

Minutes of the January 25, 2016 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:05PM by Chairman Kane at the offices of the Englewood Housing Authority, 111 West Street, Englewood, NJ 07631. The Executive Director complied with the Open Public Meetings Act and stated that adequate notice of this meeting was provided in the following manner: On December 14, 2015 a notice of the date, time and place of this meeting was sent to the Bergen Record and Star Ledger newspapers and a copy was sent to the City Clerk and also posted on the City's officially designated bulletin board.

Roll call:	Chairman Kane	Present
	Vice-Chairman Dermansky	Present
	Commissioner Aspinwall	Present
	Commissioner Correa	Present
	Commissioner Johnson-Rothman	Present

Maria Iwano, Executive Director	Present
William Katchen, CPA	Present
Terrence Corrison, Esq.	Present

A motion was made by Chairman Kane and seconded by Vice-Chairman Dermansky to approve the minutes of the December 21, 2015 Board Meeting. The motion carried with all in favor.

Written Report of the Maintenance Supervisor

New laundry equipment has been delivered and installed in the Tibbs laundry room. The new contract is with Fowler. Baseboard replacements have been completed in building 175 and 165 is close to completion. Of the seven vacant units, 3 have been rented and the remainder are expected to be ready for occupancy at the end of the month. Duct work for the forced hot air heat at Foti has been professionally cleaned and serviced by Associated Cleaning.

Report of the Executive Director

The Director explained some changes that come to HUD multi-family in the Newark office which explains the delay in approval of submissions for Westmoor Gardens. We did receive reimbursement requested for the bathroom renovations. The Director also informed the board of a recent incident in the Tibbs building involving heroic actions by an employee of our Maintenance Department. Craig Jones, without a doubt, saved the tenant's life. We commend him for his actions and are proud to have him on staff. With the funds approved by this board, we should be able to complete the heating element replacements in 4.5 buildings at Westmoor. The remainder will be completed with approved funds for 2016. The Director also submitted her retirement effective April 1, 2016 and thanked the board, professionals, and staff for the opportunity to serve and their support.

Resolutions

A motion was made by Vice-Chairman Dermansky and seconded by Chairman Kane to award the contract for audits of all properties to Hymason, Parnes & Giampolo, C.P.A. The motion carried with all in favor.

A motion was made by Commissioner Aspinwall and seconded by Vice-Chairman Dermansky to award the contract for bedbug services to Anchor Pest Control. The motion carried with all in favor.

A motion was made by Vice-Chairman Dermansky and seconded by Commissioner Correa to award the contract for plumbing maintenance services to Magic Touch Construction. The motion carried with all in favor.

A motion was made by Vice-Chairman Dermansky and seconded by Commissioner Johnson to award the contract for electrical maintenance services to Vanore Electric. The motion carried with all in favor.

A motion was made by Chairman Kane and seconded by Vice-Chairman Dermansky to approve the bills for the month of January. The motion carried with all in favor.

NEW BUSINESS

For security reasons, the Executive Director is recommending to the board that we look to replacing the old, poor quality security cameras installed at Westmoor and Foti. The board supports the recommendation and requests that we should proceed pricing new cameras.

Mr. Corriston recommends that we reach out to our RAD Financial Consultant to request that the time frame for responding to the RFP be extended to February 20, 2016 to allow for more financial institutions to submit proposals making the process more competitive.

A motion was made by Vice-Chairman Dermansky and seconded by Commissioner Aspinwall to authorize NW Financial to extend the time for accepting bids for RAD Financial Services to February 20, 2016. The motion carried with all in favor.

A motion was made by Commissioner Aspinwall and seconded by Commissioner Correa to adjourn the meeting at 8:10PM. The motion carried with all in favor.

Respectfully submitted,
Maria Iwano
Executive Director