

The Caucus of the Housing Authority of the City of Bayonne was held on Tuesday, July 20, 2021 at 5:00 PM via Zoom meeting.

The following correspondence was received from the Executive Director, John T. Mahon.

Honorable Vincent Lombardo

Honorable Irene Rose Pyke

Honorable John R. Cupo

Honorable Maria Karczewski

Honorable Robert Doria

Honorable Pastor Gary Grindeland

Honorable Shanna McKennan

Raff, Masone & Weeks, Counsel

Members of the Board:

In accordance with the by-laws of the Housing Authority of the City of Bayonne, after consulting with the other Commissioners of the Authority, I have determined to call the Caucus Meetings of the Authority, generally to be held one half hour directly before the Regular Meetings.

Very truly yours,
Vincent Lombardo
Chairman

The Regular Meeting of the Housing Authority of the City of Bayonne was held on **Tuesday, July 20, 2021 at 5:30 PM** via Zoom meeting.

Members of the Board:

Resolution authorizing the acceptance of the minutes of the Board of Commissioners regular meeting held on June 15, 2021.

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A Resolution authorizing to advertise and solicit for proposals for General Legal Counsel is being prepared for your consideration. **A draft of the RFP has been provided. Please review prior to the caucus so any questions can be discussed.**

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A Resolution authorizing to advertise and solicit for proposals for Assistant General Legal Counsel is being prepared for your consideration. **A draft of the RFP has been provided. Please review prior to the caucus so any questions can be discussed.**

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A Resolution authorizing to advertise and solicit for proposals for Auditing Services is being prepared for your consideration. Now that our fiscal year is ended, we need to have the required audits conducted.

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A Resolution approving the write offs from July 1, 2020 to June 30, 2021 is being prepared for your consideration. For accounting purposes, we need to write off certain debts as uncollectable. This is a yearly function. Historically, our write off numbers are low due to the diligence to the staff. The list this year is also low, but ultimately may be incomplete due to the pandemic. We have apartments that we have not yet been able to recover due to the courts and eviction moratorium. Some of the current individual amounts are high due to deaths that we were not notified of for long periods of time, inability to recover apartments in a timely fashion, and a few families who knew they could not be evicted for non payment, didn't pay, and then skipped out.

The true totals of the effects of the pandemic in these regards won't be known until 2023 as the moratorium is in effect until the end of this year and then the courts will be incredibly backlogged. Being written off does not preclude BHA from seeking to recover the debts.

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BHA continues to receive sporadic but welcomed food donations from various sources. Two local churches have been donating meals once or twice a month via donations as well as BEOF. Their consideration for our residents is greatly appreciated.

The distribution of vacuum cleans donated by the BEOF to our residents is almost completed. There are just a few stragglers left to receive their vacuum cleaners.

Your Director has been named the interim Chair of the PHADA Housing Committee and will be considered by the PHADA Board of Trustees for appointment at their next meeting. The position includes being named to the Executive Committee of PHADA.

Your Director has also been approached to serve on the Customer Experience Program Advisory Board at Seton Hall University. Details are pending further communication with Seton Hall

Respectfully submitted,
John T. Mahon
Executive Director

Executive Director John Mahon:

Can I get started Mr. Chairman?

Chair Lombardo:

Yes please, and would you lead us in the pledge of allegiance?

Executive Director John Mahon:

Let me do the Open Public Meetings Act first and then I'll jump into that. In accordance with the Open Public Meetings Act, Public Law 1975, NJSA-4, commonly known as the Open Public Meetings Act, and Emergency Remote Protocol for local public bodies, adequate notice for this meeting was provided. Public comment at this meeting can be made as follows: All members of the public shall be muted during the meeting except that members of the public will be unmuted when called upon by the Chairman during the public comment portion of the meeting. Any member engaged in disruptive behavior may be muted or removed from the meeting. Please be advised that this public meeting is being recorded. And now the pledge to the flag. **Pledge of Allegiance**. Thank you, I'll do the roll call.

Executive Director John Mahon then called the roll and the following were present:

Chair Lombardo, Commissioners Doria, McKennan, Karczewski, and Commissioner Grindeland. Vice Chair Pyke was an excused absence. Commissioner Cupo joined the meeting at 5:40pm.

Executive Director John Mahon:

Do I hear a motion to suspend the reading of the minutes and file accordingly?

Motion by Commissioner Grindeland and seconded by Commissioner Karczewski

AYES: *Chair Lombardo, Commissioners Doria, Grindeland, Karczewski, McKennan.*

OPPOSED:

ABSTAIN:

ABSENT: *Commissioner Cupo.*

Executive Director John Mahon:

Thank you.

(6742) WHEREAS, the Housing Authority of the City of Bayonne (the “Authority”) has determined that, given the nature and extent of the items discussed and voted upon at its regular meetings, it would be in the Authority’s best interests to adopt a consent agenda format for the purpose of conducting one vote on all routine and un-debated matters;

WHEREAS, the Authority’s Commissioners have reviewed the items listed on the printed agenda, and determined that all, (except resolution numbered ____), shall be voted on together with one vote, and

WHEREAS, all Commissioners in attendance at this Regular Meeting of the Authority are in agreement with this determination,

NOW THEREFORE BE IT RESOLVED, that the resolutions numbered **6742-6748**, are hereby adopted, effective immediately, based upon the single vote of the Commissioners.

