

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451
Fax: (201) 871-5908

RESOLUTION NO. 10-27-2014 (1)

OFFERED BY: Chairman Bruce Kane

SECONDED BY: Vice Chairman Ira Dermansky

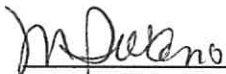
BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:

To approve the September 22, 2014 Board Meeting minutes.



Bruce Kane, Chairman

ATTEST



Maria Iwano, Executive Director

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

At the Board Meeting of October 27, 2014 (1) upon roll call of Commissioners present, all voted "Aye" and Resolution October 22, 2014 (1) as carried.

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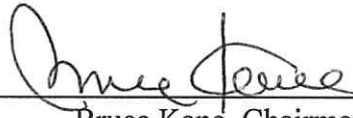
RESOLUTION NO. 10-27-2014 (2)

OFFERED BY: Vice Chairman Ira Dermansky

SECONDED BY: Chairman Bruce Kane

BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:

To approve the September 26, 2014 Special Board Meeting minutes.



Bruce Kane, Chairman

ATTEST



Maria Iwano, Executive Director

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

At the Board Meeting of October 27, 2014 (2) upon roll call of Commissioners present, all voted "Aye" and Resolution October 22, 2014 (2) as carried.

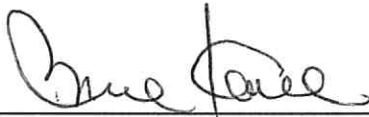
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RESOLUTION NO. 10-27-2014 (3)

OFFERED BY: Vice Chairman Ira Dermansky
SECONDED BY: Commissioner Raymond Aspinwall

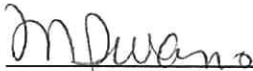
BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:

To approve the October 7, 2014 Special Board Meeting minutes.



Bruce Kane, Chairman

ATTEST



Maria Iwano, Executive Director

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

At the Board Meeting of October 27, 2014 (3) upon roll call of Commissioners present, all voted "Aye" and Resolution October 22, 2014 (3) as carried.

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RESOLUTION NO. 10- 27 - 14 (4)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
AUTHORIZING AWARD OF A CONTRACT TO
PREP BOYZ
FOR PEST CONTROL SERVICES OF ALL ENGLEWOOD HOUSING AUTHORITY
PROPERTIES

OFFERED BY: Vice Chairman Ira Dermansky
SECONDED BY: Chairman Bruce Kane

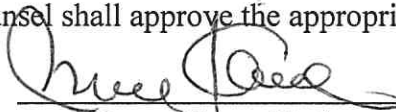
WHEREAS, in accordance with the Procurement Policy of the Housing Authority of the City of Englewood, request for proposals for pest control services in the Tibbs Senior Building, Westmoor Gardens, Inc., Foti Property and Morse Place were issued October 2, 2014; and

WHEREAS, Englewood Housing Authority did receive four proposals; and

WHEREAS, based upon the evaluation and scoring system set forth in the request for proposal **PREP BOYZ** submitted a proposal for the following amount: **\$425.00 for monthly pest control services, \$110.00 price per unit for infestation found on initial inspection (no fee for callback visits), and \$130.00 for trapping and removing raccoons, squirrels, goundhogs, etc.,** which is the proposal most advantageous to the Housing Authority; and

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Englewood hereby authorizes the Executive Director to execute a contract with **PREP BOYZ** for pest control services in the Tibbs Senior Building, Westmoor Gardens, Inc., Foti Property and Morse Place for the following amount: **\$425.00 for monthly pest control services, \$110.00 price per unit for infestation found on initial inspection (no fee for callback visits), and \$130.00 for trapping and removing raccoons, squirrels, goundhogs, etc., for a two year contract.**

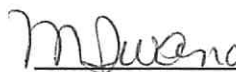
BE IT FURTHER RESOLVED THAT legal counsel shall approve the appropriate form of contract.



Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ATTEST:



Maria Iwano, Executive Director

2014 Pest Control Services

	Anchor Pest Control	Alliance Commercial Pest Control	Assure Environment	Bug-Eliminators	Dynamic Exterminating	Pest-A-Side Exterminating	*Prep Boyz*
	Fee too high				Non responsive in submitting adequate references	Unsatisfactory service	
Price for monthly pest control services	\$499.50				\$400.75	\$407.75	\$425.00
Price per unit for infestation found on initial inspection (no fee for callback visits):	\$150.00				\$95.00	\$17.00	\$110.00
Price for trapping & removing raccoons, squirrels, groundhogs, etc.	\$200.00				\$589.00	\$37.50 Per trap \$75.00 For disposal Total \$112.50	\$130.00

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RESOLUTION NO. 10-27-14 (5)

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD AUTHORIZING AWARD OF A CONTRACT TO STANDARD
ELEVATOR FOR ELEVATOR MAINTENANCE**

OFFERED BY: Vice Chairman Ira Dermansky
SECONDED BY: Commissioner Raymond Aspinwall

WHEREAS, the Housing Authority of the City of Englewood requires elevator maintenance at the Vincent K. Tibbs Building; and

WHEREAS, in accordance with its procurement policy the Housing Authority did advertise for sealed bids and did receive 3 on October 16, 2014; and

WHEREAS, the Authority reviewed the offers and determined that **STANDARD ELEVATOR** submitted the lowest responsible bid in the sum of:

Monthly Maintenance \$400.00 x 24 = \$9,600.00 (Total 2 year cost for maintenance),
Elevator Technician \$170.00 x 100 hrs. = \$17,000.00 (Total 2 year cost for maintenance),
Markup 10% (not to exceed 10%),
Total anticipated 2 year bid: \$26,600.00; and

WHEREAS, based upon its evaluation and a review of references the Housing Authority staff recommends that the contract be awarded to **STANDARD ELEVATOR** for a period of 2 years for elevator maintenance.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, that a contract for elevator maintenance be awarded to **STANDARD ELEVATOR** for a period of 2 years in the amount of:

Monthly Maintenance \$400.00 x 24 = \$9,600.00 (Total 2 year cost for maintenance),
Elevator Technician \$170.00 x 100 hrs. = \$17,000.00 (Total 2 year cost for maintenance),
Markup 10% (not to exceed 10%),
Total anticipated 2 year bid: \$26,600.00; and


BE IT FURTHER RESOLVED that legal counsel shall approve the appropriate form of contract.



Bruce Kane, Chairman

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

ATTEST:



Maria Iwano, Executive Director

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2014 Elevator Bids

COMPANY	FEE
Pomassi Elevator, Inc. 95 Main Street, Suite 318 Nyack, N.Y. 10960	Monthly Maintenance \$645.00 Elevator Technician \$185.00 Markup 10% Total anticipated 2 year bid: \$33,980.00
Slade Elevator 1101 Bristol Road Mountainside, N.J. 07092	Monthly Maintenance \$480.00 Elevator Technician \$180.00 Markup 50% Total anticipated 2 year bid: \$29,520.00
Standard Elevator 68 Union Avenue P.O. Box 2204 Clifton, N.J. 07015	Monthly Maintenance \$400.00 Elevator Technician \$170.00 Markup 10% Total anticipated 2 year bid: \$26,600.00

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RESOLUTION NO. 10 – 27 - 14 (6)
APPROVAL OF ANNUAL PLAN

OFFERED BY: Vice Chairman Ira Dermansky
SECONDED BY: Commissioner Charles Cobb

WHEREAS, the Quality Housing & Work Responsibility Act of 1998 (QHWRA) mandates that public housing authorities prepare an annual and five year plan which must be submitted to the U. S. Department of Housing & Urban Development 75 days prior to the commencement of the fiscal year; and

WHEREAS, the Housing Authority of the City of Englewood is required to submit their annual plan for the fiscal year commencing on 1/1/2015; and

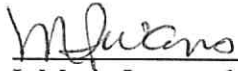
WHEREAS, QHWRA mandates that the Housing Authority establish a Resident Advisory Board for the purpose of developing the PHA plan; and

NOW THEREFORE WHEREAS, the Housing Authority has complied with all aspect of QHWRA with respect to developing the plan documents;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Englewood that the Annual Statement & Five year plan for the fiscal year commencing 1/1/2015 be hereby approved; and

BE IT FURTHER RESOLVED that the Chairperson and Executive Director and hereby authorized to execute the attached certification concerning compliance with applicable plan regulations.

