

**MINUTES OF THE ASBURY PARK HOUSING AUTHORITY BOARD OF
COMMISSIONERS REGULAR MEETING HELD DECEMBER 12, 2022**

The session convened at 6:08 pm with the following persons present:

Present:

Chairman Gregory Hopson, Sr.

Vice Chairman Garrett M. Giberson

Commissioner Angeline Brown

Commissioner Charlotte McAllister

Commissioner Nina M. Summerlin

Commissioner Carol Torre

Commissioner Donna Troppoli

Also Present:

Thomas Sahlin. Executive Director

Qaasim Johnson, Director of Housing

Edwin McDonald, Director of Maintenance

Serena DiMaso, Legal Counsel Associate

Aldrin Peralta, Supervisor of Maintenance

Shemea Marshall, Supervisor of Accounts/HR

Jean Marc David, Finance

Tony Giampaolo, Auditor

Jenill Emery, Section 8

Suzan Hirshman. Section 8

Salute to the Flag led by: Thomas Sahlin

Required Public Notice read by Thomas Sahlin.

NOTICE: In accordance with the Local Public Meetings Act of 1975 and as *amended*, advanced notice of the meeting including the agenda, was sent to the local newspapers, delivered to the City Clerk's Office, and posted at all Asbury Park Housing Authority Offices at least (48) hours prior to convening the meeting.

PUBLIC PARTICIPATION

(Motion to Open Public Participation moved by Commissioner McAllister and seconded by Commissioner Brown.)

Annette Harrell, Asbury Park Village – Tenant concerns (letters provided).

Tony Giampaolo, Auditor – Audit review for FYE March 31, 2022.

(Motion to Close Public Participation moved by Commissioner McAllister and seconded by Chairman Hopson.)

Chairman Hopson – Does anyone have any questions on anything on the agenda as I am getting ready to ask for a consent agenda for the last meeting of the year?

Commissioner Torre - Are you combining the resolutions, is that what you're doing?

Chairman Hopson -Yes, unless you have any comments, questions, or concerns about any particular item. We can separate that out and come back to it.

Commissioner Torre -I have a question on the resolution for the fire contract and a question on the T-Mobile.

Thomas Sahlin - So Resolution 12-02-22 and 12-03-22.

Serena DiMaso - So, your request Chairman, is to have a consent agenda on items 2 through 7, omitting items 4 and 5?

Chairman Hopson - Correct.

(ALL IN FAVOR TO ACCEPT A CONSENT AGENDA ON ITEMS 2 THROUGH 7, OMITTING ITEMS 4 AND 5.)

(ALL IN FAVOR TO APPROVE A CONSENT AGENDA ON ITEMS 2 THROUGH 7, OMITTING ITEMS 4 AND 5.)

ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING HELD NOVEMBER 14, 2022

(There were no further discussions or comments on this from the Commissioners.)

Ayes- Commissioners Brown, McAllister, Summerlin, Torre, Troppoli, Vice Chairman Giberson, and Chairman Hopson

Opposed- None

Absent- None

Abstain- None

RESOLUTION 12-01-2022 - RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF NOVEMBER 2022, INCLUDING SECTION 8 EXPENDITURES.

(Acceptance of this Resolution moved by Commissioner McAllister and seconded by Commissioner Summerlin.)

(There were no further discussions or comments on this Resolution from the Commissioners.)

Ayes- Commissioners Brown, McAllister, Summerlin, Torre, Troppoli, Vice Chairman Giberson, and Chairman Hopson

Opposed- None

Absent- None

Abstain- None

RESOLUTION 12-02-2022 - RESOLUTION AUTHORIZING A CONTRACT AMENDMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF ASBURY PARK AND CITY FIRE EQUIPMENT FOR THE PURPOSE OF ADDRESSING INSPECTION DEFICIENCIES, SUBJECT TO LEGAL COUNSEL OPINION

(Acceptance of this Resolution moved by Commissioner Summerlin and seconded by Vice Chair Giberson.)

