

**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 Virtual Meeting held on December 1, 2020, at 4:10 PM via Zoom video, located at the Administration Building at 44 Frederick Drive, Bayville NJ.

PRESENT: GRACE DEKKER, EXECUTIVE DIRECTOR
JENNIFER BACCHIONE, CHAIRPERSON
KELLY GROSSE, VICE CHAIRPERSON (arrived 4:30 PM)
NILDA GARIBALDI, COMMISSIONER
DENISE PELLECCIA, COMMISSIONER
KATHY NUNN (CALL-IN 4:30 PM (MUTED))
JIM BYRNES, COMMISSIONER
TERRENCE CORRISTON, LEGAL COUNSEL
DAVE CIARROCCA, ACCOUNTANT
MARIA PELLECCIA, COMMISSIONER - NOT PRESENT

MAYOR AMATO, JOHN CAMERA, GINA RUSSO FROM BERKELEY TOWNSHIP ADMINISTRATION WERE ALSO PRESENT TOGETHER WITH ARLENE AND LINDA FROM HOUSING OFFICE.

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 Clerks 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.

ELECTRONIC NOTICE POSTED TUESDAY, 11-24-2020 (for this meeting)

ROLL CALL: Roll call was read as listed above.

AUTHORIZATION BY THE BOARD TO APPROVE THE MINUTES FOR THE OCTOBER BOARD MEETING: A motion was made to approve the October Board meeting Minutes. All were in favor.

AUTHORIZATION BY THE BOARD TO APPROVE FOR PAYMENTS POINTS A THROUGH C: A motion was made to approve the payments by Commissioner Garibaldi. Commissioner Pelleccchia made motion, The motion was seconded by Commissioner Byrnes.

REPORTS TO THE BOARD:

LEGAL COUNSEL- Legal Counsel said Public meeting notice was posted in adequate time. Public policy states questions could be submitted and discussed through a Zoom virtual and we were allowed to mute any participants. There were no evictions due to the moratorium from COVID-19 until March 2021. Commissioner Byrnes asked if the public would be able to hear and see all that was being discussed. Legal explained that all would be available except any personal/personnel discussions and audio and video would be turned off to the public.

EXECUTIVE DIRECTOR – Director spoke regarding the Cost of Living increases for the staff, herself and Bob. Staff would be given a 3% increase with the exception of the Director and Superintendent of Maintenance. State requirements will be met for General Maintenance employee. Discussion on “Merit Increases” at later date if necessary. Increases /Cost of living does reflect pension where applicable. The Director hires and fires staff members. Board of Commissioners can replace Director with good cause unanimously within guidelines of the contract. Senior maintenance and Superintendent of maintenance are grandfathered in by Civil Service. Evergreen Contract again discussed.

Waiting List for public Housing will open on December 7, 2020 and waiting list for Section 8 will be opened January 11, 2021.

Write off for unpaid rents and other monies owed Berkeley will be collected through payroll garnishments. Hopefully, we will be able to collect most of the owed monies.

RFP’s for Auditor will be posted on December 9th, 2020 which will include an evaluation sheet. There are certain qualifications for the auditor, in as much as, knowledge of Housing Authority’s operations, RAD and experience. Not all auditors are qualified. Also, an extension on auditor’s contract, for option to extend was agreed to be added to the RFP this year for the Auditor. Auditor’s contract is the only Contract with no extension. RFP’s reviewed by Grace and Chair. Grading system is completed by the Director, Chair and staff member and forwarded to HUD.

MAINTENANCE SUPERINTENDENT – Bob was not present. Leaf and brush clean-up is still ongoing. Installation of LED lighting was completed from Grant received. Renovations and up-grades are being done at Sites A&B due to turnovers. Maintenance completed smoke detectors, sprinkler and boiler inspections and were passed by the State of New Jersey.

PUBLIC PORTION – Mayor Amato commented on “Veteran Housing” and that it could be discussed once again if Grants are available to the Housing Authority and the filing of a Certificate of Need.

APPROVE RESOLUTIONS- Any member who wishes to have a matter removed from the Consent Agenda may do so. All other matters will be voted on by a Consent Agenda Vote. Chairperson Bacchione asked for Consent. All Commissioners were in favor of Consent Agenda Vote Resolution.

2020-12-1 Cost of Living
2020-12-2 Approve Uncollected Rent/Damages
2020-12-3 Opening of Waiting List

UNFINISHED BUSINESS –None

NEW BUSINESS – None

CLOSED SESSION – None

MOTION TO ADJOURN –A motion was made to adjourn at 5:50pm for the evening from Commissioner Garibaldi. The motion was seconded by Commissioner Grosse.