

**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 October 26, 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 (Arrived 4:15 pm)
DENISE PELLECCIA, COMMISSIONER
DAVID YTREBOE, COMMISSIONER (Phone) (Arrived 4:25 pm)
JIM BYRNES, COMMISSIONER
KEN MIKA, COMMISSIONER (ABSENT)
TERRENCE CORRISTON, LEGAL COUNSEL (PHONE IN)
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 OCTOBER BOARD MEETING: A motion was made to approve the September 28th, 2021, Board meeting minutes, 1st by Commissioner Byrnes and 2nd by Commissioner Pelleccchia. All 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 in favor

Commissioner Garibaldi arrived

LEGAL COUNSEL – Legal Counsel stated there were three (3) matters at hand and two (2) families are moving and one (1) is based on HQS inspections and paying back to Housing monies owed through a re-payment agreement.

All courts are now open and all three (3) of our cases were heard by a court mediator.

ACCOUNTANT – Finance committee met to discuss State Budget (5 pages), salary increases.

Accountant noted that Berkeley Housing is not a troubled Housing Authority. Budget reflects a surplus and reserve of \$11,380.00 and it's a realistic standard budget. It was completed with the Director and Maintenance Superintendent's projected input of expenses, if any. State Budget is based on HUD Budget.

Commissioner Ytreboe arrived

Motion to Approve Resolution 2021-10-1 Operating Budget: 1st by Commissioner Garibaldi, 2nd by Commissioner Pellecchia. Commissioner Ytreboe, Yes; Chairperson Bacchione, Yes; Commissioner Byrnes, abstained.

Motion to Approve Resolution 2021-10-2 State Budget and 2021-10-2A Salary Increases: 1st by Commissioner Bacchione, 2nd by Commissioner Pellecchia. Commissioner Garibaldi, Yes, Commissioner Ytreboe, Yes. Commissioner Byrnes abstain.

EXECUTIVE DIRECTOR – The Housing Authority's 5 Year Annual Plan was approved by HUD. Fraud repayment agreements (3 out of 5) from residents are being collected. We have 2 applications in with the DCA Covid funds for residents.

There was only 1 RFP accounting returned

A budget meeting was held (via zoom) with Chair, Vice-Chair, Director, Commissioner Ytreboe and Dave Ciarrocca.

Motion to Approve Resolution 2021-10-3 for Accounting Services with option to extend; 1st by Commissioner Pellecchia, 2nd by Commissioner Byrnes. Commissioner Garibaldi, Yes; Commissioner Bacchione, Yes; Commissioner Ytreboe, Yes.

Our staff will be spreading Holiday cheer to our residents before the end of year.

MAINTENANCE SUPERINTENDENT – Renovations are still being completed on apartments for transfers and new move-ins. Some renovations are being held up by product backorders. Maintenance is continuing to keep up with resident work orders and maintaining property now with the grounds and leaves. Commissioner Byrnes was asking about hiring outside contractors to help. Dave Ciarrocca said that it was too costly to hire outside contractors to help with the renovations and that it would eat into the budget very quickly and the process (procurement) would take too long. HUD continues to fund the Housing Authority for 70 units.

There was a very heated discussion on renovations and the move-in, moveout process between Commissioner Byrnes and our maintenance superintendent. Commissioner Byrnes made reference to an employee's salary in an open public meeting.

Motion to Approve Resolution 2021-10-4 for 2022 Board Meeting Schedule. 1st by Commissioner Garibaldi, 2nd by Commissioner Pellecchia. Commissioner Bacchione, Yes; Commissioner Ytreboe, Yes; Commissioner Byrnes, Yes.

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. Commissioners Bacchione, Ytreboe, Pellecchia, Garibaldi were in favor. Commissioner Byrnes abstained in approving Resolution 2 and 2A. .

2021-10-1 Approve HUD Operating Budget for 2022
2021-10-2 Approve State Budget
2021-10-2A Approve Cost of Living Increase
2021-10-3 Approve Accounting Service with option to extend
2021-10-4 Approve 2022 Board Meeting Schedule

All Resolutions Passed

PUBLIC PORTION – Nate Burroughs from Taurus Management Group spoke regarding energy costs. He will send Information.

NEW BUSINESS – NONE

CLOSED SESSION – NONE

MOTION TO ADJOURN –A motion was made to adjourn *at 4:46 pm* in the evening by Commissioner Bacchione, 1st by Commissioner Pellecchia, 2nd by Commissioner Garibaldi. All approved and in favor.