Commissioner Torre – This is to accrue the overage from the contract that we have with them, is that correct?

Thomas Sahlin - It will be an overage upon completion of repairs that have not yet began.

Commissioner Torre – My question is they talk about in once case replacing three or four smoke detectors in tenants apartments and there was something else they were doing. But what jumped out at me was the fact that the charge was \$179.00 an hour per person with a minimum of two and a minimum of two hours to complete the job. I just find a \$179.00 an hour to install smoke detectors in an apartment outrageously high. Am I missing something here? Somebody clarify.

Thomas Sahlin -I would not say you're missing anything Commissioner Torre. So, when we actually put this contract out for bid, they were required to stipulate what their technician's hourly rate would be. It is a bit more involved with just pulling the smoke detector down and putting a new one in. There is some programming to the panels and troubleshooting prior to the repairs. So again, it is a bit more involved. Ed, we did check the quoted rates and that's in line with the quoted rates?

Edwin McDonald -Yes that was the quoted rates that were awarded in the contract.

Commissioner Torre – Well, he said it is a bit more involved. What more is involved?

Edwin McDonald – So, it's just not switching out the device. They have to go into the panel, they have to remove the device they are taking out from the system, and then they have to reprogram the panel with the new device so it knows when that device goes out, which apartment it is coming from. So, all the devices are hardwired back to the panel so that when there is an alarm, it shows where that alarm actually is.

Commissioner Torre – Ok. I get that. What I am questioning is the hourly rate for the work?

Edwin McDonald -That was the hourly rate that they submitted when we awarded them the contract.

Commissioner Torre – I realize that. I am not saying we can change that because it is already part of the original contract. I just want clarification why the rate is so high. I get what you're saying about the power box and the complexity of the work, but am I missing something?

Edwin McDonald -There are prevailing wage rates that tend to be higher than what you would do if you were to hire someone to come into your home and do some electrical work. So you have the prevailing rates plus the overhead and profit built into those rates.

Thomas Sahlin -To add on to that, as part of the public bidding process, they were actually the lowest responsive bidder in terms of their rates.

Commissioner Torre – Ok.

(There were no further discussions or comments on this Resolution from the Commissioners.)

Ayes- Commissioners Brown, McAllister, Summerlin, Torre, Troppoli, Vice Chairman Giberson, and Chairman Hopson

Opposed- None

Absent- None

Abstain- None

RESOLUTION 12-03-2022 RESOLUTION AUTHORIZING THE ASBURY PARK HOUSING AUTHORITY TO AMEND ITS SETTLEMENT AND RELEASE AGREEMENT WITH T-MOBILE NORTHEAST, LLC

(Acceptance of this Resolution moved by Vice Chair Giberson and seconded by Commissioner Brown.)

Commissioner Torre – Looking over it, I know this is an amendment to a correction to a settlement made and that there was additional fees because of the time that passed and we are voting to add on that. My question is there was a rate or a total amount of and I cannot access the paperwork but I believe it was \$51,000.00 for them to do the work but we are going to be charged \$20,700.00. I am not clear why there are two different numbers. Do we pay a down payment and then the rest is coming out of the monthly fees they pay us?

Thomas Sahlin – The original settlement agreement with T-Mobile related to relocation of the equipment in lieu of any language in the existing lease or the original lease, the original agreement stipulated that we were going to share the cost with T-Mobile for the total relocation but that we weren't going to actually pay any funding to the contractor. It will be settled via rent abatement with T-Mobile.

Commissioner Torre – So the total amount that we owe them to do this would be that \$20,700.00 whatever amount?

Thomas Sahlin – I believe with the inclusion of the prevailing wages, it will be a total of \$28,000.00.

Commissioner Torre – And that would be offset against what they pay us per month to allow them to use the roof top?

Thomas Sahlin – That is correct.

Commissioner Torre – How much a month do they pay us?

