

**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 December 7th, 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
NILDA GARIBALDI, COMMISSIONER
DENISE PELLECCIA, COMMISSIONER (ABSENT)
DAVID YTREBOE, COMMISSIONER
JIM BYRNES, COMMISSIONER (PHONE IN)
KEN MIKA, COMMISSIONER
TERRENCE CORRISTON, LEGAL COUNSEL
DAVE CIARROCCA, ACCOUNTANT
BOB DEKKER, MAINTENANCE SUPERINTENDANT/INSPECTOR
ARLENE FEULA, TRANSCRIBER
LINDA CONWAY, PRESENT

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 October 2021 Board meeting minutes, 1st by Commissioner Garibaldi and 2nd by Commissioner Ytreboe. Commissioner Grosse and Commissioner Mika abstained.

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

LEGAL COUNSEL – Legal Counsel stated there is 1 eviction pending, 1 pending move-out with a Section 8 voucher. A new law will go into effective January 1, 2022 with new regulations with the application process for housing and criminal background checks. Legal Counsel will attend conference.

EXECUTIVE DIRECTOR – Housing Authority is on the 2nd step of the approval of State Budget.

Only 1 RFQ for extermination contract was returned / Ocean Pest Extermination.

Appointment JIF Fund Commissioner.

Year end right off of \$140.00 for uncollected rents.

Completed 2 applications for assistance on back rent.

Site A and Site B Holiday Items will be distributed.

Reduction in employees buy back days.

One outstanding Section 8 Voucher pending search for a 4 bedroom unit.

ACCOUNTANT – Budget is a 2 step process. Housing Authority will send to State (DCA) and State will then send copy of approved Budget (Adoption Certification). Housing has 9 months for independent audit to send to REAC.

MAINTENANCE SUPERINTENDENT – Renovations are still being completed on 3 apartments for transfers and new move-ins.

There were 5 Lakewood inspections completed and 10 Public Housing annual inspections.

Dry sprinkler inspection passed.

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 Motion to Approve Resolutions. 1st by Commissioner Byrnes, 2nd by Commissioner Grosse. All approved.

- 2021-12-1 Approve the Appointment of Grace Dekker as the Fund Commissioner for JIF
- 2021-12-2 Approve the 2 year Extermination Contract from Ocean Pest
- 2021-12-3 Approve the Amendment to our Administration Plan for Section 8
- 2021-12-4 Approve Writing Off of Uncollected Rent/Damages for the Year 2021
- 2021-12-5 Approve 2022 State Budget

All Resolutions Passed

PUBLIC PORTION – NONE

NEW BUSINESS – NONE

CLOSED SESSION – NONE

MOTION TO ADJOURN –A motion was made to adjourn *at 4:26 pm* in the evening by Commissioner Bacchione, 1st by Commissioner Grosse, 2nd by Commissioner Mika. All approved and in favor.