

**THE MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF COMMISSIONERS
OF
THE HOUSING AUTHORITY OF THE BOROUGH OF KEANSBURG**

**WEDNESDAY, JULY 12, 2023
7:00 PM
HYBRID MEETING**

The meeting was called to order by Chairperson Diane Nelson and statement read: "In accordance with the Open Public Meetings Act, Adequate Notice of this meeting has been provided in the following manner: On December 22, 2022 a copy of the schedule of regular meetings setting forth the date, time and location of this meeting was sent to the municipal clerk, posted on the Authority's website and on the officially designated bulletin board and sent to the Asbury Park Press on the same date.

Salute to the Flag

Roll Call Vote:

Present: Diane Nelson
Carol DeBlasio
Colleen Beattie
Tammy Carrier
Ann Commarato
Mary Foley
Thomas Foley

Absent:

Upon a motion made by Ann Commarato, seconded by Colleen Beattie to approve minutes of the Regular meeting session held on May 10, 2023.

| Board Member | AYE | NAY | ABSTAIN | ABSENT |
|---------------------------------|------------|------------|----------------|---------------|
| Chairperson Diane Nelson | X | | | |
| Vice-Chairperson Carol DeBlasio | X | | | |
| Commissioner Colleen Beattie | X | | | |
| Commissioner Tammy Carrier | X | | | |
| Commissioner Ann Commarato | X | | | |
| Commissioner Mary Foley | X | | | |
| Commissioner Thomas Foley | | | X | |

REPORT OF THE CHAIRPERSON:

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

1. Introduction of RPM representatives in attendance
2. Granville Update
3. Request to change next Board Meeting date of September 13, 2023
4. Next Board Meeting date will be September 6, 2023

REPORT OF THE ASSISTANT DIRECTOR:

Summary of Cash:

Checking Account: \$979,067.49 – May 2023
 \$980,499.59 – June 2023

CORRESPONDENCE: None

RESOLUTIONS:

Resolution 07-12-23-01 – Resolution to Approve Payment of Invoices

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Thomas Foley

Resolution seconded by Commissioner: Tammy Carrier

WHEREAS, in the course of administrating the operations of the Authority of the Housing Authority of the Borough of Kearsburg expenses are incurred.

NOW THEREFORE BE IT RESOLVED by the board of commissioners of the Kearsburg Housing Authority;

1. That the attached list of bills in the amount of \$17,077.95 for May 2023 and \$15,436.50 for June 2023 to be approved for payment.
2. That the proper officers of the Authority be authorized to pay all items on the list of invoices.
3. That this resolution shall take effect immediately.

VOTE:

| Board Member | AYE | NAY | ABSTAIN | ABSENT |
|---------------------------------|------------|------------|----------------|---------------|
| Chairperson Diane Nelson | X | | | |
| Vice-Chairperson Carol DeBlasio | X | | | |
| Commissioner Colleen Beattie | X | | | |
| Commissioner Tammy Carrier | X | | | |
| Commissioner Ann Commarato | X | | | |
| Commissioner Mary Foley | X | | | |
| Commissioner Thomas Foley | X | | | |

Resolution 07-12-23-02 – Resolution to Introduce Operating Budget FY2024

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Ann Commarato

Resolution seconded by Commissioner: Tammy Carrier

WHEREAS, in the course of administrating the operations of the Authority of the Housing Authority of the Borough of Keansburg expenses are incurred.

NOW THEREFORE BE IT RESOLVED by the board of commissioners of the Keansburg Housing Authority;

- 1 That the attached Operating Budget for FY2024, to be adopted.
- 2 That the proper officers of the Authority be authorized to adopt the Operating Budget FY2024.
- 3 That this resolution shall take effect immediately.

| Board Member | AYE | NAY | ABSTAIN | ABSENT |
|---------------------------------|------------|------------|----------------|---------------|
| Chairperson Diane Nelson | X | | | |
| Vice-Chairperson Carol DeBlasio | X | | | |
| Commissioner Colleen Beattie | X | | | |
| Commissioner Tammy Carrier | X | | | |
| Commissioner Ann Commarato | X | | | |
| Commissioner Mary Foley | X | | | |
| Commissioner Thomas Foley | X | | | |

Resolution 07-12-23-03 – Resolution to Accept Annual Audit FYE2022

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Ann Commarato

Resolution seconded by Commissioner: Mary Foley

WHEREAS, in the course of administrating the operations of the Authority of the Housing Authority of the Borough of Keansburg expenses are incurred.

NOW THEREFORE BE IT RESOLVED by the board of commissioners of the Keansburg Housing Authority;

- 1 That the attached Annual Audit for FYE2022, to be accepted.
- 2 That the proper officers of the Authority be authorized to accept the Annual Audit for FYE2022.
- 3 That this resolution shall take effect immediately.

| Board Member | AYE | NAY | ABSTAIN | ABSENT |
|---------------------------------|------------|------------|----------------|---------------|
| Chairperson Diane Nelson | X | | | |
| Vice-Chairperson Carol DeBlasio | X | | | |
| Commissioner Colleen Beattie | X | | | |
| Commissioner Tammy Carrier | X | | | |
| Commissioner Ann Commarato | X | | | |
| Commissioner Mary Foley | X | | | |
| Commissioner Thomas Foley | X | | | |

REPORT OF THE ATTORNEY:

1. HOTMA

COMMITTEE REPORTS:

Finance: None
Personnel: None

Public Session: Opened Board Meeting for public comments at 8:28 PM. No comments from the public. Board Meeting closed to the public at 8:29 PM.

Unfinished Business: None

New Business: Mary Foley expressed interest in being the Commissioner to act as a liaison with RPM.

Mary Foley suggested the Keansburg Housing Authority should inform the Section 8 Housing Choice Voucher recipients, who reside in Keansburg, via written notice, they live in a flood zone and have the ability to move out of Keansburg using the portability option of their voucher.

There being no further business before the board a motion made by Tammy Carrier, seconded by Thomas Foley to adjourn at 8:53 PM be approved. All in Favor.

MEETING HELD – July 12, 2023

ATTEST:



DOUGLAS G. DZEMA
SECRETARY/EXECUTIVE DIRECTOR