Thomas Sahlin – It is approximately \$2,700.00 a month.

Commissioner Torre – So in ten months, this will be paid off?

Thomas Sahlin – A little over ten.

Commissioner Torre – Ok. That was the clarification I wanted. Second question is in the documents they say that they would move the equipment to another place on the roof so the roofers can do their work. That said it would be one day and they would put it back. But later in the agreement it says how many people were working on it, what their hourly rates were, etc., and how many hours they were going to spend which was an excess of 1 day. So, which is it? Why is it a statement about one day moving it and then moving it back?

Thomas Sahlin – Per the contractor that is responsible for moving the equipment, they would have to lift and move the equipment to allow the roofers to get in that sector. T-Mobile and Verizon have different sectors of the roof that they are renting. So it does take a bit of coordination in moving out of the way. The roofer comes in, moves the existing membrane installation, and replaces it, and then the contractor for T-Mobile would move the equipment back to the original location. The backup documentation states eight hours per person for a total of ten days.

Commissioner Torre – That's what I thought. My only concern there was if they get all of the equipment moved, I was reading that there was one day for our roofer to get the roof work done and then the equipment will be replaced. Maybe I read it wrong. I was just a little concerned with that one day window. So, I can be assured we have sufficient time once they remove it to get our roof repaired and equipment put back? Is that the understanding I should have?

Thomas Sahlin – Yes.

Commissioner Torre – Ok, thank you.

(There were no further discussions or comments on this Resolution from the Commissioners.)

Ayes- Commissioners Brown, McAllister, Summerlin, Torre, Troppoli, Vice Chairman Giberson, and Chairman Hopson

Opposed- None

Absent- None

Abstain- None

RESOLUTION 12-04-2022 - RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO WATCHDOG SECURITY GROUP FOR ON-SITE SECURITY GUARD SERVICES AT VARIOUS ASBURY PARK HOUSING AUTHORITY SITES

(Acceptance of this Resolution moved by Commissioner McAllister and seconded by Commissioner Summerlin.)

(There were no further discussions or comments on this Resolution from the Commissioners.)

Ayes- Commissioners Brown, McAllister, Summerlin, Torre, Troppoli, Vice Chairman Giberson, and Chairman Hopson

Opposed- None

Absent- None

Abstain- None

RESOLUTION 12-05-2022 - RESOLUTION AUTHORIZING ACCEPTANCE AND CONFIRMING RECEIPT OF INDEPENDENT AUDITORS DRAFT REPORT FOR YEAR ENDING MARCH 31, 2021 (This Resolution is split into three parts (A)(B)(C):

(Acceptance of this Resolution moved by Commissioner McAllister and seconded by Commissioner Summerlin.)

(There were no further discussions or comments on this Resolution from the Commissioners.)

Ayes- Commissioners Brown, McAllister, Summerlin, Torre, Troppoli, Vice Chairman Giberson, and Chairman Hopson

Opposed- None

Absent- None

Abstain- None

Vice Chairman Giberson – Last month I asked for a maintenance program, where is it?

Thomas Sahlin - It is currently sitting on my desk. We are almost at the final draft. We are adding a few components to it. We can share the current draft with the board if they would like but it is not completely finished.

Vice Chairman Giberson – I was not longer asking for it.

Chairman Hopson - I will have them send you what they have and once it is all compiled, we can jump in as a board.

Vice Chairman Giberson - Ok. Send me the draft. I want to look at it.

(Motion to Close Public Session and Open Executive Session moved by Commissioner McAllister and seconded by Commissioner Torre.)

(Motion to Re-Open Public Session moved Commissioner Troppoli and seconded by Commissioner McAllister.)

Motion to close Board of Commissioner’s Meeting of December 2022, moved by Commissioner McAllister, seconded by Commissioner Troppoli.

All in favor.

Meeting Adjourned, 9:00 pm

Thomas Sahlin, Executive Director	Date
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