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>



I, Maria Iwano, duly appointed
Executive Director of the Housing Authority
of the City of Englewood do hereby certify
that the forgoing is a true and correct copy of
resolution adopted at a regular meeting of the
Housing Authority held on October 27th, 2014
at 7:00 P.M.

Maria Iwano
Executive Director

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RESOLUTION NO. 10 - 27 - 14 (7)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
APPROVING BILLS AND CLAIMS FOR THE PERIOD
OF
OCTOBER

OFFERED BY: Chairman Bruce Kane
SECONDED BY: Vice Chairman Ira Dermansky

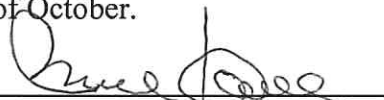
WHEREAS, the bills and claims per the attached listing (voucher numbers through)

E.H.M.S. - 001168
Foti- 001140 *
Section 8 - 001691
Tibbs - 001914
Revolving - 001941 *
W.G. - 002156 *

were reviewed and found acceptable as amended at the meeting.


NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Englewood approve disbursement and payment of all checks on the attached listing for the period of October 1st through 31st.

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Englewood approve payment of all other checks identified on the attached listing for the period of October.



Bruce Kane, Chairman

ATTEST:



Maria Iwano, Executive Director

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

RESOLUTION October 27, 2014 (8)

OFFERED BY: Commissioner Raymond Aspinwall
SECONDED BY: Chairman Bruce Kane

WHEREAS the Englewood Housing Authority, New Jersey has agreed to the establishment of a Deferred Compensation Plan to be made available to all employees pursuant to Section 457 of the Internal Revenue Code of 1986, as amended, except for provisions added by reason of the Small Business Job Protection Act of 1996 (United States Public Law No. 104-188); and

WHEREAS, the rationale for the adoption and implementation of a Deferred Compensation Plan is to attract and retain qualified employees, as well as provide enhanced retirement security to eligible employees; and

WHEREAS, certain substantial tax benefits could accrue to employees;

NOW THEREFORE BE IT RESOLVED that the Englewood Housing Authority, New Jersey is adopting a Deferred Compensation Plan substantially similar to one on which a favorable Private Letter Ruling has been previously obtained from the Internal Revenue Service except for provisions added by reason of the Small Business Job Protection Act of 1996 (United States Public Law No. 104-188; and the Economic Growth and Tax Reconciliation Act of 2001 (United States Public Law No 107-16; and the Pension Protection Act of 2006, The Heroes Earnings Assistance Relief Act of 2008, The Provision in the Emergency Economic Stabilization Act of 2008 known as the Heartland Disaster Tax Relief Act of 2008, the Worker, Retiree and Employer Recovery Act of 2008 and the Small Business Act of 2010; and all such provisions are stated in the plan in terms substantially similar to the text of those provisions in the Internal Revenue Code Section 457. The use of the Ruling is for guidance only and acknowledges that for Internal Revenue Service Purposes, the Ruling of another employer is not to be considered precedent; and

BE IT FURTHER RESOLVED by the Board of Commissioners of the Englewood Housing Authority, New Jersey that, it hereby maintains a Deferred Compensation Plan for the voluntary participation of employees; and

BE IT FURTHER RESOLVED by the Board of Commissioners of the Englewood Housing Authority, New Jersey that, it hereby adopts a Deferred Compensation Plan provided by the Lincoln National Life Insurance Company and Lincoln Financial Group, it's agent (82-PD-Lincoln-050812); and

BE IT FURTHER RESOLVED that The Lincoln National Life Insurance Company and Lincoln Financial Group, it's agent, has agreed to be the provider of the Deferred Compensation Program for employees; and

BE IT FURTHER RESOLVED that the Lincoln National Life Insurance Company and Lincoln Financial Group it's agent, will provide, for the benefit of the participants the Multi-Fund Variable Annuity contract; and

