

HOUSING AUTHORITY OF THE BOROUGH OF HIGHLANDS

Ptak Towers

215 Shore Drive, Highlands, NJ 07732

June 30, 2021

REGULAR MEETING

Minutes of Public Portion

Meeting was conducted via Zoom. Meeting ID and Password were posted on the Highlands Housing Authority website for public access to the meeting.

OPENING

ED Dzema called the meeting to order at 7:00PM, Reading of the Meeting Notice and Pledge of Allegiance.

ROLL CALL

Present: Mae Rugg, Commissioner
Ida Tkoch, Commissioner
Ellen Williams, Commissioner
Dolores Francy, Commissioner
Nancy Messina, Commissioner
Absent: Gloria Miller, Chairperson
Rebecca Wells, Commissioner
Also Present: Douglas G. Dzema, Executive Director
Renee DeMarco, Residential Operations Manager
John Bonello, Esquire

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

APPROVAL OF MINUTES – May 25, 2021 Annual and Regular Board Meeting, Public Portion

Motion made to adopt the minutes by Comm Messina and seconded by Comm Williams. ED Dzema asked for a vote.

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

PRESENTATION OF BILLS

Motion made to approve the June 30, 2021 Bills List by Comm Williams and seconded by Comm Francy. ED Dzema asked for a vote.

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

CORRESPONDENCE

ED Dzema –The list reflects Notices that have gone out to the residents and the COVID-19 distribution list.

COMMITTEE REPORTS

Comm Tkoch – the guys are working hard around the building. Everything is fine. Are they working on the parking lot? **Renee** – we haven’t heard back on the parking lot repairs yet. **ED Dzema** – we really need to repave at some point so we are looking at cost estimates to do half the lot then the entire lot. We may end up doing repairs until pricing becomes reasonable again. **Comm Williams** – When will the community room be open again? **ED Dzema** – Renee and I have been talking about this for the last 2 weeks, the staff plans on having it open for this weekend. We want to just have it open for the residents, also we want to have it as a cooling site. We would have liked to have had it opened now, it just didn’t work out as we had some work to do in the room. At this time, we are not inviting coordinated events (bingo, etc.), we will relook that in a couple of weeks. We are also opening up the back patio, including the grills and tables. **Comm Williams** – Renee I will be in contact with you when our Story Telling can start up again. **ED Dzema** – I would like to discuss coming back to live meetings in our community room; Renee and I are prepared to come back in July. **Atty Bonello** – Government restrictions end August 1. **ED Dzema** - Ellen, Nancy, Dolores and Mae are all willing to come back to a live meeting, I hear no objections. I will voice the same to our Chairperson and Becky.

OFFICERS & STAFF REPORT –

We have a new exterminator in the building. We are getting good reports from the residents and the staff. They are thorough, they are using the spray when they can and they are going into every apartment and evaluating living conditions providing inspection reports.

Renee – June Vacancy Report: Ptak and JPM have 0 vacancies. At Ptak: 2 residents and 60 non-residents on the waiting list. At JPM: 2 residents and 16 non-residents on the waiting list.

OLD BUSINESS – None

NEW BUSINESS – None

RESOLUTIONS

FY21-032– Resolution authorizing the extension of the contract for heating, air conditioning and ventilation maintenance and repair services with Able Mechanical, Inc.

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

ED Dzema asked for a vote.

- Aye (4) Rugg, Tkoch, Francy, Williams
- Nay (0)
- Abstention (0)
- Absent (3) Wells, Messina, Miller

FY21-033 – Resolution adopting the annual budget FY 2022.

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

ED Dzema asked for a vote.

Aye	(4)	Rugg, Tkoch, Francy, Williams
Nay	(0)	
Abstention	(0)	
Absent	(3)	Wells, Messina, Miller

PUBLIC PORTION –

ED Dzema closed the public portion.

ADJOURNMENT – ED Dzema closed the public meeting at 7:30PM.

Motion made by Comm Rugg to adjourn meeting, and seconded by Comm Tkoch. All in favor.

Motion to adopt the June 30, 2021 Regular Board Meeting, Public Portion Minutes

moved by Commissioner Williams and seconded by Commissioner Francy.

Roll Call for Adoption of June 30, 2021 Regular Board Meeting Minutes

	Ayes	Nays	Absent	Abstain
Commissioner Wells	X			
Commissioner Rugg			X	
Commissioner Tkoch	X			
Commissioner Francy	X			
Commissioner Williams	X			
Commissioner Messina	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 July, 2021.



 Douglas Dzema
 Executive Director