

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes

January 21, 2025 – 4:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held January 21, 2025, at 4:00 p.m. at the Administrative Offices – 635 West Avenue, Ocean City, New Jersey 08226.

The meeting was called to order by Chairperson Barr. Chairperson Barr requested everyone to rise for the Pledge of Allegiance.

Chairperson Barr read the Sunshine Law.

Upon roll call those present were:

- Commissioner Robert Halliday
- Commissioner Patrick Mumman
- Commissioner Beverly McCall
- Commissioner Robert Henry
- Commissioner Patricia Jackson
- Commissioner Brian Broadley
- Chairperson Robert Barr

Also, present were Jacqueline S. Jones, Executive Director, Ron Miller, Director of Affordable Housing, Michael Watson, Esquire – Solicitor, Linda Cavallo – Accountant, Gloria Pomales, Executive Assistant and Michael Thilker, Auditor – Bowman & Company.

Approval of Minutes

Chairperson Barr requested a motion to approve the Regular Meeting minutes from December 17, 2024. Motion made by Commissioner McCall and seconded by Commissioner Halliday. The following vote was taken:

- | | |
|-------------------------------|-------|
| Commissioner Robert Halliday | (Yes) |
| Commissioner Patrick Mumman | (Yes) |
| Commissioner Beverly McCall | (Yes) |
| Commissioner Robert Henry | (Yes) |
| Commissioner Patricia Jackson | (Yes) |
| Commissioner Brian Broadley | (Yes) |
| Chairperson Robert Barr | (Yes) |

Chairperson Barr changed the order of the meeting.

New Business: Chairperson Barr moved the order of the meeting and requested the audit report from Mike Thilker of Bowman and Company. Mr. Thilker wanted to start off by thanking the Authority team for assisting in answering all the questions during the audit. Mr. Thilker presented the Audit FYE 2023. He stated the audit report was clean. There were no modifications to the opinion and no issues with internal control. Overall, the values for the Authority as far as the assets are concerned increased. He reviewed the balance sheet. Mr. Thilker explained the delay in the Audit is due to not receiving information from the State regarding the pension and other post-employment benefit plans in a timely manner. Income statement and statement of cash flow was reviewed. Mr. Thilker briefly reviewed the new accounting standards that were adopted during the year. The statement of expenditure and federal awards were explained. There was

not any conflict with management and/or disagreements in accounting pronouncements or implementation of account pronouncements. The audit went smoothly. Mr. Thilker would like to have the audit completed in a timely manner, but due to the fact of waiting for information from the State it is delayed. The audit was clean with no issues.

Treasurer's Report

Linda Cavallo presented the Financial Report for the three months ending December 2024. **Motion to approve the Treasurer's report** made by Commissioner McCall and seconded by Commissioner Mumman. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Executive Director's Report

Mrs. Jones provided an update on the Pecks Beach family project. The approval from NJHMFA was to take place in February. It has been pushed to March. It appears they pushed every project to March. They need documentation for the five (5) special needs units, which the Authority is required to have. The Authority was aware of the five (5) special needs but those details are typically taken care of after the NJHMFA Board votes. Not sure why it is being requested prior, but the Authority will provide what is needed. A provider is required to help with the five (5) special needs units. The Authority is in contact with Acenda to sign a Memorandum of Understanding to provide to the NJHMFA for final approval. Other than that, the project is moving forward in every other aspect as well as the RAD conversion with HUD.

Mrs. Jones highlighted the Community Outreach with Ron and the staff working along with Acenda occasionally. The Authority intends to continue this process through the year. Events will be scheduled.

The Authority has been at 98-99% occupancy for the last 4-5 months or so.

Commissioner Halliday asked with NJHMFA pushing the Pecks Beach family project to March, would it affect the project at all? The Authority's consultant is not happy about it, but it is not going to affect the settlement date when HUD and NJHMFA come together. Settlement should hopefully be 3-4 months after approval from NJHMFA.

Motion to approve the Executive Director's Report made by Commissioner McCall and seconded by Commissioner Mumman. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Committee Reports – None.

Old Business – None.

With no other discussion on related matters the Chairperson moved to Resolutions.

Resolution #2025-01
Resolution to Approve Monthly Expenses

Chairperson Barr called for a motion to approve the monthly expenses in the amount of \$246,950.79. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones provided a brief explanation of the bill list. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes with exception of Acenda invoices)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2025-02
Designating Official Newspapers

Chairperson Barr called for a motion to approve Resolution #2025-02. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones provided a brief explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2025-03
Authorizing Payment of Draw 17 – Pecks Beach Family Redevelopment

Chairperson Barr called for a motion to approve Resolution #2025-03. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Mrs. Jones provided a brief explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2025-04
Granting Official Leave of Absence (Workman’s Compensation)

Chairperson Barr called for a motion to approve Resolution #2025-04. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Mrs. Jones provided an explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2025-05
Awarding Contract for Asbestos Containing Material (ACM) Abatement (Bayview Manor)

Chairperson Barr called for a motion to approve Resolution #2025-05. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Ron Miller provided an explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2025-06

