

**HOUSING AUTHORITY OF BERGEN COUNTY**  
**One Bergen County Plaza – 2<sup>nd</sup> Floor, Hackensack**

**MINUTES OF MEETING OF FEBRUARY 28, 2019**

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF FEBRUARY 28, 2019 OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS

PRESENT:       Commissioner Joanne English Rollieson  
                  Commissioner Danielle Peterson  
                  Commissioner Junior Hernandez  
                  Commissioner Bob Taschler  
                  Commissioner Steven Weinstein

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

ABSENT:       Chairman Daniel Ortega  
                  Commissioner Peter Caminiti, Sr.

**CALL TO ORDER**

Vice Chairman Weinstein called the meeting to order at 5:43pm 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**

**ROLL CALL**

Upon roll call Commissioners English Rollieson, Hernandez, Peterson, Taschler and Weinstein were present; Commissioners Caminiti and Ortega were absent.

## **MINUTES**

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

## **EXECUTIVE DIRECTOR REPORT**

Director Bartlett provided the following updates to the previously circulated Executive Director report.

### **DEVELOPMENT**

American Legion Emerson – a shower valve and kitchen sink valve in the second-floor apartment froze and burst off. Though the building is heated and maintained in accordance with protocols for an uninhabited building the age of the pipes and valves could no longer withstand the expansion and contraction of the sitting water in the system through recent deep freeze weather. Consequently, the water leaked through the first-floor ceiling and floor into the basement, flooding the basement. The Emerson Fire Department along with HABC pumped out the flooded basement. Ms. Bartlett informed everyone that she would keep them informed on discussions regarding the site.

Upper Saddle River – HABC staff, professionals and consultants along with USR officials met with NJHMFA staff to discuss the appeal of the Agency's decision denying an award of 9% LIHTC based on ineligibility. The outcome of the meeting is an award of tax credits for 61 of the 70 units. It was agreed that the remaining 9 units are the municipality's responsibility to develop in accordance with their executed settlement agreement.

Hackensack – the HABC/HDC Development Subcommittee met to discuss a possible development on the County owned site at 133 River Street.

### **ANNUAL REPORT**

All data for the report has been compiled and provided to the consultant. Finalization of the report is expected in the coming weeks with expectation of the report being provided publicly in late March.

### **CAPITAL IMPROVEMENTS**

Carucci Apartments, Lyndhurst – Kitchen renovation project and upgrades are expected to be started next week and completion is expected before the next Board meeting. Before and After photographs will be provided.

## **ATTORNEY REPORT**

Mr. Corrison asked if all Commissioners received an email from a Mahwah resident/tenant regarding a dispute they were having with a neighbor. He inquired if all Commissioners received the email sent by a tenant involved in the dispute. Ms. Bartlett confirmed that it was not sent to all Commissioners.

Mr. Corrison reminded all that issues between families in Mahwah have become physical altercations. In accordance with the choice mobility requirements of the RAD program the tenants have been reminded of their right to relocate with continuing rental assistance, and both families have requested to relocate. Staff are presently processing paperwork necessary to issue rental assistance vouchers to both households involved in the physical altercation. Additionally, he cautioned that the Authority will still review the issue relative to the complaints and charges filed in association with the altercation, and take action as necessary.

Commissioner English-Rollieson inquired if there have been any additional physical incidents since the email. Staff reported that there have not been any. Ms. Bartlett confirmed for all that this the third neighbor that the email sender has had complaint issue with in a year; the most recent issue with neighbors being the first to be physical. Commissioner English-Rollieson asked if she is being permitted to move without ramification?

Mr. Corrison pointed out that presently there are no ramifications, the tenants are allowed to move. The police are involved, they know what is going on – frankly, though if one resident has now had issue with three different neighbors they would be better off somewhere else.

Commissioner Hernandez asked if the email could be circulated to all Commissioners and Mr. Corrison agreed to do so. The Commissioner then followed up with an inquiry on what prevention measures have been taken by the Authority. Terry explained that in accordance with the facts of the case are that verbal accusations lead to physical altercations. Preventative measures would entail full time security officers to deter tenants dispute neighbor issues and respond when disputes occur. The police immediately respond and even with police response and involvement the incidents continue.

Commissioner Taschler asked if there are security cameras, and are they in the parking lot? Ms. Bartlett confirmed that there are security cameras but they are not placed for footage of activities outside of tenant front doors. Ms. Bartlett also explained that none of the altercation was capture by the security cameras.

