

**RESOLUTION NO. 5276  
CARES ACT FUNDING BUDGET**

**WHEREAS**, the Lakewood Housing Authority (hereinafter referred to as LHA) received an award of CARES Act administrative fees from HUD to prevent, prepare for, and respond to coronavirus to maintain normal operations and take other necessary actions during the period the program is impacted by coronavirus.; and

**WHEREAS**, the LHA has prepared the attached budget, following legal review, which includes expenditures to date in addition to planned expenditures through the December 31, 2021 deadline; and

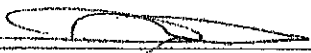
**WHEREAS**, the budget includes a line item for hazard pay to acknowledge the staff's dedication and response to COVID-19 for the following:

- Despite NJ, and Lakewood, being highly affected by the pandemic and positive COVID-19 cases, the office never closed and the employees never stopped working for even one day.
- Staff responded effectively and swiftly to a changing environment that resulted in the ability to maintain normal operations while keeping our clients safe.
- Staff endured, and continues to endure, hardships and health risks by continuing to work in an environment where contact with residents results in potential exposure on a daily basis. The health risks are not bared only by the employees, but the employees' immediate families as well.
- All client cases have remained up to date despite being inundated with income change/interim recertifications, caused by COVID-19, while continuing to perform the usual/normal work load.
- Potential exposure on a daily basis has taken a toll on employees being unable to see/visit compromised family members for extended periods of time (some with very little time left on this earth)
- Inconvenience of working from home such as increased electric bills (working equipment and air conditioning), not having a "proper" work area/space, distractions from children or other family members, back/neck pain from working in a modified home space and transporting heavy files to and from the office.
- Even after face to face recertifications were made remote, there was still daily exposure to mail and participant provided paperwork both in the office and being brought home on a daily basis.
- Staff continues to work in buildings where two residents have died from Coronavirus and several others have tested positive, one as recent as September 18<sup>th</sup>; And

**WHEREAS**, the hazard pay will be distributed in a fair and equitable manner, at the discretion of the Executive Director, to the 19 employees that have continued to work on site from the beginning of the hazardous period (March 27, 2020) through current, 6 of which have worked on-site (not remote) for the entire period, with 15% of the first HUD distribution paid in 2020; and

**NOW THEREFORE BE IT RESOLVED** by the members of the Board of Commissioners of the LHA that the proposed CARES Act budget is hereby approved and that the Executive Director is authorized to take actions to implement the budgeted items.

*I hereby certify that the above is a true copy of a Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean, at its Regular Board Meeting held on the 3<sup>rd</sup> day of December, 2020.*

  
Scott E. Parsons, Secretary/Executive Director

Motion: SG      Second: YG

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert	X			
Yehuda Gold	X			
Gizel Torres				X

**RESOLUTION NO. 5278**

**AMENDING BYLAWS OF  
THE LAKEWOOD HOUSING AUTHORITY**

WHEREAS, on November 5<sup>th</sup>, 2020 the Board was presented with the following proposed revisions to the Bylaws of the Housing Authority of the Township of Lakewood:

**Article III – Meetings**

Section 1 – Revised to set the time of the Annual Meeting at 7:00 p.m.

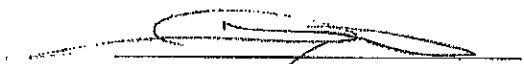
Section 4 – Revised to provide that “When a quorum is in attendance, action may be taken by the Authority upon a vote of the majority, but not less than four, of the Commissioners present.”

Section 5 – Revised to change the Order of Business and to provide that the “Chair shall have the discretion to limit the time in which individuals may comment to no less than three minutes each.”

WHEREAS, the Authority’s general counsel has approved the aforesaid revisions to the Bylaws at Article III in the form attached hereto to reflect the aforesaid changes,

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Lakewood Housing Authority that Article III of the Bylaws be and hereby are revised in the form attached hereto,

*I hereby certify that the above is a true copy of a Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Regular Meeting held on the 3<sup>rd</sup> day of December 2020.*

  
Scott E. Parsons, Secretary  
Executive Director

Motion: DD      Second: AC

<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
EH Rennert	X			
Yehuda Gold	X			
Gizel Torres				X