Authorizing Immediate Replacement of HVAC Equipment at Speitel Commons

Chairperson Barr called for a motion to approve Resolution #2025-06. A motion was made by Commissioner Halliday; seconded by Commissioner McCall. Ron Miller provided an explanation. Mrs. Jones indicated there were some negative public comments regarding the heating situation at Speitel. She reported at no time was anyone without heat. All residents had heat within the State guidelines. Residents were also offered transfers to other units as well as hotel stays. All residents declined transfers and/or hotel stays. Brief discussion regarding the possible recourse against the architect, installer, or manufacturer. Ron indicated the Authority's legal firm has assigned counsel to this situation. The Authority retained a forensic engineer to review the drawings. There was a general consensus that there was not a significant design problem with the building. They reversed engineered all the calculations. They all met spec; however, they are stretching the capabilities of the equipment. They were designed to 100% of the equipment's capacity. Nothing was done improperly. The counsel from the Authority's legal firm decided not to pursue it further. Ron has been working with the consultant for close to a year because it was believed that there was some sort of problem with these units although nothing has been found to be improper. These units are new technology and NJHMFA requires green heating and cooling technology. The Authority is required to follow the Energy Star guidelines to obtain NJHMFA funding. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Commissioner Jackson briefly left the meeting.

Resolution #2025-07

Authorizing use of Omnia Cooperative Contract #02-138 (Ferguson)

Chairperson Barr called for a motion to approve Resolution #2025-07. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Ron Miller provided an explanation. This contract is for the replacement of the HVAC equipment at Speitel. Not all the units have the same issue. Ron briefly explained it particularly affects the second-floor north side of the building because the line sets are further. The staff is pressing as hard as possible to get this done correctly. The Authority believes it has a workable solution, but time will tell. It may be an ongoing problem. The best the Authority can do is to manage it. The staff is going over and above to try and manage these problems. Ron further explained the issues with the units. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Abstain)
Chairperson Robert Barr	(Yes)

Resolution #2025-08

Entering into a Contract Agreement with Nielsen of Morristown

Chairperson Barr called for a motion to approve Resolution #2025-08. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. Ron Miller provided an explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2025-09

Authorizing Immediate Elevator Maintenance Updates and Repairs at Bayview Manor

Chairperson Barr called for a motion to approve Resolution #2025-09. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. Ron Miller provided an explanation. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Resolution #2025-10

Certifying the 2023 Fiscal Year Annual Audit

Chairperson Barr called for a motion to approve Resolution #2025-10. A motion was made by Commissioner McCall; seconded by Commissioner Mumman. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Absent)
Commissioner Brian Broadley	(Yes)
Chairperson Robert Barr	(Yes)

Commissioner Jackson returned to the meeting.

Chairperson Barr requested comments from the public. Shirley Watts, Speitel Commons, Apt 4061, states she is being evicted because her son is supposedly staying at her place. She would like to see evidence of a picture the Authority may have of him staying at her place for three (3) days per correspondence she received. Ms. Watts wanted to know if she could see the picture so that she could decide which way she could go forward with this. She indicated he does have a place to live and does have a girlfriend. She stated she got injured this year at her job and has been home six (6) months. She reported her son comes to her unit to cook and do laundry for her. Mr. Watson stated that this sounds like it is actively litigated. There are several procedures once something goes into litigation. Ms. Watts is asking for the discovery of the litigation. Mr. Watson stated she is entitled to requests of records of information from the Authority, however in an attempt to make it a little less formal in asking for the information tonight, tonight would not be the place for the Authority to respond to that. Mr. Watson suggested she send an email to the Authority and the Authority can forward the request to his office. He cannot guarantee that she will get a response to what she is looking for but will do their best. She believes she deserves to see the evidence.

Caroline Taylor, Speitel Commons, Apt 3091, commented on heating issues and the second floor is extremely cold because it is above the garage. She personally does not have an issue with her heat as she lives on the third floor. Ms. Taylor stated the windows are another problem because three (3) of the six (6) windows in her unit have their seals broken. The windows are becoming foggy and dirty looking. She knows other units have a similar problem with at least one (1) window. The windows have been an ongoing problem as far as getting them cleaned. She stated the Housing Authority advised it would be done and it has not been done. She hears every month the Authority is below budget at the meetings but is not spending the budget and does not understand why the windows cannot get cleaned.

Ron asked if Ms. Taylor called in a work order for her broken window gaskets. She stated the first week of moving in she told the maintenance person and nothing has happened in the last 3 years. Ron stated the Authority will address the window gaskets and this is the first time that he has heard about her issue. Someone will be at her unit tomorrow to investigate it. As far as the cleaning of the windows is concerned, the cleaning materials have been ordered. It is below 32 degrees and windows cannot be cleaned when there are freezing temperatures.

The public comments portion is closed. Chairperson Barr requested comments from Board Commissioners and/or Administration. Commissioner Jackson asked if it was possible to add some attraction to the 5th floor community space such as puzzles, games, etc. She understands something may go missing. Mrs. Jones said yes. Commissioner Jackson asked about a TV and revisiting that. Mrs. Jones asked Commissioner Jackson to speak to Lexy the manager about this. Lexy will then look into it further, but Mrs. Jones does not see a problem with the requests.

With no further business to discuss, Chairperson Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner McCall; seconded by Commissioner Halliday. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 4:54 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer