

Housing Authority of the City of Cape May
Regular Board of Commissioner Meeting Minutes
October 28, 2024 - 4:00 p.m.

The regular meeting of the Housing Authority of the City of Cape May (CMHA) was held October 28, 2024, at 4:00 p.m. in the Management Offices of the CMHA located at 639 Lafayette Street, Cape May, NJ 08204.

The meeting was called to order by Chairman Lafferty who requested everyone to rise for the Pledge of Allegiance.

Chairman Lafferty read Sunshine Law.

Upon the call those presents were:

Chairman Lafferty	(in person)
Vice-Chair Hodgetts	(in person)
Commissioner Martz	(in person)
Commissioner Nuschke	(in person)
Commissioner Towns	(in person)
Commissioner Dr. Traficante	(in person)

Commissioner not present: Faison

Minutes

Chairperson Lafferty requested a motion to approve the Regular Minutes from July 15, 2024, Board Meeting. A motion was made by Commissioner Traficante and seconded by Commissioner Nuschke. The following vote was taken:

Chairperson Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Abstain)
Commissioner Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Abstain)
Commissioner Dr. Traficante	(Yes)

Chairperson Lafferty requested a motion to approve the Regular Minutes from September 23, 2024, 2024, Board Meeting. A motion was made by Commissioner Traficante and seconded by Commissioner Nuschke. The following vote was taken:

Chairperson Keith Lafferty	(Abstain)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Abstain)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

Chairman Lafferty asked Ms. Cavallo to present the monthly accounting report.

Ms. Avena presented the twelve-month-end Income & Expense Statement.

Executive Director's Report:

Ms. Jones provided an update on several items as follows:

AUDIT FY ENDING 2023:

The Audit Report is theoretical completed however they are still reviewing the Employee benefit numbers submitted by the State. It is anticipated it will be ready for review at the November 2024 Meeting.

JCP&L:

The parties have signed off on both documents, the Settlement Agreement as well as the Deed Notice. The Authority received two checks from JCP&L, one in the amount of \$195,000.00 representing the negotiated amount for the Deed Notice and the other in the amount of \$63,244.26 representing reimbursement for legal and consultant fees. The checks have been deposited in the Authority General Account with the intent of investing it, along with the Capital Fund, for a year or so to be used towards the revitalization project.

Ms. Jones responded to the Commissioner's question concerning what responsibility JCP&L has going forward, they will complete all the necessary environmental remediation on the Osborne Court Property with continued monitoring.

The City has been updated on the Settlement Agreements.

Ms. Jones noted that the lead issue on Osborne Court is an issue that will need to be addressed during the revitalization project.

REVITALIZATION PROGRAM:

Ms. Jones advised that the Authority plans to move forward with the Revitalization Program. However, it must be understood that the difficulty in implementing the original plans will be the need to find sufficient funding.

Ms. Jones will contact the City to endeavor to set up a meeting with the appropriate City Officials.

NEW BUSINESS:

Election of Board Officers.

Attorney Watson called for nominations for the position of Chairperson, indicating there must be a first and second motion for the nominee to be voted on.

Commissioner Nuschke nominated Dr. Keith Lafferty, seconded by Commissioner Towns. Attorney Watson called for any other nominations. Ms. Jones indicated there were none seen or heard.

Attorney Watson asked for a roll call, the Board unanimously elected Dr. Keith Lafferty as Chairperson.

Attorney Watson called for any nominations for the position of Vice-Chairperson. Commissioner Nuschke nominated Patricia Hodgetts, seconded by Commissioner Towns. Attorney Watson called for any other nominations. Ms. Jones indicated there were none seen or heard.

Attorney Watson asked for a roll call, the Board unanimously elected Patti Hodgetts as Vice-Chairperson.

Attorney Watson indicated the position of Secretary-Treasurer, which has a dual role for Housing Authorities, under the By-Laws as well as the law; therefore Ms. Jones will continue to serve as Secretary and Treasurer of the Board.

Resolution #2024-30
Resolution Approving October 2024 Expenses

Chairman Lafferty called for a motion to approve Resolution 2024-30. A motion was made by Commissioner Traficante seconded by Vice-Chair Hodgetts.

The following vote was taken:

Chairperson Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

Chairman Lafferty stated that the following Resolutions are going to be bundled together because there is only one response for each RFP, he then called for a motion to approve Resolutions 2024-31; Resolution 2024-32. A motion was made by Commissioner Traficante; seconded by Commissioner Martz.

Resolution #2024-31
Resolution Approving New Jersey State Contractors

Resolution #2024-32
Resolution Approving National Cooperative Contract Vendors

The following vote was taken:

Chairperson Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

Resolution #2024-33
Resolution Approving Accounts Receivable Decead Uncollectible

Chairman Lafferty called for a motion to approve Resolution 2024-33. A motion was made by Commissioner Traficante seconded by Vice-Chair Hodgetts.

Ms. Jones advised that this write-off involves a prior Tenant who did not remove all the belongings from the unit therefore a maintenance fee was charged to that Account.

The following vote was taken:

Chairperson Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

Chairman Lafferty called for any comments from the Board.

With no further business to discuss, Chairman Lafferty entertained a motion for adjournment of the Regular Meeting. A motion was made by Vice-Chair Hodgetts; seconded by Commissioner Nuschke. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 4:20 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary