

**MINUTES
SUMMIT HOUSING AUTHORITY
November 19, 2020**

7:00 P.M.

NEW JERSEY OPEN PUBLIC MEETINGS ACT NOTICE

Chairperson Galietti called the meeting to order at 7:05pm. The following Commissioners were present: Commissioners Galietti, White, Dresdale, Pollock, and Zimmerman. Commissioner Kane attended starting at 7:30pm. Commissioner Ellis was absent. Also present were Executive Director Joseph M. Billy, Jr., JoAnn Sonmez, Sr Housing Manager, Jackie Roundtree. Mr. Billy read the Open Public Meetings Act Notice. Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an Annual Notice dated December 18, 2019 setting forth the date, time and place of this meeting. Said notice was filed with the City Clerk of the City of Summit, published in the local newspapers of record and posted on the Authority's website. Additionally, a public notice was published in the Union County Local Source newspaper dated November 12, 2020 advising that this meeting would be conducted via ZOOM Video Conferencing.

Mr. Billy led those in attendance in a salute to the flag.

MINUTES: NONE

REPORT OF THE CHAIRPERSON: Chairperson Galietti opened with discussion of Covid-19 Testing, staffing, remote operations and updating our Emergency Operations Plan. Additional discussion took place regarding the meeting time for our December 15th meeting.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

- The snow supplies (calcium and salt) were received. All our equipment has been serviced and are prepared for the winter months.
- CDBG applications for 2021 are due to the county by 12/11/20.
- Covid-19 protocols are continuing at Chestnut. Testing for Covid-19 was held last Tuesday, November 17, 2020. There were 90 residents that participated. The Broad Street parking paving project was completed by contractor.

- The staircases have been installed at Glenwood. The punch list items are still ongoing. To date we have paid the contractor \$179,000 and owe \$242,000 less damages. We have Completed window installations except for four units in Building #6 and Laundry room. On this project we have paid the contractor \$265,00 and owe \$130,000.
- We have several Resolutions tonight in preparation for 2021 Operations including awarding contracts for Legal Counsel & Fee Accountant.

Operations: Commissioner Pollock reviewed the Treasurer's Report. There is no Budget to Actual due to staff outages and quarantine lockdown. We'll catch up with those next month. Glenwood has three vacancies. Weaver has none and Chestnut has one.

Affordable Housing: Commissioner White had no report at this time.

Personnel Committee: Commissioner Zimmerman reported that she and Commissioner Pollock will be meeting with the Executive Director shortly to go over Progress Report for 2020 and goals for 2021. She would like to get this done before the year's end.

Buildings & Grounds: Commissioner Dresdale reported on the recent Covid-19 Testing at Chestnut. There was a nice turnout. Family site testing to be set up.

PUBLIC COMMENT:

Ann McPherson (Chestnut Resident): The resident would like to see the stairwells painted. She also felt that the doors on the Broad Street side may need to be replaced with lighter doors. Resident wanted to know if a part-time Social Worker would be returning to the building. Chestnut has not had a Social Worker due to Covid-19. She questioned the process for disinfecting the building and is asking about the cleaning of her floors.

OLD BUSINESS: NONE

NEW BUSINESS: NONE

CORRESPONDENCE: NONE

RESOLUTIONS:

20-19-11-1: Resolution Authorizing the Award of a Contract to William Katchen, CPA of Cliffside Park, NJ to provide Fee Accountant Services for the One Year Period of January 1, 2021 through December 31, 2021 in an amount nor to Exceed \$30,000.00

- 20-19-11-2: Resolution Authorizing the Award of a Contract to the Law Offices of William R. Connelly, LLC of Mendham, NJ to provide General Legal Services for the One Year Period of January 1, 2021 through December 31, 2021
- 20-19-11-3: Resolution Adopting the 2021 Regular Meeting Schedule of the Board of Commissioners of The Housing Authority of the City of Summit.
- 20-19-121-4: Resolution Designating the Financial Institutions for the Banking Needs of the Housing Authority of The City of Summit
- 20-19-11-5: Resolution Designating the Official Newspapers for the Publication of the Public Notices and Advertisements for The Housing Authority of the City of Summit

Commissioner Zimmerman moved for a Consent Agenda for Resolutions 20-19-11-1 to 20-19-11-5. Commissioner Pollock seconded the Consent Agenda. Upon roll call, All Commissioners voted in the Affirmative. The Resolutions were adopted.

Council Liaison: Council person Beth Little provided an update on the status of COVID-19 in the city and at Overlook Hospital.

There being no further business before the Board, Commissioners Zimmerman and White moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 8:39pm.

NEXT MEETING DATE

Wednesday December 16, 2020 at 7:00 pm
Via ZOOM Video Conferencing

Respectfully submitted,
Joseph M. Billy, Jr., Executive Director/Secretary