

HOUSING AUTHORITY OF THE BOROUGH OF HIGHLANDS
Ptak Towers
215 Shore Drive, Highlands, NJ 07732
February 26, 2019
REGULAR MEETING
Minutes of Public Portion

OPENING

Chair Miller called the meeting to order at 7:00PM.

ROLL CALL

Present: Rebecca Wells, Commissioner
Mae Rugg, Commissioner
Ida Tkoch, Commissioner
Dolores Francy, Commissioner
Ellen Williams, Commissioner
Ray Goddard, Commissioner
Gloria Miller, Chairperson

Also Present: Douglas G. Dzema, Executive Director
Renee DeMarco, Residential Operations Manager
John Bonello, Attorney

(Note: Hereafter, titles are abbreviated as: Chair, ViceChair, Comm, ED, Res, Atty)

APPROVAL OF MINUTES – January 22, 2019 Regular Board Meeting, Public Portion and Regular Board Meeting, Executive Session.

Motion made to adopt the minutes by Comm Goddard and seconded by Comm Wells. Chair Miller asked for a vote.

Aye	(7)	Wells, Rugg, Tkoch, Francy Williams, Goddard, Miller
Nay	(0)	
Abstention	(0)	
Absent	(0)	

PRESENTATION OF BILLS

Motion made to approve the February 2019 Bills List made by Comm Williams and seconded by Comm Francy. Chair Miller asked for a vote.

Aye	(7)	Wells, Rugg, Tkoch, Francy, Williams, Goddard, Miller
Nays	(0)	
Abstention	(0)	
Absent	(0)	

CORRESPONDENCE

ED Dzema – a number of notices have gone out to the residents pertaining to heat repair, bed bug sweep with the dog and a couple of other notices.

COMMITTEE REPORTS

Comm Rugg – Bingo is still going on. We had a nice Valentine's Day Bingo. Barbara brought everyone a box of candy. The bingo board is not working right, the numbers are bouncing back and forth. **Renee** – now that you have reported an issue with the board, we will call for repair.

Comm Tkoch – Ash Wednesday is March 6, don't know if they are bringing ashes over here. The community center is having St. Patrick's Day activities on March 10. OLPH is having Corn Beef Dinner Dance on March 16 for \$25, you can pay at the door. The parade is March 23, Dolores and her husband are the Grand Marshals.

Comm Williams – Regarding the St. Patrick's Day activities on March 10, my group is performing. We have an Irish Band that will be there. It is 1pm – 3pm, with food. There will be no cost, it will be terrific. We continue to have the story telling the last Monday of the month. I reached out to Becky as we would like to have a teacher at the school to work with to do an intergenerational oral history project with the students. **Comm Wells** - I added it to my agenda for the BOE meeting as I am head of the curriculum committee.

Renee - February Vacancy Report: 0 vacancies at Ptak and JPM. At Ptak we have 8 residents and 118 non-residents on the waiting list. At JPM we have 5 residents and 76 non-residents on the waiting list.

OFFICERS & STAFF REPORTS

ED Dzema – We are ongoing with our new software, PHAWeb, training in Perth Amboy. Renee and the staff have been involved. The government shutdown is over for now. There was no damage or interruption for us. We had a nice Valentine's Day party at Ptak provided by CareOne. They provided entertainment and refreshments for the tenants. Kim Gonzales, the BA also joined. Capital Report – The T-Mobile agreement has been signed, now T-Mobile will work on all approvals necessary to install the antennas. RAD Projects: the Ptak replacement entry door bid is due March 5, the Ptak and JPM lighting upgrades bid is due March 12, the Ptak Masonry façade repairs bid is due March 19, the JPM boiler project design is due to be complete March 8 then we will go out to bid at that time, the JPM window replacement bids did come in and are being reviewed by our engineer - we will decide whether we will move forward or re-bid based on the quality of the low bidders, the JPM kitchen replacement bids are due tomorrow, February 27, and the JPM sanitary line replacement RFP is due March 5.

OLD BUSINESS – None to report.

NEW BUSINESS – None to report.

RESOLUTIONS

FY19-018 – Resolution ratifying the hiring of a part time custodian.

Motion was made by Comm Wells seconded by Comm Francy.

Aye (7) Kane, Rugg, Tkoch, Francy, Williams, Goddard, Miller
Nay (0)
Abstention (0)
Absent (0)

PUBLIC PORTION – No Questions

Chair Miller closed the public portion.

EXECUTIVE SESSION /ADJOURNMENT

Motion made by Comm Francy to move to Executive Session and adjourn meeting, and seconded by Comm Wells. All in favor.

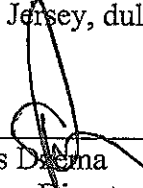
-Chair Miller closed the public meeting at 7:20PM.

Motion to adopt February 26, 2019 Regular Board Meeting, Public Portion Minutes and the Regular Meeting Executive Session moved by Commissioner Goddard and seconded by Commissioner Wells.

Roll Call for Adoption of February 26, 2019 Regular Board Meeting Minutes

	Ayes	Nays	Absent	Abstain
Commissioner Wells	X			
Commissioner Rugg			X	
Commissioner Tkoch	X			
Commissioner Francy	X			
Commissioner Williams	X			
Commissioner Goddard	X			
Chairperson Miller	X			

The foregoing is a true copy of the Minutes adopted at a Regular Meeting of the Housing Authority of the Borough of Highlands, New Jersey, duly called and held on the 26th, day of March 2019.



Douglas D'Amico
Executive Director