

HOUSING AUTHORITY OF BERGEN COUNTY
One Bergen County Plaza, Fl 2
Hackensack, NJ 07601

MINUTES OF THE MEETING OF MARCH 22, 2018

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF MARCH 22, 2018.

PRESENT: Chairman Daniel Ortega
Commissioner Steven Kopf
Commissioner Bob Taschler
Commissioner Steven Weinstein

Lynn Bartlett, Executive Director
Kevin McCann, Director of Finance
Esther Gatria, Human Resources Manager
Julia Orlando, BCHHH Director
Vincent Bufis, Field Operations Manager
Terrence Corrison Esq., General Counsel

ABSENT: Commissioner Joanne English Rollieson
Commissioner Junior Hernandez
Commissioner Danielle Peterson

CALL TO ORDER

Chairman Ortega called the meeting to order at 5:40 pm and asked that the open public meetings statement be read. Executive Director Lynn Bartlett read the following:

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 Record and the Jersey Journal on December 15, 2017, 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 this meeting will be available following the next regularly scheduled meeting.

PLEDGE OF ALLEGIANCE

Chairman Ortega lead the Board in the Pledge of Allegiance.

ROLL CALL

Chairman Ortega asked that roll be called. Commissioners Ortega, Kopf, Taschler and Weinstein were present. Commissioners English-Rollieson, Hernandez and Peterson were absent.

APPROVAL OF MINUTES

A motion was made by Commissioner Taschler to approve the regular minutes of the meeting of FEBRUARY 22, 2018. Motion was seconded by Commissioner Weinstein and unanimously approved.

ROLL CALL VOTE:

Chairman Ortega – AYE
Commissioner Kopf - AYE
Commissioner Taschler – AYE
Commissioner Weinstein - AYE

ABSENT: Commissioner Peterson
Commissioner English Rollieson
Commissioner Hernandez

EXECUTIVE DIRECTOR REPORT

Director Bartlett began the updates to the Executive Director report that was provided in the monthly Commissioner board packet the week before the HDC is on the verge of an acquisition that has been several years in the negotiating.

DEVELOPMENT

Saddle Brook site work has begun and off-site storage for the modular boxes has been identified. The HDC will execute a hold harmless agreement with the site owner and will then be able to bind insurance coverage as necessary.

Pictures of current projects have been included in the Board packet and development budgets are on target.

FIELD OPERATIONS

Ms. Bartlett reminded all that HABC had approved a parking policy and staff had procured a towing contractor. Prior to contract execution the contractor informed HABC that they would not be able to execute or perform as required for the contract. They informed us that due to a class action law suit involving towing contractors throughout the state under the Predatory Towing Prevention Act. The Act allows municipalities to set and limit rates for towing charges, carrying costs, storage fees etc. Ordinances vary greatly between municipalities. Ms. Bartlett explained that the Field

Operations Director along with Purchasing/Procurement Specialists are working on the issue and she would keep the Board informed as progress is made to enforce the parking policies at HABC properties.

Commissioner Taschler asked if the Borough of Mahwah has a towing ordinance in place? Ms. Bartlett said that she didn't know, but further explained that whether they did or did not didn't matter at present because the municipality is so far from operational headquarters from the HABC contractor that the transport charge would exceed the State limitations on transport charges. Commissioner Taschler followed up, asking if HABC would need another contractor? Director Bartlett explained that at present she was unsure if HABC would need another contractor or several other regional contractors that would respond to HABC properties that would be in jurisdiction for them. Further complicating the issue is that the Act permits different rates for police or public towing and private towing. Many municipalities have police contracts for towing, tow companies have become far more hesitant to contract for private towing because of the class action lawsuit filed against tow companies, alleging usurious rates.

General Counsel, Terrence Corriston, asked which staff member was assigned to work on this matter? Field Operations Manager, Vincent Bufis, is the project lead. Terry asked that Vincent work with him on the matter. Terry asked if there had been a recent amendment to the Act? Vincent responded that it seems likely.

Commissioner Taschler inquired if staff knew which State Legislator sponsored the bill? Staff did not. Ms. Bartlett stated that she had reached out to local State representatives for Bergen County and they were unaware of the situation, but would look into it. The towing contractors have informed us that they have met as a group with legislators to discuss and address the issue.

Ms. Bartlett stated that she would keep the Board informed on the issue.

