by Commissioner Grosse to approve the payments. The motion was seconded by Commissioner D. Pellecchia. Roll call found all in favor.

HOUSING CHOICE VOUCHERS

A motion was made by Commissioner Grosse to approve the payments. The motion was seconded by Commissioner Garibaldi. Roll call found all in favor.

REPORTS TO THE BOARD:

LEGAL COUNSEL - Legal Counsel said there was a new emphasis about protecting children in any programs. The HA got this through the Joint Insurance Fund, and they are requiring that the HA adopt this. He wanted all to read it and pointed out on page 9 at the bottom responsibility of officials. They want training and there is an online training for it. He will send an email with the links. He also wanted the Board to look at page 14 where it states "does the law enforce officials of the Authority" he wanted taken out. There will be a Resolution for next time. Grace discussed what JIF wanted the HA to do with regards to this. Terry said it is really about awareness.

Terry then discussed Grace's contract which is an Evergreen contract that renews every year. By its terms, she does not have to extend her contract. He edited it and updated it and will provide a new version. Grace gets 1% higher increase than the rest of the staff. Her contract renews in June. Her contract will expire in 2024. In June, it will renew automatically.

MAINTENANCE - Bob Dekker said that on Dave's behalf he has done an excellent job for the HA. Denise Pellecchia said that she has to do what she is comfortable with.

Commissioner Noonan said that she also has to look at the whole picture. Bob said that if Dave decides to walk, it will be so bad for the HA. Grace said the issue is when Commissioners come in and want to start changing things that they do, not knowing about the process-why put the HA in jeopardy. Bob asked if Dave quits who is going to complete the accounting and do the checks and balances as HUD requires, and check payroll. Legal Counsel said he will be away from February 7 - 11th and can be available on the phone.

Commissioner D. Pellecchia asked for a monthly statement for the Commissioners from the accountant. When board doesn't meet.

UNFINISHED BUSINESS - None

NEW BUSINESS - None

CLOSED SESSION - None

OLD BUSINESS - Commissioner Denise Pellecchia said that she just finished all of her classes. She said that she asked a question in her class what would happen if the HA failed and then she sent her an email who would be responsible for taking it over. Legal Counsel said that the town is not responsible, it's HUD. Legal Counsel stated, he doesn't know why this is being brought up again. If the Township dissolved the HA, then HUD would decide what to do. Grace stated we have no financial issues, everything runs smoothly and we are high performers with HUD, not sure why this keeps coming up. Commissioner D. Pellecchia said she was told that she had to meet with Judy and Grace when she came on the Board. Grace said that she likes and has met with Commissioners, not all come in, some speak over the phone, or just show up. I like to let new Commissioners know what we are about. Judy stated she wanted the meeting to go over things.

MOTION TO ADJOURN - A motion to adjourn was made by Commissioner Grosse. The motion was seconded by Commissioner M. Pellecchia. Roll call found all in favor. The time was 5:37 PM.