

MINUTES
SUMMIT HOUSING AUTHORITY
December 16, 2020

7:00 P.M.

NEW JERSEY OPEN PUBLIC MEETINGS ACT NOTICE

Chairperson Galietti called the meeting to order at 7:07pm. The following Commissioners were present: Commissioners Galietti, White, Dresdale, Ellis, Pollock, and Zimmerman. Commissioner Kane was absent. Also present were Executive Director Joseph M. Billy, Jr., JoAnn Sonmez, Sr Housing Manager, Jackie Roundtree, Housing Manager and Mayda Kuriawa, Office Administrator. 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 December 3, 2020 advising that this meeting would be conducted via ZOOM Video Conferencing.

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

THE MINUTES OF OCTOBER 28, 2020: Commissioners Pollock and Dresdale moved and seconded approval of the minutes. All Commissioners voted affirmative. The Minutes were approved.

REPORT OF THE CHAIRPERSON: Chairperson Galietti – Greg Vartan (Common Council) will be serving as the Council Liaison commencing in January 2021. This is the last Board meeting for Commissioners Pollock and Zimmerman. The Chair and Board members thanked them both for their many years of dedicated service. Their contributions will be greatly missed. We will be presenting new Board members in January.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

- We will be holding our annual Door Decorating Contest for the residents in all our buildings. There will be one winner at Chestnut for each floor. At Glenwood and Weaver there will be one winner per building. Notice were sent out to all residents to participate in this fun event. Some of the displays in the past have been fantastic. It provides enjoyment to all residents in our buildings.

- To date we have not been notified by Megan Avallone (Director at the Westfield Regional Health Department) of any COVID-19 cases reported on our properties. We are in the process of setting up testing for our Glenwood and Weaver locations. Testing was done at the Chestnut location in November. We are attempting to get the organization to return at a future date.

ANNUAL REORGANIZATION – ELECTION OF OFFICERS 2021:

Mr. Billy assumed the Chair of the meeting and defined the election process in accordance with the bylaws. A general discussion took place.

OFFICE OF CHAIR: Commissioner White nominated Chairperson Galietti to serve as Chair, seconded by Commissioner Ellis. There being no other nominations, Commissioner Zimmerman moved to close the nominations, seconded by Commissioner Pollock. All Commissioners voted in an affirmative to close nominations.

Upon roll call, all Commissioners voted in the affirmative to re-elect Commissioner Galietti as Chair for the 2021 term.

OFFICE OF VICE-CHAIR: Commissioner Zimmerman nominated Commissioner White to serve as Vice-Chair, seconded by Commissioner Dresdale. There being no other nominations, Commissioner Pollock moved to close the nominations, seconded by Commissioner Zimmerman. All Commissioners voted in the affirmative to close nominations.

Upon roll call, all Commissioners voted in the affirmative to re-elect Commissioner White as Vice-Chair for the 2021 term.

Operations: Commissioner Pollock reported on the Budget to Actual. We have been operating on a deficit due to expenses in extra ordinary maintenance for the Sewer Project at Chestnut. The city has approved reimbursement of \$290,000 for the Windows and Staircase Projects at Glenwood and also collected \$32,000 from the cell telephone towers. We will anticipate closing out the year reporting a \$150,000 deficit. Glenwood has three vacancies. Weaver has no vacancies. Chestnut has one vacancy.

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

Personnel Committee: Commissioner Zimmerman and Pollock met with Executive Director to discuss his progress report. Adjustments were made and sent to Chairperson Galietti. All personnel issues will be discussed at the January 27, 2021 Board meeting.

Buildings & Grounds: Commissioner Dresdale reported that we are getting more attendance at the ZOOM meetings at Chestnut. She would like that to improve in all our sites so that there are

fewer miscommunications and misunderstandings about what is happening in the buildings. She spoke about installing automatic doors (Broad St.) at Chestnut. She wanted to know about placing a Social Service worker at Chestnut. Mr. Billy responded by saying that we placed an advertisement in the newspaper for that part-time position. We are currently waiting on resumes to come through. Project goals for 2021 at all sites will be reviewed next year. Submit any projects to Chairperson Galietti that you think need to be added for 2021.

PUBLIC COMMENT: NONE

OLD BUSINESS: NONE

NEW BUSINESS: NONE

CORRESPONDENCE: A packet was provided.

RESOLUTIONS:

20-16-12-1: Resolution Confirming the Approval of the Payment of Invoices for the Period of October 29, 2020 Through December 2, 2020

20-16-12-2: Resolution Requesting the Approval for Payments of Invoices for the Period of December 3, 2020 Through December 16, 2020

20-16-12-3: Resolution to Adopt the Annual Budget for January 1, 2021 to December 31, 2021 (DCA)

20-16-12-4: Resolution Authorizing the Award of a Contract to The Alamo Insurance Group, Inc. of North Bergen, NJ to Provide Professional Services as a Risk Management Consultant for One Year Period of January 1, 2020 Through December 31, 2021.

20-16-12-5: Resolution Appointing Joseph M. Billy Jr., as a Fund Commissioner to the New Jersey Public Housing Authority Joint Insurance Fund for Fund Year 2021.

20-16-18-6 Resolution Authorizing the Award of a Contract to The Metro Company, LLC of Jersey City, NJ to Provide Professional Services as an Affordable Housing/Re-Development Consultant in an amount not to exceed \$15,000.

Commissioner White moved for a Consent Agenda for Resolutions 20-16-12-1 to 20-16-12-6. Commissioner Zimmerman seconded the Consent Agenda. Upon roll call, All Commissioners voted in the Affirmative. The Resolutions were adopted.

Council Liaison: Beth Little introduced Greg Vartan as the new Council Liaison. He said that residents rely on this group to live up to its mission statement of providing safe and affordable housing for low income families and seniors. It will be his responsibility as liaison to help in

that endeavor. He will provide an additional voice for accountability. He will also be asking questions of this Board or the staff when it relates to the health and safety of the residents. He will assist when the Board needs access to city personnel and resources. He will be reporting any information that will affect the residents or properties of The Housing Authority. Greg is looking forward to a good and challenging year filled with opportunities.

There being no further business before the Board, Commissioners White and Dresdale moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 7:59pm.

NEXT MEETING DATE

**Wednesday January 27, 2021 at 7:00 pm
Via ZOOM Video Conferencing**

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