**RESOLUTION NO. 5279**

**Approving Schedule of Regular Board Meetings for Calendar Year 2021**


**LAKWOOD HOUSING AUTHORITY**

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Township of Lakewood, in the County of Ocean and State of New Jersey, that the following schedule of Board Meetings and locations be and hereby is adopted pursuant to the By-Laws of the Authority. The following dates are hereby scheduled as the Regular meeting nights of the Lakewood Housing Authority Board of Commissioners for the calendar year 2021. All meetings are to be held at the times and the addresses indicated hereinafter,

DATE	PLACE	ADDRESS	TIME
Thursday, January 7, 2021	via Zoom	<a href="https://us02web.zoom.us/j/8446121263">https://us02web.zoom.us/j/8446121263</a>	6:30 PM
Thursday, February 4, 2021	via Zoom	<a href="https://us02web.zoom.us/j/8446121263">https://us02web.zoom.us/j/8446121263</a>	6:30 PM
Thursday, March 4, 2021	via Zoom	<a href="https://us02web.zoom.us/j/8446121263">https://us02web.zoom.us/j/8446121263</a>	6:30 PM
Thursday, April 8, 2021	via Zoom	<a href="https://us02web.zoom.us/j/8446121263">https://us02web.zoom.us/j/8446121263</a>	6:30 PM
Thursday, May 6, 2021	via Zoom	<a href="https://us02web.zoom.us/j/8446121263">https://us02web.zoom.us/j/8446121263</a>	6:30 PM
Thursday, June 3, 2021	via Zoom	<a href="https://us02web.zoom.us/j/8446121263">https://us02web.zoom.us/j/8446121263</a>	6:30 PM
Thursday, July 1, 2021	via Zoom	<a href="https://us02web.zoom.us/j/8446121263">https://us02web.zoom.us/j/8446121263</a>	6:30 PM
August 2021	No Meeting	N/A	N/A
Thursday, September 2, 2021	Administrative Office	317 Sampson Ave., Lakewood, NJ	7:00 PM
Thursday, October 7, 2021	Administrative Office	317 Sampson Ave., Lakewood, NJ	7:00 PM
Thursday, November 4, 2021	Administrative Office	317 Sampson Ave., Lakewood, NJ	7:00 PM
Thursday, December 9, 2021	Administrative Office	317 Sampson Ave., Lakewood, NJ	7:00 PM
Thursday, January 6, 2022	Administrative Office	317 Sampson Ave., Lakewood, NJ	7:00 PM

AND, BE IT FURTHERMORE RESOLVED that notice of this Resolution be provided to the newspapers, a copy filed with the Township Clerk, and a copy be posted on the Bulletin Board of the Lakewood Housing Authority and Municipal Building.

*I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Meeting held on the 3<sup>rd</sup> day of December 2020.*

  
Scott Parsons, Secretary  
Executive Director

Motion: ER Second: AC

Governing Body Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert	X			
Yehuda Gold	X			
Gizel Torres				X

**RESOLUTION NO. 5280**

**Resolution Adopting a Remote Meetings Procedure Policy**  
**Pursuant to NJAC 5:39-1 et seq.**

**WHEREAS**, the Housing Authority of the Township of Lakewood (the "Authority") is obligated to comply with N.J.A.C 5:39-1 et seq. known as the Emergency Remote Meeting Protocol for Local Public Bodies (the "Regulation") which regulates the conduct and protocol of noticing and conducting remote public meetings; and

**WHEREAS**, in accordance with the Regulation, the Authority must adopt standard procedures and requirements for public comments made during a remote public meeting as well as for public comment submitted in writing ahead of the remote public meeting. The procedures are to include standards of conduct to be followed by members of the public when making comment.

**WHEREAS**, the Authority has prepared the attached Remote Meeting Procedures Policy which addresses the standard procedures and requirements for public comment and includes, among other things, the notice requirements, the availability of agenda and documents prior to the meeting and statements of adequate notice and public comment required by the Regulations.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the Township of Lakewood that the Authority hereby approves and adopts the Remote Meeting Procedures Policy in the form attached hereto as Exhibit A.

*I hereby certify that the above is a true copy of a Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Regular Meeting held on the 3<sup>rd</sup> day of December 2020.*

  
*Scott E. Parsons, Secretary*  
*Executive Director*

Motion: DD      Second: SG

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert	X			
Yehuda Gold	X			
Gizel Torres				X