

HOUSING AUTHORITY OF BERGEN COUNTY
One Bergen County Plaza, Hackensack, New Jersey

MINUTES OF ZOOM VIRTUAL MEETING OF DECEMBER 22, 2020

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF DECEMBER 22, 2020 – A ZOOM VIRUTAL MEETING OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS

PRESENT:

Chairman Daniel Ortega
Commissioner Peter Caminiti, Sr.
Commissioner Danielle Peterson
Commissioner Harvey Sohmer

Terrence Corriston, General Counsel
Vincent Bufis, Field Operations Director
Al Restaino III, Accounting Manager
Esther Gatria, HR Manager
Julia Orlando, BCHHH Director

ABSENT:

Commissioner Joanne English-Rollieson
Commissioner Angelo D'Arminio, Jr.
Commissioner Junior Hernandez
Lynn Bartlett, Executive Director

CALL TO ORDER

The meeting was called to order at 5:32pm. Operations Director, Vincent Bufis 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 virtual meeting schedule of the HABC Board of Commissioners setting forth the date, time and hyperlink information was posted by The Record on April 21, 2020. The same notice was posted on the Authority website and provided to the County Clerk for posting at the County Administration Building on April 17, 2020. The minutes of this regular meeting will be available following the next regularly scheduled meeting.

PLEDGE OF ALLEGIANCE

Director Bufis led all in the Pledge of Allegiance.

ROLL CALL

Upon roll call Commissioners Caminiti, Ortega, Peterson and Sohmer were all present. Commissioners D'Arminio, English-Rollieson, and Hernandez were absent.

MINUTES

The Chairman asked for a motion to approve the regular meeting minutes of the November 2020 meeting of the HABC Board of Commissioners. Motion was made by Commissioner Peterson and seconded by Commissioner Sohmer; upon roll call the motion carried unanimously.

ROLL CALL VOTE:

Caminiti – YES
D'Arminio – ABSENT
English-Rollieson - ABSENT
Hernandez – ABSENT
Ortega – YES
Peterson – YES
Sohmer – YES

EXECUTIVE DIRECTOR REPORT

Operations Director Bufis stated he only had three additions to the Executive Director report that was previously circulated. He explained that since the report there is only one tenant positive COVID case as of 12/15/20. Since March 2020, only 2% of all households have been affected. He attributed that to the hard work and dedication of Maintenance staff in all buildings.

He reported that the 4 new employees of the Assisted Housing Department have all been registered and scheduled for the Housing Choice Voucher Specialist Training and Certification online course. It is a 5-day course with an exam at the end. Specialists should be able to explain and apply HUD regulations and guidance to determining eligibility, the intake process, occupancy, and rent calculation in the housing choice voucher (HCV) program

Lastly Mr. Bufis provided an updated on the snowstorm that occurred the week prior. All sites were maintained in a timely manner and no reported issues.

There were no questions.

ATTORNEY REPORT

Terry Corriston pointed out the Virtual Meeting Policy on for resolution. The policy had to be adopted as per new regulations because of COVID and new way of meeting with the General Public. He also mentioned Chairman's announcement to Open to the Public will be different moving forward.

Lastly, Mr. Corriston reiterated the moratorium of the eviction process in New Jersey will most likely be extended again. Although no dates have been set yet it is likely it will extend until the State of Emergency is lifted by Governor Murphy.

PUBLIC MEETING

Chairman Ortega asked for a motion to open the meeting to the public. Motion was made by Commissioner Caminiti and seconded by Commissioner Peterson; motion carried unopposed.

There were no members of the public in attendance. Commissioner Caminiti motioned to close the public portion of the meeting. The motion was seconded by Commissioner Sohmer and carried unanimously

CONSENT AGENDA

Chairman Ortega asked for a motion to approve the consent agenda as amended and without Resolution 2020-90. Motion was made by Commissioner Peterson and seconded by Commissioner Caminiti, to approve Resolutions 2020-85 and 2020-101, without Resolution 2020-90

A. Resolution 2020-85

Resolution approving the routine expenditures for the HABC for the period of 11/16/20 - 12/15/20.

B. Resolution 2020-86

Resolution approving the routine expenditures for the HDC for the period of 11/16/20 - 12/15/20.

C. Resolution 2020-87

Resolution authorizing Remote Meeting Policy pursuant to NJAC 5:39-1 et seq.

D. Resolution 2020-88

Resolution approving the 2021 Board of Commissioner meeting dates.

E. Resolution 2020-89

Resolution authorizing the acquisition of property in the City of Hackensack, ratifying a Memorandum of Understanding concerning the property, authorizing the execution and delivery of purchase and Sale Agreement for the property and other matters.

F. Resolution 2020-91

Resolution authorizing the issuance of 56 additional Project Based Vouchers to USR HDC Supportive Housing Renewal LP and HDC Durie Development, LLC.

G. Resolution 2020-92

Resolution approving a contract with Reiner Group for the replacement of all packaged terminal air conditioner units (PTACs) at Hasbrouck Heights Senior Housing.

H. Resolution 2020-93

Resolution approving designation of Vincent M Bufis, QPA as the Purchasing Agent of Record for the HABC.

I. Resolution 2020-94

Resolution approving a contract with Compensation Resources Inc for comprehensive classifications and compensation study.

J. Resolution 2020-95

Resolution approving a contract with Freedom Bank for banking services.

K. Resolution 2020-96

Resolution awarding a contracting to CGI Federal Inc for Housing Quality Standards (HQS) inspection services.

L. Resolution 2020-97

Resolution adopting the Annual Plan for submission to the US Department of Housing and Urban Development for approval.

M. Resolution 2020-98

Resolution appointing Lynn Bartlett as Fund Commissioner to represent the HABC in the NJ Public Housing Joint Insurance Fund for the 2021 Fund Year.

N. Resolution 2020-99

Resolution authorizing a contract with McManimon, Scotland, & Baumann for legal services in connection with the termination of the Management Agreement for Ridgewood Senior Citizens Housing Corp.

O. Resolution 2020-100

Resolution approving a consulting contract with Governance & Fiscal Affairs LLC to assist with daily purchasing activities.

P. Resolution 2020-101

Resolution authorizing the termination and closeout of the annual contribution contract of the HABC following successful conversion of all public housing units to rental assistance demonstration.

ROLL CALL VOTE:

Caminiti – YES

D’Arminio – ABSENT

English-Rollieson - ABSENT

Hernandez – ABSENT

Ortega – YES

Peterson – YES

Sohmer - YES

Chairman Ortega thanked the entire staff for their hard work throughout a difficult year and for continuing to maintain HABC standards.

Seeing no further business to discuss Commissioner Sohmer moved to adjourn the meeting at 5:42 pm which was unanimously approved.

Prepared by: Heather Wei