

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

**WEDNESDAY, JANUARY 11, 2023
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 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
Ann Commarato
Mary Foley

Absent: Thomas Foley

Upon a motion made by Tammy Carrier, seconded by Ann Commarato to approve minutes of the special meeting session held on November 23, 2022.

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 Tom Foley				X

Upon a motion made by Tammy Carrier, seconded by Ann Commarato to approve minutes of the regular meeting and executive sessions held on December 14, 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 Tom Foley				X

REPORT OF THE CHAIRPERSON:

Diane Nelson reported the following:

1. Finance Committee opening

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

2. Hybrid Meetings
3. Reorganization Next Board Meeting
4. HCV Administrative Assistant
5. RPM Developer Fee
6. Addition of Board Meeting Date for November 8, 2023

REPORT OF THE ASSISTANT DIRECTOR:

Summary of Cash:

Checking Account: \$876,264.06 – December 2022

CORRESPONDENCE: None

RESOLUTIONS:

Resolution 01-11-23-01 - Payment of Invoices

Chairperson: Diane Nelson submitted the following resolution:

MOVED/SECONDED

Resolution moved by Commissioner: Tammy Carrier

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 list of bills in the amount of \$6,167.57 for December 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 Tom Foley				X

Resolution 01-11-23-02 – Resolution to Amend 2023 Board Meeting Dates

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 board meeting dates for the calendar year 2023 to be approved for amendment.
- 2 That the proper officers of the Authority be authorized to amend the board meeting dates for the calendar year 2023.
- 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 Tom Foley				X

Resolution 01-11-23-03 – To Appoint the JIF Fund Commissioner for the Fund Year of 2023

Chairperson: Diane Nelson 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 JIF Memo to Appoint a Fund Commissioner for the fund year 2023.
- 2 That the proper officers of the Authority be authorized to Appoint Douglas G. Dzema as the Fund Commissioner for the fund year of 2023.
- 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 Tom Foley				X

REPORT OF THE ATTORNEY:

1. Portability
2. OPRA Appeals

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 7:37 PM be approved. All in Favor.

MEETING HELD – January 11, 2023

ATTEST:

DOUGLAS G. DZEMA

SECRETARY/EXECUTIVE DIRECTOR