Commissioner Taschler followed up by asking if the complaint of unauthorized tenant vehicles parking on site has been addressed. Ms. Bartlett explained that in order to do identify unauthorized vehicles residents were provided with written notice on three occasions to identify the year, make, and model of their vehicles along with registration information on each vehicle to ensure all vehicles were legal. Unfortunately, more than half of the residents have refused to provide the information. The Authority has been unsuccessful in enforcement of unauthorized vehicles for this reason.

Commissioner English-Rollieson asked if vehicle reporting is an enforceable requirement for tenants. Mr. Corrison explained that in order for reporting to be enforced the Authority would need to adopt rule and regulation that would then be incorporated into the lease via lease amendment. Then failure to report would essentially be a lease violation and enforced with threat of eviction. He offered to look at the issue and report back to the board recommended action.

Commissioner Taschler asked what the policy was for parking illegally on site, for example parking and blocking the dumpster. Ms. Bartlett reminded all that they passed resolution authorizing the parking (towing) policy for all Authority properties, and the consequent difficulties enforcing the policy given the States statutes governing towing costs relative to mileage and storage, which has greatly affected Authority success contracting for towing services at all HABC/HDC properties. The most difficult property that contracting towing services for has been Mahwah and Ramsey due to the remote locations of both properties.

#### **PUBLIC COMMENT**

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

Seeing there was no one from the public who wished to address the Commissioners. Commissioner Taschler made a motion to close the public portion of the meeting which was seconded by Commissioner Peterson.

**CONSENT AGENDA**

Motion was made by Commissioner English-Rollieson and seconded by Commissioner Taschler. Upon roll call the motion carried unanimously.

**CONSENT AGENDA**

**A. Resolution 2019-13**

Resolution approving the routine expenditures for the HABC for the period of 01/11/19 through 02/15/19

**B. Resolution 2019-14**

Resolution approving the routine expenditures for the HDC for the period of 01/11/19 through 02/15/19

**C. Resolution 2019-15**

Resolution approving a two-year extension of legal services for general counsel for the HABC

**D. Resolution 2019-16**

Resolution approving a two-year extension of auditing services for HABC

**E. Resolution 2019-17**

Resolution authorizing window cleaning services contract

**F. Resolution 2019-18**

Resolution authorizing elevator maintenance services contract for Franklin Street Villas (Northvale), MLK Jr. Senior Center and Apartments (Hackensack) and Rivervale Senior Residences (River Vale)

**G. Resolution 2019-19**

Resolution authorizing a two-year contract for background and credit check services

**ROLL CALL VOTE**

Commissioner English Rollieson - YES

Commissioner Hernandez - YES

Commissioner Peterson - YES

Commissioner Taschler – YES

Commissioner Weinstein - YES

IN FAVOR: All Present Commissioners (5)

ABSENT: Commissioners Caminiti, and Ortega (2)

**H. Resolution 2019-20**

Resolution adopting the annual budget and capital budget/program for the Housing Authority of Bergen County for the fiscal year beginning April 1, 2019 and ending March 31, 2020

The late addition of Resolution 2019-20 was an addition to consent agenda items previously circulated. The Commissioners were given time to review the resolution and Commissioner Peterson moved that the resolution be approved, it was seconded by Commissioner English-Rollieson. Discussion followed:

Commissioner Taschler asked what the \$1,093,941 that is being taken from unrestricted net income. Director of Finance, Kevin McCann, explained that the funds were being taken from the restricted net income – not the unrestricted – which are Section 8 funds. Commissioner Taschler asked what the balance was in the account, once you remove the funds? He followed up inquiring if we are spending our ‘last dime’. Staff responded no. Kevin explained that there is still \$3.8 million still in the account.

There were no further questions. The resolution passed unanimously upon roll call vote.

**ROLL CALL VOTE**

Commissioner English Rollieson - YES

Commissioner Hernandez - YES

Commissioner Peterson - YES

Commissioner Taschler – YES

Commissioner Weinstein - YES

IN FAVOR: All Present Commissioners (5)

ABSENT: Commissioners Caminiti, and Ortega (2)

Given there was no further business to consider, Commissioner Taschler then moved to adjourn 6:06pm which was seconded by Commissioner English-Rollieson and unanimously agreed upon.

Prepared by: Lynn Bartlett