

HOUSING AUTHORITY OF THE BOROUGH OF HIGHLANDS
Ptak Towers
215 Shore Drive, Highlands, NJ 07732
June 18, 2019
REGULAR MEETING
Minutes of Public Portion

OPENING

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

ROLL CALL

Present: Rebecca Wells, Commissioner
Ida Tkoch, Commissioner
Dolores Francy, Commissioner
Ray Goddard, Commissioner
Gloria Miller, Chairperson

Absent: Mae Rugg, Commissioner
Ellen Williams, Commissioner

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

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

APPROVAL OF MINUTES – *May 28, 2019 Annual, Regular Board Meeting, Public Portion and Executive Session.*

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

Aye	(5)	Wells, Tkoch, Francy Goddard, Miller
Nay	(0)	
Abstention	(0)	
Absent	(2)	Rugg, Williams

PRESENTATION OF BILLS

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

Aye	(5)	Wells, Tkoch, Francy, Goddard, Miller
Nays	(0)	
Abstention	(0)	
Absent	(2)	Rugg, Williams

CORRESPONDENCE

ED Dzema – We have various Notices to the Residents.

COMMITTEE REPORTS

Comm Tkoch – Thank you for the cameras down the hallways. I feel safe now. The shopping bus stopped at Daniel Towers the other day and I noticed we have so much more here than they have there. Also, you are all invited to our Anniversary Party at 1pm on July 15, I hope you can all make it.

Renee – June Vacancy Report: 0 vacancies at Ptak and JPM. At Ptak we have 8 residents and 76 non-residents on the waiting list. At JPM we have 7 residents and 43 non-residents on the waiting list.

OFFICERS & STAFF REPORTS

ED Dzema –

- The smokers are going to be evicted from their area outside later this week due to the construction, the borough is working on the gas lines. We will move the smoking bench to the back of the parking lot. It should only take one day.
- Tom Falkowski is back at work.
- The doors will be out of here before the party. The contractors will begin on Thursday at JPM and here on Monday; they should fly right through installing them.
- I was waiting for your feedback on the employee incentive plan that we briefly discussed the last meeting. I will put something together for our next meeting for your review.
- A number of boards take off for the months of July and August. Are all in agreement to take July off? We have to vote on it and we will still have a voice/email vote for the July Bills List. The cancellation will be published.

Motion was made by Comm Wells seconded by Comm Francy to cancel July's Board Meeting.

Aye	(5)	Wells, Tkoch, Francy, Goddard, Miller
Nay	(0)	
Abstention	(0)	
Absent	(2)	Rugg, Williams

OLD BUSINESS – None to report.

NEW BUSINESS – None to report.

RESOLUTIONS

Public Hearing for the adoption of the FY 2020 budget only.

ED Dzema – This budget was introduced to the Finance Committee 2 months ago, it was then approved here by the Board, sent to the State Department of Community Affairs; and returned to us with no comments. It has \$35,000 in it that we hope will be extra money that we will put in the bank that will be saved. Are there any comments and or questions? No questions.

Public Hearing closed.

FY19-040 – Resolution adopting the annual budget for FY 2020.

Motion was made by Comm Goddard seconded by Comm Tkoch.

Aye	(5)	Wells, Tkoch, Francy, Goddard, Miller
Nay	(0)	
Abstention	(0)	
Absent	(2)	Rugg, Williams

PUBLIC PORTION

- No questions/comments.

Chair Miller closed the public portion.

EXECUTIVE SESSION /ADJOURNMENT

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


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

Motion to adopt June 18, 2019 Regular Board Meeting, Public Portion Minutes moved by Commissioner Tkoch and seconded by Commissioner Wells.

Roll Call for Adoption of June 18, 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 27th, day of August, 2019.



 Douglas Dzema
 Executive Director