

These minutes are not verbatim, but a condensed version of what transpired at the Lakewood Housing Authority (LHA) Board of Commissioners Regular Meeting held on Tuesday, July 25, 2017, at 6:06 pm, in the Community Room at the Rev. Albert Clayton Administration Building, 317 Sampson Avenue, Lakewood, NJ.

MEETING CALLED TO ORDER

Mr. Stafford Smith called the meeting to order at 6:06 pm. Susan Pierson announced that consistent with the Open Public Meetings Law: P.L.1975 c231, which requires that all meetings of public bodies shall be open to the public at all times, a notice of this meeting was provided to the clerk of the Township of Lakewood, the Ocean County Library, the Asbury Park Press, and the Star-Ledger on December 27, 2016, and was posted on the Authority's official designated public bulletin board at the LHA Administration Building, as well as the LHA website.

ROLL CALL

On roll call, attending Commissioners were:

Gregory Stafford Smith – *Vice Chairperson*

Shabsi Ganzweig – *2nd Vice Chairperson*

Angela Caldwell – *Commissioner*

Nechama Heinemann – *Commissioner*

Also attending:

Mary Jo Grauso – *Executive Director*

Scott Parsons – *Assistant Executive Director*

Terrence Corrison – *Attorney*

Absent were:

Miriam Medina – *Chairperson*

Joseph Weingarten – *Commissioner*

Ray Coles – *Township Liaison*

Eric Sherman – *Commissioner*

PRESENTATION BY STEPS FOR TOOLS TO BEING GOOD TENANTS/GOOD NEIGHBORS PROGRAM

Mr. Michael McNeil and Ms. Price from STEPS presented their pilot program, Tools To Being Good Tenants/Good Neighbors Program to the LHA's Board of Commissioners. STEPS would like to implement this program for present and new tenants. This program would assist residents with their housing responsibilities.

READING OF MINUTES

Minutes of the Regular Board Meeting of June 27, 2017 were reviewed. Motion to approve made by Mr. Ganzweig, seconded by Ms. Heinemann. On roll call approving, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Heinemann. Minutes were approved.

BILLS AND APPROVAL OF SAME

Bills were reviewed. Motion to approve made by Mr. Ganzweig, seconded by Ms. Heinemann. On roll call approving, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Heinemann. Bills were approved.

CORRESPONDENCE

A Memorandum was presented by the LHA Inspector, Mady Leonard, explaining, in detail, the procedure for all of the Housing Authority's inspections and explanations why we conduct these HQS Inspections in the manner that we do. Commissioner Ganzweig began discussing items that Ms. Leonard had explained in her memo and Mr. Corrison stated the Board should not be discussing specific individuals as they are not present.

REPORTS OF COMMITTEES – None**EXECUTIVE DIRECTOR'S REPORT**

Ms. Grauso reported that there is only one vacant PBV unit. The LHA has only three (3) two (2) bedroom units and this one being rehabbed is one of them. The former resident downsized and had been living in the unit for over 25 years. Extensive rehab will have to be completed prior to leasing this apartment again.

Ms. Grauso and Mr. Corrison went to court on July 25 for an eviction involving a resident who damaged another resident's car. He was arrested by the police on another matter in addition to spitting at one of our security guards. Mr. Corrison will further elaborate in his report to the Board.

Ms. Grauso has a court date of July 27 regarding the person who charged Ms. Grauso with harassment. That case was dismissed with a stern warning by the Judge not to be on any of the housing authority's properties. That person was later arrested in the parking lot of the Currey Building for drugs and Ms. Grauso has filed a complaint for defiant trespassing. He has been seen numerous times on the sidewalk and in the street by the Currey Building. It is hoped if he is fined it will deter him from returning. The officer who arrested him in the Currey parking lot will be present in Court.

The LuLu Duffy Cottages parking lot has been stripped and numbered. All residents who have legal cars have been assigned a space to park and were given placards to display on the rear view mirror. Maintenance is in the process of completing the striping and numbering at the John J. Currey Building parking lot and once completed the same procedure will be put in place.

Ms. Grauso and Mr. Parsons met with a representative from the Venture Tank Co. in order to better understand the procedure regarding the removal of the three (3) oil tanks from our property. The location of the tank at LuLu Duffy is under the front parking lot which will be disruptive having it removed. However, we were assured clients coming and going from the Administration Building will be protected and the site will be safely monitored. The site will be remediated last as the additional parking across the street will be needed to accommodate staff. The Peter Ward and the John J. Currey sites may be able to be completed at the same time to better optimize the mobilization of the equipment. If there is contamination, the process will obviously take longer, however Venture feels that due to the type of tanks used in the late 1960's and the soil composition it may not be a problem. We are hopeful there will be no contamination.

Families are being called in from the Section 8 Waiting List. Briefings for the prospective voucher holders have begun. We will be having two briefings in August. Families attending the briefing are also being presented with limited information regarding the Homeownership Program. At recertification time the case workers will once again explain the Homeownership Option.

