

HOUSING AUTHORITY OF BERGEN COUNTY
One Bergen County Plaza – 2nd Floor, Hackensack

MINUTES OF MEETING OF SEPTEMBER 26, 2019

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF SEPTEMBER 26, 2019 OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS

PRESENT: Commissioner Joanne English-Rollieson
Commissioner Junior Hernandez
Commissioner Daniel Ortega
Commissioner Danielle Peterson
Commissioner Steven Weinstein

Lynn Bartlett, Executive Director
Julia Orlando, BCHHH Director
Vincent Bufis, Field Operations Manager
Jeffrey Slater, BCHHH Clinical Coordinator

ABSENT: Commissioner Peter Caminiti, Sr.
Terrence Corrison Esq., General Counsel
Kevin McCann, Director of Finance
Esther Gatria, HR Manager

CALL TO ORDER

Chairman Ortega called the meeting to order at 5:46pm and Executive Director, Lynn Bartlett, read the following statement:

Consistent with the Bryon M. Baer Open Public Meetings Act P.L.1975c231, all meetings of public bodies shall be open to the public at all times. Notice of the regular meeting was provided to The Bergen Record and posted on the Authority website on December 31, 2018 and was provided to the County Clerk for posting at the County Administration Building, at which time the date time and place were set forth. The minutes of the regular meeting will be available following the next regularly scheduled meeting.

PLEDGE OF ALLEGIANCE

Chairman Ortega led all in the pledge of allegiance.

ROLL CALL

Upon roll call Commissioners English-Rollieson, Hernandez, Ortega, Peterson, and Weinstein were present, Commissioner Caminiti was absent.

MINUTES

The Chairman asked for a motion to approve the regular meeting minutes of the July 2019 meeting of the HABC Board of Commissioners. Motion was made by Commissioner English-Rollieson and seconded by Commissioner Peterson; motion carried unanimously.

EXECUTIVE DIRECTOR REPORT

- Director Bartlett reported Saddle Brook ribbon cutting has been scheduled for September 9th at 11am and that Save the Date reminders would be circulated soon.
- The Mahwah condo has been sold

- A buyer for the Hackensack condo has been found but may need financial assistance from HDC to close. Any assistance provided would be loaned and paid back by the buyer under terms and conditions to be determined.
- The County is hosting a meeting on their proposed development of 133 River Street. Ms. Bartlett informed everyone that she was invited to participate but due to the Board meeting the conflict prevented her attendance.

DEVELOPMENT

Closter & Carlstadt: Both applications for 9% LIHTC financing are progressing forward. NJHFMA came north for site visits at both Carlstadt and Closter this week. Both projects have met the July submission deadlines for Agency Financing, there have been a few follow up questions back from the Agency based on the submissions which the development team has been pro-active responding. Additionally, both projects are making progress with the respective municipal boards for site plan approvals. Carlstadt approval is expected 8/26. We are hopeful that Closter approval will also come in late August, the project being on a County road requires County planning board approval as well.

ASSISTED HOUSING

The Trump administration and Capital Hill have come together on terms to raise the spending caps. This action would ensure that the HCV program and Authority operations would avoid sequestration and it's statutory 10% across the board cuts mandated for all programs.

PERSONNEL

The HABC has completed the evaluation process of all staff and have processed all merit increases. Increases are all within budget. BCHHH Operations is not included in this process since the HABC and the County have not yet finalized the operating budget nor contracted for the current year. Progress forward continues with the County, they continue to follow up requesting the budget and docs. To this point the HABC has finalized the proposed three year funding but the contract/agreement needs to be amended first before submitting everything to BC Human Services.

Ms. Bartlett pointed out that processing of merit increases will be included in this pay period (July 26, 2019). Retro-payments will be made back to April 1, which is the start of the Authority's fiscal year. Pension retro-payments will also be made; all of which are within the approved budget approved by the Board for the 2019 operating year. Additionally, for the purposes of the State Pension Board the retro-payment, given that it goes back a quarter, needs to be acknowledged in the meeting minutes.

BCHHH

Julia is in Washington D.C. attending the national conference on ending homelessness. Prior to this both she was recently working with Fox and CNN on pieces addressing homelessness or highlighting the work of the shelter.

ATTORNEY REPORT

Terry Corriston informed the Board that he has been in court regularly with a very troublesome eviction, having been in court over this tenancy for several years. He stated that the Authority has been recently successful in an eviction. Terry also informed the Board that this former tenant has been busy going to any and several municipal courts trying to file complaints against Lynn and Terry for evicting him. Terry stated that he wants Board to be aware just incase he attempts contact with them.

DISCUSSION

Chairman Ortega inquired regarding the consent agenda, Ms. Bartlett informed the Board that in addition to the consent agenda there is an additional resolution pre-approving the Authority's and the HDC's bills for August given the Boards summer recess.

PUBLIC COMMENT

Motion was offered by Commissioner Caminiti and seconded by Commissioner Ortega to open the meeting to the public, all present Commissioners were in favor.

Seeing there was no one from the public wishing to address the Commissioners. Commissioner Caminiti made a motion to close the public portion of the meeting which was seconded by Commissioner English Rollieson. This was unanimously approved.

CONSENT AGENDA

Chairman Ortega asked for a motion to approve Resolutions 2019-39 through 2019-47. Motion was made by Commissioner Caminiti and seconded by Commissioner Peterson upon roll call the motion carried unanimously.

A. Resolution 2019-39

Resolution approving the routine expenditure s for the HABC for the period of 05/15/19-06/14/19

B. Resolution 2019-40

Resolution approving the routine expenditures for the HDC for the period of 05/15/19 – 06/15/19

C. Resolution 2019-41

Resolution authorizing a 1-year contract extension to Slade Elevator for services at Boiling Springs Gardens, East Rutherford

D. Resolution 2019-42

Resolution awarding 89 project-based vouchers to 3 development projects totaling 171 units.

E. Resolution 2019-43

Resolution authorizing a 1-year contract extension to Clifton Elevator Service Company for services a various properties

F. Resolution 2019-44

Resolution authorizing a 1-year contract extension to Clifton Elevator Service Company for service at Grove Gardens, South Hackensack and The Manor on Paris, Northvale

G. Resolution 2019-45

Resolution authorizing a 1-year contract extension to TSUJ for electrical service on an "as needed" basis

H. Resolution 2019-46

Resolution authorizing a 1-year contract extension to Mazzer Plumbing on an "as needed" basis

I. Resolution 2019-47

Resolution awarding a consulting contract for purchasing and procurement services

ROLL CALL VOTE

Commissioner Caminiti - YES
Commissioner English Rollieson- YES
Commissioner Ortega – YES
Commissioner Peterson – YES

ABSENT: Hernandez, Weinstein (2)

The Chairman then asked for a motion to approve resolutions 2019-48 and 2019-49 pre-approving the August bills for both agencies. Motion was made by Commissioner Caminiti, seconded by Commissioner Peterson and passed unanimously.

J. Resolution 2019-48

Resolution pre-approving the August bills for the Housing Authority of Bergen County

K. Resolution 2019-49

Resolution pre-approving the August bills for the Housing Development Corporation of Bergen County

Seeing no further business Chairman Ortega then wished the Board of Commissioners and present staff an enjoyable and safe remaining summer. The meeting unanimously adjourned at 6:10pm

Prepared by: Lynn Bartlett