(6743) WHEREAS, the Board of Commissioners held the regular Board meeting on June 15, 2021 via Zoom and conference call; and,

WHEREAS, the minutes of the meeting must be and have been presented to the Board for review and approval; and,

NOW THEREFORE BE IT RESOLVED, by the Housing Authority of the City of Bayonne Board of Commissioners that the attached minutes of the June 15, 2021 Board of Commissioners meeting are approved.

(6744) RESOLVED, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise and solicit proposals for:

GENERAL COUNSEL SERVICES

(6745) RESOLVED, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise and solicit proposals for:

ASSISTANT GENERAL COUNSEL SERVICES

(6746) RESOLVED, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise and solicit proposals for:

AUDITING SERVICES

(6747) WHEREAS, the 2020-2021 fiscal year of the Housing Authority of the City of Bayonne (the “Authority”) ended June 30, 2021 and

WHEREAS, the Authority currently has outstanding debts owed to it from prior tenants of the Authority in the amounts indicated on the list attached heretofore totaling **\$50,747.46** for the periods and total amounts as shown thereon for the period **July 1, 2020 to June 30, 2021**, and,

WHEREAS, it is in the opinion of the Authority’s Accountant, David Ciarrocca, CPA, as set forth in his letter to the Authority that the Authority should write off the aforesated debts,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Authority, that based upon the recommendation of its Accountant, the aforesated debts are hereby written off, and

BE IT FURTHER RESOLVED, that the write-offs on these debts shall be effected no later than June 30, 2021 and

BE IT FURTHER RESOLVED, that this action shall not alter the intention of the Authority to collect all accounts with amounts over \$1,000 and that, should any such amounts be collected, the proceeds thereof shall be included in the accounts of the Authority as extraordinary revenues at the time of their actual receipt.

(6748) WHEREAS, the Executive Director of the Housing Authority of the City of Bayonne (the “Authority”) has prepared the attached list of claims and payments (the “List”) for consideration by the Authority Board of Commissioners, and
WHEREAS, the List has been reviewed by the Commissioners,
NOW THEREFORE BE IT RESOLVED that the Chairman or Vice Chairman and the Executive Director be authorized and directed to execute checks for and make the payments hereby approved.

Executive Director John Mahon:

Thank you. Are there any questions from the Board or anyone in attendance on any of the resolutions? Hearing none, do I hear a motion?

Motion by Chair Lombardo and seconded by Commissioner Doria

AYES: *Chair Lombardo, Commissioners Doria, Grindeland, Karczewski, McKennan.*

OPPOSED:

ABSTAIN:

ABSENT: *Commissioner Cupo.*

Executive Director John Mahon:

I just want to add that I’m going to include, based on Commissioner Karczewski’s and Commissioner Doria’s report, that I will include in the minutes their report from the finance committee. Mr. Chairman, I’m done with the regular order of business and I turn the meeting over to you.

Chair Lombardo:

Will you also include the executive report?

Executive Director John Mahon:

Okay, yes, I’ll write that up and put it in.

Chair Lombardo:

Make sure we have both of those. And there wasn’t a building and grounds report?

Executive Director John Mahon:

Well the chairman of that committee was just going to comment on- he had questioned me about some of the jobs that were going on, as Commissioner McKennan had said earlier, the parking lot

paving was going on, the elevators are continuing, that's the two big things that were going on. He was going to mention that.

COMMITTEE REPORTS

Summary Provided by Executive Director John Mahon:

The Finance Committee discussed various personnel matters and the monthly financial reports. The Building & Grounds Committee discussed the status of work being performed by 3rd party firms Authority-wide, including the elevators and parking lot paving. The Executive Committee discussed the possibility of in-person meetings in the near future contingent upon favorable pandemic conditions.

Commissioner Cupo joined the meeting at 5:40pm.

Executive Director John Mahon:

Okay. Mr. Chairman, I'll turn it over to you then.

Chair Lombardo:

Does anyone have any questions? Anyone from the audience?

Executive Director John Mahon:

I believe it's only staff on.

Chair Lombardo:

Okay well I just wanted to, for the record, state that I'm very happy how the committee process is working and that we're going to start including the committee reports in the minutes of the meetings. Once again, John, I say this every month and I can't say it enough: The facilities, the properties, all look great. The staff is doing a great job. As we move forward, the plan is for the September meeting, unless something happens with this delta variant, we are planning to have the September meeting back in our offices. As you can see, I'm here now. And other than that, I wish everybody a great summer. Until the next meeting.

Executive Director John Mahon:

Okay. Do I hear a motion to adjourn?

Motion by Commissioner Grindeland and seconded by Commissioner Karczewski

Executive Director John Mahon:

All in favor of the motion to adjourn?

AYES: *Chair Lombardo, Commissioners Doria, Grindeland, Karczewski, McKennan, Cupo.*

OPPOSED:

ABSTAIN:

Executive Director John Mahon:

Thank you everybody. Enjoy your summer, stay away from the smoke that's outside, and we'll be in touch.

The meeting was then adjourned at 5:50 PM.