REPORT OF ATTORNEY

Mr. Corrison reported that at the court date of July 25th involving the resident who damaged another resident's car tire, that tenant appeared to be intoxicated and was clearly incoherent when trying to speak with him. The resident was also verbally abusive to Ms. Grauso in court to the point that Mr. Michael McNeil, from STEPS, called the Lakewood Police Department and asked them to speak with Ms. Grauso regarding this situation. When Ms. Grauso returned to the housing authority, the tenant continued to be aggressive and verbally abusive to Ms. Grauso. Ms. Grauso asked the police officers to speak with the tenant and advise him he signed a court agreement to stay away from her.

Ms. Grauso called the Toms River Police Department and asked them to patrol her house for fear of this tenant going to her home. In the end she left her home and stayed with a friend. The tenant had agreed to vacate the unit August 27, 2017.

Mr. Corrison reported that due to exceeding the anticipated budgeted amount from bidders for Resolution 5196, Awarding the Contract for Asphalt Parking Lot Installation at the John J. Currey Building that Resolution 5196 be changed to the Resolution Amending the Lakewood Housing Authority Code of Conduct. The Contract for Asphalt Parking Lot Installation at the John J. Currey Building will be addressed at a later Board Meeting.

REPORT OF TOWNSHIP LIAISON – None**OLD BUSINESS - None****NEW BUSINESS****Resolution 5195** - Amending the Section 8 Housing Choice Voucher Administration Plan.

Motion to approve as amended to include verbiage referring to the revisiting of the amount of slots made by Ms. Heinemann, seconded by Mr. Ganzweig. On roll call approving, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Heinemann. Resolution 5195 approved

Resolution 5196 - Amending the Lakewood Housing Authority Code of Conduct.

Motion to approve made by Mr. Ganzweig, seconded by Ms. Heinemann. On roll call approving, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Heinemann. Resolution 5196 approved.

Resolution 5197 - Awarding Contract for Oil Tank Removal at the John J. Currey, Peter Ward and LuLu Duffy Cottages as Managing Agent for Affordable Housing Corporation of Lakewood.

Motion to approve made by Mr. Ganzweig, seconded by Ms. Heinemann. On roll call approving, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Heinemann. Resolution 5194 approved.

Motion to approve sub-committee with Mr. Stafford Smith, Mr. Ganzweig, Ms. Grauso, and Mr. Parsons to discuss the legalities/benefits of the pilot program presented by STEPS (Tools to Being Good Tenants/Good Neighbors Program) on July 25, 2017 to educate present Tenants and new tenants with their housing responsibilities. Meeting to be held on August 8 at 10:00 AM. at the Lakewood Housing Authority Office. Motion to approve made by Mr. Ganzweig, seconded by Ms. Heinemann.

MEETING OPENED TO HOUSING AUTHORITY CLIENTS - None**MEETING OPENED TO THE PUBLIC – None****COMMENTS FROM COMMISSIONERS**

Mr. Ganzweig thanked the sub-committee again and LHA for all their work on the Homeownership Program.

Mr. Ganzweig asked for clarification regarding the Section 8 Waiting List if an applicant is out of the country, will they be taken off the Section 8 Waiting List. Ms. Grauso stated that if a Section 8 applicant is out of the country at the time of their call in or at the purge then they will be removed from the waiting list.

Mr. Ganzweig asked if there are any newspapers other than the Asbury Park Press and the Star Ledger that the Lakewood Housing Authority are allowed to advertise in due to the negative press concerning Lakewood from those two newspapers. Mr. Corrison stated Housing Authorities are obligated to advertise in newspapers that have a large geographical distribution.

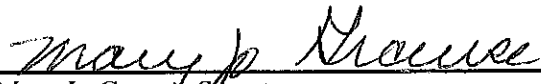
Ms. Heinemann requested that when revisions are made to the Agenda for The Board Meetings, the revision be indicated on the e-mail.

Mr. Ganzweig and Ms. Heinemann questioned, after reading the Inspectors correspondence, if there is any way the present time frame for inspections could be revised for the Section 8 clients. Ms. Grauso requested Mr. Ganzweig and Ms. Heinemann to put all their questions in writing and submit them by e-mail to Ms. Grauso, at which time those questions will be addressed by the Inspectors. Mr. Parsons will contact PHA Web to see if there is a software application that can be utilized notifying the Section 8 clients of a more specific timeframe for their inspection.

ADJOURNMENT

On motion by Mr. Ganzweig, seconded by Ms. Heinemann. All present voted to adjourn at approximately 8:15 pm.

I hereby certify that the above is a true copy of the Minutes of the Regular Meeting of the Board of Commissioners of the Housing Authority of the Township of Lakewood, County of Ocean, State of New Jersey, as held on Tuesday, July 25, 2017.



Mary Jo Grauso, Secretary
Executive Director