

**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 September 28, 2021, at 4:05 PM, located at the Administration Building at 44 Frederick Drive, Bayville NJ.

PRESENT: GRACE DEKKER, EXECUTIVE DIRECTOR
JENNIFER BACCHIONE, CHAIRPERSON
KELLY GROSSE, VICE CHAIRPERSON (ABSENT)
NILDA GARIBALDI, COMMISSIONER
DENISE PELLECCCHIA, COMMISSIONER
DAVID YTREBOE, COMMISSIONER (ABSENT)
JIM BYRNES, COMMISSIONER
KEN MIKA, COMMISSIONER (ZOOM)
TERRENCE CORRISTON, LEGAL COUNSEL (ZOOM)
DAVE CIARROCCA, ACCOUNTANT (PHONE IN)
BOB DEKKER, MAINTENANCE SUPERINTENDANT/INSPECTOR
ARLENE FEULA, TRANSCRIBER

CALL TO ORDER: Public Meetings Act, adequate notice of this meeting has been provided in the following manner: on January 6, 2021, 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.

ROLL CALL: Roll call was read as listed above.

AUTHORIZATION BY THE BOARD TO APPROVE THE MINUTES FOR THE SEPTEMBER BOARD MEETING: A motion was made to approve the September 28th, 2021, Board meeting minutes, 1st by Commissioner Pelleccchia and 2nd by Commissioner Byrnes. All were in favor.

AUTHORIZATION BY THE BOARD TO APPROVE FOR PAYMENTS POINTS A THROUGH C: A motion was made to approve the payments, 1st by Commissioner Pelleccchia. 2nd by Commissioner Byrnes. All present approved.

LEGAL COUNSEL – Legal Counsel stated evictions are still being filed with the courts and Case Management and Settlement Conferences are virtual. Sometime waiting 2-3 hours to be heard.

One of our cases was settled and tenant will be moving out by the end of year. We have 2 cases waiting for settlements-mid October.

Rent payments are being made by residents and Section 8 voucher holders are having a hard time finding apartments. Many landlords are reluctant in accepting HUD vouchers.

EXECUTIVE DIRECTOR – Auditors were here on September 27th, and we weren't aware of any issues. Grace will reach out to Rich Larsen regarding audit and will ask him to come in when audit is complete to go over. Due to HUD 3-2022.

Berkeley needs only all the Certifications for the 5-year Consolidated Plan as we are rated a “High Performer Housing Authority” with a score of 95. We meet all requirements; therefore, Certifications are needed to get approved.

Tax Return for RAD/PBV Corp was completed. Only rents from RAD passed thru account.

Retiree account was opened at Provident Bank.

Had no luck with VASH Vouchers. Seems as though the VA will only work with the DCA due to Portability.

Operation Schoolhouse began October 5th for the 2021-2022 school year meeting 2 days/week on Tuesday and Thursday.

We have 1 employee not vaccinated but will be tested weekly for COVID-19 and will be wearing a mask when working in units and walking through office.

Repairs were made to the Transit van as there were no vehicles available to purchase.

Fee Accounting Contract for 2 years was advertised. Due October 15th.

Voting for Chair and Vice Chair was proposed for the October meeting but, Commissioner Pellecchia made a motion to keep Commissioner Bacchione as Chair and Commissioner Gross as Vice Chair. Commissioner Garibaldi 2nd. All approved.

MAINTENANCE SUPERINTENDENT – As of now there are 3 vacancies and maintenance has completed the 3 renovations. having 4 more apartments upcoming. Commissioners should come see one. Completion of a 4-bedroom unit. Renovations to some units are being held up by back orders. Not getting products.

Housing inspections will start in January at Site A and Site B.

Trying to keep up with the maintenance of the outside lights around Site B property.

There were 9 Section 8 inspections completed for the Lakewood Housing. All of Berkeley's 35 Section 8 Voucher holders were inspected over a **3-day** period back in March of 2021. All passed with only 1 having difficulty. Many of our landlords keep up with their tenants and the maintenance of their property.

Maintenance is conducting their inspections on the boilers for heat and water and getting ready for the fall and with the leaves at both sites.

ACCOUNTANT – Eight (8) month report shows a surplus in what was predicted.

2022 Budget will be presented at the October 2021 meeting. Prior to October meeting, a Budget Committee meeting will be held for review with Chair, Vice-Chair and Commissioner Ytreboe. Will adopt Budget for January 1, 2022. Financial perspective is very good.

APPROVE RESOLUTION #2021-9-1. Motion by Chairperson Bacchione to Approve the Annual Amendments for the Agency's 5 Year Plan 2021. Commissioner Pellecchia. All approve.

PUBLIC PORTION - NONE

NEW BUSINESS – NONE

PUBLIC SESSION – NONE

CLOSED SESSION – NONE

MOTION TO ADJOURN –A motion was made to adjourn *at 4:35 pm* in the evening by Commissioner Bacchione, 1st by Commissioner Pellecchia, 2nd by Commissioner Byrnes. All approved.