

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

**WEDNESDAY, OCTOBER 12, 2022
7:00 PM**

The meeting was called to order by Chairperson Diane Nelson and statement read as to proper notification of the meeting given in accordance with the Open Public Meeting Act Law and with State and HUD mandated COVID-19 statements and in conformation with the emergency guidelines under the Department of Community Affairs, as follows: "Adequate Notice has been made as to the time, place, and date of the meeting and as to the nature of business to be discussed being the general business of the Authority."

Salute to the Flag

Roll Call Vote:

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

Absent: Colleen Beattie
Mary Foley

Upon a motion made by Tammy Carrier, seconded by Ann Commarato to approve minutes of the regular meeting and executive sessions held on August 17, 2022.

VOTE

Board Member	AYE	NAY	ABSTAIN	ABSENT
Chairperson Diane Nelson	X			
Vice Commissioner 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. Housing Choice Vouchers
2. Next Board Meeting is December 14, 2022 at 5:00 PM

REPORT OF THE ASSISTANT DIRECTOR:

Summary of Cash:

Checking Account – \$841,723.43 – August 2022
\$862,752.84 – September 2022

CORRESPONDENCE: None

RESOLUTIONS:

Resolution 10-12-22-01 - Payment of Invoices

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 list of bills in the amount of \$11,484.65 for August 2022 and \$20,179.34 for September 2022 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 Commissioner Carol DeBlasio	X			
Commissioner Colleen Beattie				X
Commissioner Tammy Carrier	X			
Commissioner Ann Commarato	X			
Commissioner Mary Foley				X
Commissioner Thomas Foley	X			

Resolution 10-12-22-02 - Adopt Revision of Payment Standards Effective November 1, 2022

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Tammy Carrier

Resolution seconded by Commissioner: Thomas 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 Payment Standards Revisions to be adopted.
2. That the proper officers of the Authority be authorized to adopt the Revision of Payment Standards effective November 1, 2022.
3. That this resolution shall take effect immediately.

VOTE:

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

Resolution 10-12-22-03 – To Adopt Operating Budget FY2023

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Thomas Foley

Resolution seconded by Commissioner: Carol DeBlasio

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 FY2023 to be adopted.
- 2 That the proper officers of the Authority be authorized to adopt the Operating Budget FY2023.
- 3 That this resolution shall take effect immediately.

VOTE:

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

Resolution 10-12-22-04 – To Renew General Legal Services Contract

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Thomas Foley

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 General Legal Services contract memo has been reviewed
- 2 That the proper officers of the Authority be authorized to approve renewal of the 2nd year option per the legal service contract effective December 1, 2021 for Terrence Corrison, Esq. of Breslin and Breslin, PA.
- 3 That this resolution shall take effect immediately.

VOTE:

Board Member	AYE	NAY	ABSTAIN	ABSENT
Chairperson Diane Nelson	X			
Vice Commissioner 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. OPRA Requests

COMMITTEE REPORTS:

Finance: None
Personnel: None

Public Session: No comments from the public

Unfinished Business: None reported

New Business: None reported

There being no further business before the board a motion made by Tammy Carrier, seconded by Carol DeBlasio to adjourn at 7:35 PM be approved. All in Favor.

MEETING HELD – October 12, 2022

ATTEST:



DOUGLAS G. DZEMA

SECRETARY/EXECUTIVE DIRECTOR