On other Field Operations matters, Ms. Bartlett informed the Board that staff are exploring the possibilities and opportunities that may be possible from the installation of cell towers on HABC/HDC buildings. She explained that the process is to share Authority information with a central entity who then contacts all mobile providers, the HABC would then issue a bid proposal, the central entity then undertakes an engineering assessment of the buildings identified in the proposal to determine if any would work for their operations and then submit pricing proposals to the Authority. The Authority then selects the contract/contractor that is most advantageous to the Authority. HABC will most likely put a bid out to gage response and advance Board discussion and take possible action.

ASSISTED HOUSING

As recent as the day before the Board meeting, Congress had introduced a full year Federal spending bill. News is very positive for affordable housing programs with many funding levels of HABC programs exceeding the 2017 budgeted amounts, we now await passage of the spending package by both the House and the Senate, which is expected with little change.

ATTORNEY REPORT

Mr. Corrison informed the Board that he had two hearings earlier that day for participants that have been terminated from the Housing Choice Voucher program. Staff continue to implement non-compliance in light of present shortfall status. Mr. Corrison stated he has observed staff diligence in their job responsibilities on the property management end of operations as well, noting there has been a slight increase in Notices to Cease or Quit for building tenants. He complimented staff in their diligence.

PUBLIC SESSION

Chairman Ortega asked for a motion to open the meeting to the public. A motion was made and seconded by Commissioners Weinstein and Taschler - all Commissioners were in favor.

Chairman Ortega asked if any member of the public wished to address the Board.

Seeing there was no one from the public that wished to address the Board, a motion was made by Commissioner Weinstein and seconded by Commissioner Taschler to close the public portion of the meeting, all were in favor.

CONSENT AGENDA

Chairman Ortega then asked for a motion to approve the Consent Agenda.

DISCUSSION

Director Bartlett pointed out that it was an Amended Consent Agenda; it differed from the original agenda circulated in Board Packets adding a resolution for Kitchen and Bathroom renovations at various properties to ensure RAD Rehabilitation compliance by separating individual properties to ensure best and most competitive price for the budget.

Commissioner Kopf asked for the number of units being renovated? Ms. Bartlett stated there are 498 units. Commissioner Kopf asked if there was an estimated per unit cost for kitchens and a per unit cost for bathrooms? Quick calculations done by all, for East Rutherford were approximately \$3600/unit – for kitchen cabinets, counter tops and bathroom sinks. All Commissioners agreed that it was a fair price. Ms. Bartlett

stated that staff agreed and that was the reason pricing for East Rutherford was accepted but other properties were rejected for being extreme.

Ms. Bartlett explained with the exception of RAD identified rehabilitation issues to be addressed, standard operating procedures for HABC are to have kitchen renovations done by the HABC staff carpenters. Given the size and scope of the project this would not be feasible from a timeliness standpoint for the RAD conversion.

Commissioner Weinstein inquired regarding appliances. Ms. Bartlett informed him that appliances are purchased separately by HABC and are replaced on an as needed basis, or having exceeded useful life basis. Appliances that have not met useful life and need to be replaced due to excessive wear and tear are charged to the tenant.

Motion was made by Commissioner Weinstein and seconded by Commissioner Kopf. Motion carried unanimously.

ROLL CALL VOTE:

Chairman Ortega – AYE
Commissioner Kopf - AYE
Commissioner Taschler – AYE
Commissioner Weinstein – AYE

ABSENT: Commissioner English Rollieson
Commissioner Hernandez
Commissioner Peterson

A. Resolution 2018-25

Resolution approving the routine expenditures for the HABC for the period of 02/09/18 – 03/12/18.

B. Resolution 2018-26

Resolution approving the routine expenditures for the HDC for the period of 02/09/18 – 03/12/18.

C. Resolution 2018-27

Resolution adopting the annual budget and capital budget program for the Housing Authority of Bergen County for the fiscal year beginning April 1, 2018 and ending March 31, 2019.

D. Resolution 2018-28

Resolution authorizing a contract with Manor II Electric Inc. for Emergency Generator Replacement at Highland View Apartments, Palisades Park.

E. Resolution 2018-29

Resolution authorizing the addition of Monarch Housing Associates to the list of qualified tax credit consultants.

F. Resolution 2018-30

Resolution authorizing a contract with Northeastern Interior Services for Kitchen and Bathroom renovations at various RAD properties

Commissioner Taschler then made a motion to adjourn the meeting which was seconded by Commissioner Weinstein and it was unanimously approved at 5:58pm.

Prepared by: Lynn Bartlett