

*HOUSING AUTHORITY OF BERGEN COUNTY
25 ROCKWOOD PLACE, SUITE 205
ENGLEWOOD, NEW JERSEY*

MINUTES OF THE MEETING OF JUNE 29, 2011

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A CONDENSED VERSION OF WHAT TRANSPIRED AT THE REGULAR MEETING OF JUNE 29, 2011.

PRESENT:

Commissioner James Rotundo, Chairman
Commissioner Kay Nest, Vice Chairman
Commissioner Junior Hernandez, Treasurer
Commissioner Danielle Peterson
Commissioner Joseph Rutch
Commissioner Lauren Marie Zyriek
Terrence Corriston, Esq., Counsel (Via Conference Call)
Domingo Senande, Acting Executive Director
Lynn Bartlett, Director of Housing & Development
Eileen Black, Director of Finance
Julia Orlando, Director BCHHHC
Rich Goddin, Field Manager
Victoria Kovarcik, Administrative Assistant

ABSENT:

Commissioner Andrew Rudman

NOTICE OF MEETING

Mr. Senande read the following statement:

Consistent with the Byron 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 Record and the Jersey Journal on June 22, 2011, 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.

Chairman Rotundo called the meeting to order at 5:07p.m.

APPROVAL OF MINUTES

On motion by Commissioner Nest, seconded by Commissioner Zyriek, the minutes

of the meeting of May 16, 2011 and the Special Meeting of May 27, 2011, were approved.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

EXECUTIVE DIRECTOR'S REPORT

Domingo Senande reported on the following:

Bergen County Housing, Health and Human Services Center (HHH Center): Mr. Senande informed the Board that the HABC was still in the process of negotiating the budget for the HHH Center, which is a part of the Shared Services Agreement with the County of Bergen. He hopes that negotiations will end soon and that the budget/management of the HHH Center would be on the consent agenda for the next Board meeting. He added that the Board of Freeholders would probably not vote on the Shared Services Agreement before their August 10th meeting. He also stated that all of the HABC's vouchers would be submitted to the County for reimbursement well before the August 10th meeting.

Housing Choice Voucher Allocation: Mr. Senande stated that at the last Board meeting, a voucher allocation policy was discussed for the Housing Choice Voucher Program. Mr. Senande reported that the HABC was working on the policy and expects to make a presentation before the Board at the next Board meeting.

Summary of Contracts: Mr. Senande stated that from now on the Board was to receive a summary of all the open contracts in their Board Meeting Packets.

Management Reviews: Mr. Senande informed the Board that the HABC recently had management reviews conducted by NJHMFA of three properties in Bergenfield, Ridgewood and Park Ridge. All properties received scores of "Superior" which is the highest score awarded. He added that none of the staff could remember the last time the HABC had received three Superior Scores in one year, and he commended the very hard work of the staff, in particular Hernan Bracero and Sherika Barr.

REAC: Mr. Senande informed the Board that the HABC was also in the process of undergoing the REAC inspections conducted by HUD. He was happy to report that the Ridgewood property scored 95/100, which is a "High Performer" designation and he took the opportunity to recognize and commend Rich Goddin and his team for their hard work and dedication. He added that currently the HABC was awaiting the score of another property and four more inspections were scheduled between July and August.

Accounting: Mr. Senande reported that the HABC was very near to closing out the books and soon after that the audit would commence. HABC would be closed

and submitted to HUD on June 30th and HDC the following week. He added that this was a vast improvement to the previous year and commended Eileen Black and her team for the efforts.

IG Audit of HPRP Program: Mr. Senande reported that the HPRP Program was currently being audited by the IG. So far, no errors have been found and noted that Lynn Bartlett was leading that team and was doing an excellent job.

ATTORNEY'S REPORT

Mr. Corrison stated that the HABC was requesting additional funds to help cover the gap in reimbursement from the County in reference to the HHH Center. He also reported that the acquisition of the property in East Rutherford was on for final approval within the next 30 days for Community Development funding, and he expects that the deal will close in 60 days, pending all approvals.

PUBLIC COMMENTS

A motion to open the meeting to the public was made by Commissioner Rutch and seconded by Commissioner Hernandez.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

Larry Yates, 1402 Teaneck Rd., Teaneck, NJ: Mr. Yates stated that he was at the meeting representing Ms. Selena Christmas (11 Bryant Ct., Rutherford, NJ) as her paralegal. Mr. Yates stated that Ms. Christmas was told her Section 8 status was terminated and records show that it was never terminated. She had a court appearance for eviction for non payment of rent, where the attorney for the landlord claimed that her Section 8 status was terminated. The legal aid lawyer that was representing her, Mr. Mark Welch, never argued or raised the issue about her status. After reviewing all of the documentation, Mr. Yates stated that he could not understand how the eviction took place, since she was never terminated from the program. He was in the process of investigating the matter and was requesting any information contained in her file pertaining to her Section 8 participation. Mr. Corrison responded that he would review the matter and respond to Mr. Yates. Ms. Christmas stated that she wanted to review the file and that she never informed Mr. Corrison of what she was specifically looking for. A discussion ensued and Mr. Yates stated that he would contact Mr. Corrison directly with the information he needed.

A motion to close the meeting to the public was made by Commissioner Hernandez and seconded by Commissioner Rutch.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

CONSENT AGENDA

A motion to approve the consent agenda as amended was made by Commissioner Rutch and seconded by Commissioner Nest.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

RESOLUTIONS: CONSENT AGENDA

- A. **Resolution 2011-44**
Resolution approving the routine expenditures for the HABC for the period of 05/11/2011 – 06/21/2011.
- B. **Resolution 2011-45**
Resolution approving the routine expenditures for the HDC for the period of 05/11/2011 – 06/21/2011
- C. **Resolution 2011-46**
Resolution authorizing a contract with Online Rental Exchange to provide background check services on an “as needed” basis.
- D. **Resolution 2011-47**
Resolution authorizing to reject and re-bid for the fire suppression systems testing, inspection and repairs at various locations.
- E. **Resolution 2011-48**
Resolution approving a contract with Arcari & Iovino Architects, P.C., for A/E Services for the brick façade and roof replacement at Fairview Gardens.
- F. **Resolution 2011-49**
Resolution authorizing two HABC employees to purchase fully collateralized bank CDs.
- G. **Resolution 2011-50**
Resolution approving amendments to the Personnel Policy Manual for employees of the HABC.

Commissioner Hernandez moved that the meeting be adjourned. Commissioner Zyriek seconded the motion.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

Meeting adjourned at 5:27p.m.

Minutes prepared by: Esther Gatria