

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

**WEDNESDAY, DECEMBER 13, 2023
6:00 PM**

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. On December 08, 2023, a notice revising a meeting time to 6:00 PM and location to 160 NJ-35 – Red Bank, NJ 07701 for the December 13, 2023 board 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 – Via Telephone
Colleen Beattie
Ann Commarato

Absent: Tammy Carrier
Mary Foley
Thomas Foley

Upon a motion made by Ann Commarato, seconded by Colleen Beattie to approve minutes of the Regular meeting session held on November 08, 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: None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

1. Next Board Meeting date is January 10, 2024 at 7:00 PM

REPORT OF THE ASSISTANT DIRECTOR:

Summary of Cash:

Checking Account: \$1,005,992.21 – November 2023

CORRESPONDENCE: None

RESOLUTIONS:

Resolution 12-13-23-01 – Resolution to Approve Payment of Invoices

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Ann Commarato

Resolution seconded by Commissioner: Colleen Beattie

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 list of bills in the amount of \$11,056.89 for November 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 12-13-23-02 – Resolution to Approve 2024 Board Meeting Schedule

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Colleen Beattie

Resolution seconded by Commissioner: Ann Commarato

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 Payment Standards Revision, to be adopted.
- 2 That the proper officers of the Authority be authorized to adopt the Revision of Payment Standards effective December 1, 2023.
- 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 12-13-23-03 – Resolution Approving Civil Rights Certification

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Carol DeBlasio

Resolution seconded by Commissioner: Ann Commarato

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 Civil Rights Certification.
- 2 That the proper officers of the Authority be authorized to approve the Civil Rights Certification.
- 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 12-13-23-04 – Resolution Renewing Interlocal Agreement for 2024

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Colleen Beattie

Resolution seconded by Commissioner: Ann Commarato

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 Interlocal Agreement for 2024 be approved for renewal in the amount of \$49,800.00 annually.
- 2 That the proper officers of the Authority be authorized to renew the Interlocal Agreement for 2024.
- 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: None

COMMITTEE REPORTS:

Finance: None

Personnel: None

Public Session: Opened Board Meeting for public comments at 6:12 PM. No comments from the public. Board Meeting closed to the public at 6:12 PM.

Unfinished Business: None

New Business: None

There being no further business before the board a motion made by Ann Commarato, seconded by Colleen Beattie to adjourn at 6:13 PM be approved. All in Favor.

MEETING HELD – December 13, 2023

ATTEST:



DOUGLAS G. DZEMA

SECRETARY/EXECUTIVE DIRECTOR