

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on Wednesday, November 17, 2021 via a Zoom virtual conference portal at 7:00 p.m.

Chairperson Diane Nelson read the Open Public Meetings Act Notice:

Salute to the Flag:

Present at roll call: Diane Nelson, Carol DeBlasio. Mattie Anderson, Tammy Carrier and Ann Commarato

Absent: Mary Foley and Tom Foley

Upon a motion made by Mattie Anderson, seconded by Ann Commarato to approve minutes of the regular meeting and executive sessions held on September 16, 2021.

Roll Call Vote:

Diane Nelson - Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier - Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

REPORT OF THE CHAIRPERSON: None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

1. COVID-19 Update – Maintaining CDC Guidelines
2. Security Cameras
3. Audit Services
4. Interlocal Agreement for January 1, 2022 – December 31, 2022.

REPORT OF THE ASSISTANT DIRECTOR:

Summary of Cash:

Checking Account – \$782,663.27 – September 2021
\$782,165.15 – October 2021

CORRESPONDENCE: None

RESOLUTIONS:

Resolution 11-17-21-01 - Payment of Invoices

Upon a motion made by Mattie Anderson, seconded by Ann Commarato to approve resolution 11-17-21-01, Payment of Invoices.

Roll Call Vote:

Diane Nelson - Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier - Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

Resolution 11-17-21-02 – To Adopt Operating Budget FY2022

Upon a motion made by Ann Commarato, seconded by Tammy Carrier to approve resolution 11-17-21-02, to adopt Operating Budget FY2022.

Roll Call Vote:

Diane Nelson – Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier – Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

Resolution 11-17-21-03 – To Accept Annual Audit FY2020

Upon a motion made by Tammy Carrier, seconded by Mattie Anderson to approve resolution 11-17-21-03, to accept Annual Audit FY2020.

Roll Call Vote:

Diane Nelson – Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier – Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

Resolution 11-17-21-04 – To Adopt General Legal Services Contract

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to approve resolution 11-17-21-04, to Adopt General Legal Services Contract.

Roll Call Vote:

Diane Nelson – Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier – Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

Resolution 11-17-21-05 – To Renew Interlocal Management Agreement

Upon a motion made by Mattie Anderson, seconded by Ann Commarato to approve resolution 11-17-21-05, to Renew Interlocal Management Agreement.

Roll Call Vote:

Diane Nelson – Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier – Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

Resolution 11-17-21-06 – To Appoint JIF Fund Commissioner for the Fund Year 2022

Upon a motion made by Tammy Carrier, seconded by Carol DeBlasio to approve resolution 11-17-21-06, to Appoint JIF Fund Commissioner for the Fund Year 2022.

Roll Call Vote:

Diane Nelson – Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier – Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

Resolution 11-17-21-07 – To Adopt Revision of Payment Standards Effective January 1, 2022

Upon a motion made by Ann Commarato, seconded by Tammy Carrier to approve resolution 11-17-21-07, to Adopt Revision of Payment Standards Effective January 1, 2022.

Roll Call Vote:

Diane Nelson – Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier – Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

Resolution 11-17-21-08 – To Adopt 2022 Board Meeting Schedule

Upon a motion made by Tammy Carrier, seconded by Mattie Anderson to approve resolution 11-17-21-08, to Adopt 2022 Board Meeting Schedule.

Roll Call Vote:

Diane Nelson – Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier – Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

Resolution 11-17-21-09 – To Adopt 2022 Holiday Schedule

Upon a motion made by Ann Commarato, seconded by Tammy Carrier to approve resolution 11-17-21-09, to Adopt 2022 Holiday Schedule.

Roll Call Vote:

Diane Nelson – Aye Carol DeBlasio – Aye Mattie Anderson – Aye Tammy Carrier – Aye
Ann Commarato – Aye Mary Foley – Absent Thomas Foley – Absent

REPORT OF THE ATTORNEY:

1. Discussed memo regarding disclosures.
2. Tenant Issue

COMMITTEE REPORTS:

Finance – None
Personnel – None

Public Comment:

Unfinished Business – None

New Business – None

There being no further business before the board a motion made by Tammy Carrier, seconded by Ann Commarato to adjourn at 8:16 PM be approved. All in Favor.

MEETING HELD – November 17, 2021

ATTEST:

DOUGLAS G. DZEMA

SECRETARY/EXECUTIVE DIRECTOR