

HOUSING AUTHORITY OF THE BOROUGH OF HIGHLANDS
Ptak Towers
215 Shore Drive, Highlands, NJ 07732
March 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
Ida Tkoch, Commissioner
Dolores Francy, Commissioner
Ellen Williams, Commissioner
Ray Goddard, Commissioner
Gloria Miller, Chairperson

Absent: Mae Rugg, Commissioner

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 – February 26, 2019 Regular Board Meeting, Public Portion and Regular Board Meeting, Executive Session; and March 6, 2019 Special Board Meeting, Public Portion.

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

Aye	(6)	Wells, Tkoch, Francy Williams, Goddard, Miller
Nay	(0)	
Abstention	(0)	
Absent	(1)	Rugg

PRESENTATION OF BILLS

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

Aye	(6)	Wells, Tkoch, Francy, Williams, Goddard, Miller
Nays	(0)	
Abstention	(0)	
Absent	(1)	Rugg

CORRESPONDENCE

ED Dzema – There were several resident notices pertaining to bulk pick up, unit inspections and the bed bug dog sweep. Please be reminded that the bed bug dog sweep is tomorrow.

COMMITTEE REPORTS

Comm Williams – I would like to bring up tenant Jackie White. She has been painting with another tenant/artist, Mary Sommer. This is her painting, we discussed this at our workshop. Also we are talking about working with the school and having an intergenerational program. Comm Wells brought it up at her Board of Ed meeting and the principal did call me, we will work on setting something up for the spring. I also want to thank everyone that came to the performance. I am in a band at Rutgers and we were at the Irish festival on March 10 at the rec center. We had a great turnout from the building. The borough sent a bus for our tenants. There was food and entertainment, it was a nice afternoon.

Comm Tkoch – The St. Patrick’s Day parade was Saturday, Comm Francy and Chris were the Grand Marshals. We are starting to decorate the elevator lobby for Easter. I would like to see cameras down the hallways. Someone knocks on the doors in the middle of the night.

Renee - March Vacancy Report: 0 vacancies at Ptak and JPM. At Ptak we have 5 residents and 78 non-residents on the waiting list. At JPM we have 6 residents and 38 non-residents on the waiting list.

OFFICERS & STAFF REPORTS

ED Dzema – At our next board meeting we will have our audit done and will present it to the board, we will get it to the Finance Committee first. Also we will have the budget introduction so Tom Furlong will be here. I would like to schedule a finance committee meeting for Tuesday, April 16, at 6:30pm.

OLD BUSINESS – None to report.

NEW BUSINESS – None to report.

RESOLUTIONS

FY19-025 – Resolution awarding the contract for the lighting upgrades at Jennie Parker Manor and Ptak Towers to VA Electrical Contractor LLC in the amount of \$44,000.00.

Motion was made by Comm Goddard seconded by Comm Francy.

Aye	(6)	Kane, Tkoch, Francy, Williams, Goddard, Miller
Nay	(0)	
Abstention	(0)	
Absent	(1)	Rugg

Just a quick announcement – on April 11 at 6:30pm, we will have Charlie Wells and David Parker from the Highlands Fire Department here to go over Evacuation and Fire Procedures.

PUBLIC PORTION

Missy Sloben, apt. 511 – I would just like to thank Joe, he is always there when needed.

Chair Miller closed the public portion.

EXECUTIVE SESSION /ADJOURNMENT

No Executive Session needed.

Motion made by Comm Wells to adjourn the meeting and seconded by Comm Francy. All in favor.


-Chair Miller closed the public meeting at 7:30PM.

Motion to adopt March 26, 2019 Regular Board Meeting, Public Portion Minutes moved by Commissioner Williams and seconded by Commissioner Goddard.

Roll Call for Adoption of March 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 23rd, day of April 2019.



Douglas Dzema
Executive Director