BE IT FURTHER RESOLVED that in accordance with N.J.A.C. 5:37-7.1(a) the Englewood Housing Authority, New Jersey solicited proposals for a Deferred Compensation Plan and Service Agreement from two providers of deferred compensation services. The vendors responding to the request for proposals were Lincoln National Life Insurance Company and Lincoln Financial Group, its agent, and AXA. The successful vendor is Lincoln National Life Insurance Company and Lincoln Financial Group, its agent. The Executive Director and Fee Accountant reviewed all of the proposals submitted by the responding companies. Lincoln National Life Insurance Company was selected because of the high level of service, features and flexibility of the investment options for plan participants.

BE IT FURTHER RESOLVED that there has been no collusion, or evidence or appearance of collusion, between any local official and a representative of Lincoln National Life Insurance Company and Lincoln Financial Group, it's agent, in the selection of a provider pursuant to N.J.A.C. 5:37 - 5.7.

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute an Administrative Services Agreement with the Lincoln National Life Insurance Company and Lincoln Financial Group, its agent (12-SA-Lincoln-072595), and such other agreements as are necessary to implement the Deferred Compensation Program. It is implicitly understood that there is to be no cost or contribution by the Englewood Housing Authority, New Jersey to the program; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to serve as the "Administrator" of the plan, represent the Englewood Housing Authority, New Jersey and execute individual deferred compensation agreements with each said employee; and

BE IT FURTHER RESOLVED by the Englewood Housing Authority, New Jersey that the Secretary of the Board of Commissioners and Executive Director are one and the same; and

BE IT FURTHER RESOLVED that the Executive Director will submit all necessary documents to the Director of the Division of Local Government Services in the State Department of Community Affairs for approval.

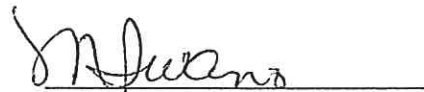

Chairman
Board of Commissioners

Attest:


Secretary

CERTIFICATION

I, Maria Iwano, Secretary do solemnly swear that this is a true copy of a resolution duly passed by the Board of Commissioners of the Englewood Housing Authority, New Jersey at a meeting held on October 27, 2014.


Secretary

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RESOLUTION NO. 10-27-14 (9)

OFFERED BY: Commissioner Charles Cobb

SECONDED BY: Commissioner Jennifer Johnson-Rothman

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:

WHEREAS, HUD launched a campaign to end homelessness for veterans by December 31, 2015; and

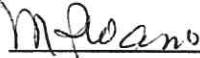
WHEREAS, the Executive Director recommends that the board consider adding "veteran status" to the list of preferences for all programs; and

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Englewood Housing Authority authorize amending the Admissions and Continued Occupancy Policy and to the Section 8 Administrative Plan to add "veteran status" to the list of preferences for all programs according to required procedure.



Bruce Kane, Chairman

ATTEST:



Maria Iwano
Executive Director

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>

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RESOLUTION NO. 10 – 27 - 2014 (10)

OFFERED BY: Commissioner Raymond Aspinwall
SECONDED BY: Commissioner Charles Cobb

BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:

WHEREAS, the Englewood Housing Authority has started to enter supplies purchased into their software system to record all supplies used in completing work orders directly on the work order in order to track supplies used; and

WHEREAS, the Maintenance Department is in need of additional help in the counting and organizing maintenance supplies; and


WHEREAS, the Director of the Englewood Housing Authority finds it beneficial to hire 2 college students on a part-time and temporary basis to assist the maintenance department; and

BE IT RESOLVED, that the Board of Commissioner of the Englewood Housing Authority authorize part-time and temporary assistance for the Maintenance Department.



Bruce Kane, Chairman

ATTEST:



Maria Iwano, Director

Chairman Bruce Kane	<u>Aye</u>
Vice Chairman Ira Dermansky	<u>Aye</u>
Commissioner Raymond Aspinwall	<u>Aye</u>
Commissioner Charles Cobb	<u>Aye</u>
Commissioner Raul Correa	<u>Aye</u>
Commissioner Jennifer Johnson-Rothman	<u>Aye</u>