

HOUSING AUTHORITY OF THE BOROUGH OF HIGHLANDS
Ptak Towers
215 Shore Drive, Highlands, NJ 07732

January 29, 2025
REGULAR MEETING
Minutes of Public Portion

OPENING

Chair Miller called the meeting to order at 6:30PM.

ROLL CALL

Present: Rebecca Wells, Commissioner
Ellen Williams, Commissioner
Dolores Francy, Commissioner
Nancy Messina, Commissioner
Lori Hohenleitner, Commissioner
Chris Misita, Commissioner
Gloria Miller, Chairperson
Absent: John Bonello, Esq.
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 – *December 18, 2024 Regular Board Meeting, Public Portion*

Motion made to adopt the minutes by Comm Hohenleitner and seconded by
Comm Wells.

Chair Miller asked for a vote.

Aye	(6)	Wells, Francy, Williams, Hohenleitner, Misita, Miller
Nay	(0)	
Abstention	(0)	
Absent	(1)	Messina

PRESENTATION OF BILLS

Motion made to approve the January Bills List by Comm Williams and seconded by
Comm Mistia.

Chair Miller asked for a vote.

Aye	(6)	Wells, Francy, Williams, Hohenleitner, Misita, Miller
Nay	(0)	
Abstention	(0)	
Absent	(1)	Messina

CORRESPONDENCE –

As noted on the list of Notices that went out: OLPH did a mass – they will hold one every three months, Muriel Smith does come and administer communion weekly to the residents, a reminder went out to all Residents that the rent is due the 5th of the month or late fees will be charged, Comm William's "How do you See Your World" Workshop flyer went out as well as a flyer for the Chair Yoga / Exercise that is being held every Friday afternoon.

COMMITTEE REPORTS –

Vacancy Report: Ptak and JPM have 0 vacancies. At Ptak: 7 residents and 87 non-residents on the waiting list. At JPM: 6 residents and 17 non-residents on the waiting list.

Comm William – Our next meeting is February 10 for our "How do you See Your World Workshop." We now have poster board for some things that the group may want to mount, artwork or things that they have created. We get new people all the time, it is good to know people are inspired to create and work on things.

OFFICERS & STAFF REPORT –

ED Dzema – Our next board meeting is February 26 at 6:30pm. We have a new president as of the 20th and as of Monday we had all our government spending opportunities frozen. Trillions of dollars were frozen so our concerns were could we spend money to get subsidy, pay bills. There was a temporary pause put on yesterday because a number of advocates went to court to stop the white house from holding up our funds and today the white house rescinded the notice and pulled back on it in total. In effect, our funding was fine. The generator here at Ptak is giving us a problem. It still runs but the radiator is leaking and there is a problem with the head. The contractor that maintains it gave us a proposal for repair, but once they open up the machine there is no telling how much more work may need to be done. It is a 7-year-old machine so we are also going to go out and get proposals for a new one as that may be more cost efficient.

OLD BUSINESS – None

NEW BUSINESS - None

RESOLUTIONS –

FY25-007 – Resolution authorizing the extension of the contract for plumbing repair services to January 31, 2027.

Motion was made by Comm Wells and seconded by Comm Williams.

Chair Miller asked for a vote.

Aye	(7)	Wells, Williams, Francy, Messina, Hohenleitner, Misita, Miller
Nay	(0)	
Abstention	(0)	
Absent	(0)	

PUBLIC PORTION –

Kathleen Johnson, apt. 314 – we desperately need new windows up there, the cold comes right through. Sometimes I close my drapes during the day to keep the cold out. **EDDzema** - It is a battle we fight. The colder it gets, the windows bleed. The vinyl composite will bleed when it gets down to 7 degrees. The windows are not in sad physical condition. **Carol Szczepaniak** – when will that be looked at again? **EDDzema** – I will look at the report from the architect and see when it is specked at to be looked at again.

ADJOURNMENT-

Chair Miller closed the public meeting at 6:48PM.


Motion made by Comm Williams to adjourn meeting, and seconded by Comm Francy . All in favor.

Motion to adopt January 29, 2025 Regular Board Meeting, Public Portion Minutes moved by Commissioner Williams and seconded by Commissioner Hohenleitner .

Roll Call for Adoption of January 29, 2025 Regular Board Meeting Minutes

	Ayes	Nays	Absent	Abstain
Commissioner Wells			X	
Commissioner Francy	X			
Commissioner Williams	X			
Commissioner Messina	X			
Commissioner Hohenleitner	X			
Commissioner Misita	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, 2025.



Douglas Dzema
Executive Director