

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

**WEDNESDAY, DECEMBER 14, 2022  
5:00 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  
Colleen Beattie  
Tammy Carrier

Absent: Ann Commarato  
Mary Foley  
Thomas Foley

Upon a motion made by Tammy Carrier, seconded by Colleen Beattie to approve minutes of the regular meeting and executive sessions held on October 12, 2022.

**VOTE**

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
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 Tom Foley				X

**REPORT OF THE CHAIRPERSON:** None

**REPORT OF THE EXECUTIVE DIRECTOR:**

Douglas G. Dzema reported the following:

1. Next Board Meeting

**REPORT OF THE ASSISTANT DIRECTOR:**

**Summary of Cash:**

Checking Account:       \$880,946.45 – October 2022  
                                      \$869, 833.08 – November 2022

**CORRESPONDENCE:**     None

**RESOLUTIONS:**

**Resolution 12-14-22-01 - Payment of Invoices**

Executive Director: Douglas G. Dzema submitted the following resolution:

**MOVED/SECONDED**

**Resolution moved by Commissioner:** Tammy Carrier

**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 \$11,599.57 for October 2022 and \$9,591.85 for November 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:**

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
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 Tom Foley				X

**Resolution 12-14-22-02 – Renewing Interlocal Agreement for 2023**

Executive Director: Douglas G. Dzema submitted the following resolution:

**MOVED/SECONDED**

**Resolution moved by Commissioner:** Tammy Carrier

**Resolution seconded by Commissioner:** Diane Nelson

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 Interlocal Management Agreement to be renewed.
- 2 That the proper officers of the Authority be authorized to renew the Interlocal Management Agreement.
- 3 That this resolution shall take effect immediately.

**VOTE:**

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
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 Tom Foley				X

**Resolution 12-14-22-03 – To Ratify SEMAP Certification**

Executive Director: Douglas G. Dzema submitted the following resolution:

**MOVED/SECONDED**

**Resolution moved by Commissioner:** Diane Nelson

**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 SEMAP Certification be ratified.
- 2 That the proper officers of the Authority be authorized to ratify the SEMAP Certification
- 3 That this resolution shall take effect immediately.

**VOTE:**

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
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 Tom Foley				X

**Resolution 12-14-22-04 – To Approve 2023 Holiday Schedule**

Executive Director: Douglas G. Dzema submitted the following resolution:

**MOVED/SECONDED**

**Resolution moved by Commissioner:** Carol DeBlasio

**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 2023 Holiday Schedule be approved.
- 2 That the proper officers of the Authority be authorized to Approve the 2023 Holiday Schedule
- 3 That this resolution shall take effect immediately.

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
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 Tom Foley				X

**Resolution 12-14-22-05 – To Approve 2023 Board Meeting Schedule**

Executive Director: Douglas G. Dzema submitted the following resolution:

**MOVED/SECONDED**

**Resolution moved by Commissioner:** Diane Nelson

**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 2023 Board Meeting Schedule be approved.
- 2 That the proper officers of the Authority be authorized to Approve the 2023 Board Meeting Schedule
- 3 That this resolution shall take effect immediately.

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
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 Tom Foley				X

REPORT OF THE ATTORNEY:

1. Portability

**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 Colleen Beattie to adjourn at 5:36 PM be approved. All in Favor.

MEETING HELD – December 14, 2022

ATTEST:



DOUGLAS G. DZEMA

SECRETARY/EXECUTIVE DIRECTOR