

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

RESOLUTION NO. 09-22-2014 (1)

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

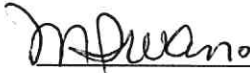
BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:

To approve the July 28, 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 September 22, 2014 (1) upon roll call of Commissioners present, all voted "Aye" and Resolution September 22, 2014 (1) as carried.

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Resolution No. 09 – 22 - 2014 (2)

OFFERED BY : Chairman Bruce Kane

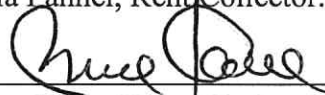
SECONDED BY: Commissioner Raul Correa

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

WHEREAS, the Englewood Housing Authority's Personnel Policy compensates employees after ten years of continuous work service in a one-time lump sum longevity pay; and

WHEREAS, the employee, Cynthia Pannell, Rent Collector will be compensated a one-time lump sum longevity pay in the amount of \$1,000.00; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Englewood Housing Authority authorize the approval of one-time lump sum longevity pay in the amount of \$1,000.00 to Cynthia Pannell, Rent Collector.



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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RESOLUTION NO. 09 – 22 – 14 (3)

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

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

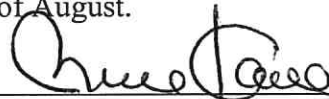
WHEREAS, the bills and claims per the attached listing (voucher numbers through)

E.H.M.S. – 001158
Foti- 001127
Section 8 - 001681
Tibbs – 001867
Revolving - 001877
W.G. - 002086

were reviewed and found acceptable as amended at the meeting.

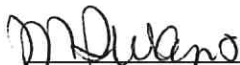
NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Englewood approve disbursement and payment of all checks on the attached listing for the period of August 1st through 31st.

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 August.



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. 09 - 22 - 14 (4)

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

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

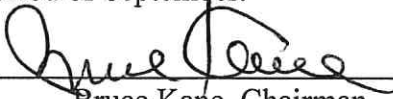
WHEREAS, the bills and claims per the attached listing (voucher numbers through)

E.H.M.S. -	001161
Foti-	001130
Revolving -	001898
Section 8 -	001685
Tibbs -	001884 *
W.G. -	002104 *

were reviewed and found acceptable as amended at 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 September 1st through 30th.

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 September.



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>

*Checks were added to previous list

ATTEST:



Maria Iwano, Executive Director

ENGLEWOOD HOUSING AUTHORITY
Cash Disbursements Journal
For the Period From Sep 1, 2014 to Sep 30, 2014

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Line Descriptio	Debit Amou	Credit Amou
9/2/14	001868	4171	AUDITING FEES	7,155.00	
		1111.17	HYMANSON, PARNES & GIAMPAOLO		7,155.00
9/4/14	001870	4190.16	SUNDRY-OTHER	57.00	
		1111.17	MICHAEL GUERRA		57.00
9/1/14	001871	4330	Acc#771221 Natural Gas at 111 West WOODRUFF ENERGY	1,307.14	
		1111.17			1,307.14
9/10/1	001872	4470	Inv#1384, new hallway motor and labor	251.75	
		4440		656.55	
		1111.17	TSUJ, Corporation		908.30
9/11/1	001873	4430.10	Inv#17143 June	435.10	
		4430.10	Inv#17144	435.10	
		1111.17	PEST-A-SIDE EXTERMINATING CO., INC.		870.20
9/11/1	001874	4440	Inv#35508, new copper line and valves in basement storage areas	1,350.00	
		4420		187.38	
		1111.17	Wickersheim & Sons		1,537.38
9/11/1	001875	4430	Inv#75238, adjust elevator door	34.00	
		1111.17	Standard Elevator		34.00
9/11/1	001875V	4430	Inv#75238, adjust elevator door		34.00
		1111.17	Standard Elevator	34.00	
9/11/1	001876	4430	Inv# 8737 Circuit close service monitoring	1,375.00	
		1111.17	Advanced Video Surveillance Inc.		1,375.00
9/11/1	001877	4220	Inv#3967 September tenant workshop	150.00	
		1111.17	Creative Notions LLC		150.00
9/11/1	001878	4430.10	Inv#17245, inspection with	75.00	

ENGLEWOOD HOUSING AUTHORITY
Cash Disbursements Journal
For the Period From Sep 1, 2014 to Sep 30, 2014

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Line Descriptio	Debit Amou	Credit Amou
		1111.17	inspection with certified dog Anchor Pest Inc		75.00
9/11/1	001879	4430	Inv#75238 adjust elevator door	340.00	
		1111.17	Standard Elevator		340.00
9/12/1	001880	4440	Inv#35585, 1J flush risers of various debris	270.00	
		4440	Inv#35586, repaired valves in 1J	665.00	
		4420		175.68	
		1111.17	Wickersheim & Sons		1,110.68
9/12/1	001881	4430	elevator repaired	17,220.00	
		4430	Inv#75470, September maintenance	400.00	
		1111.17	Standard Elevator		17,620.00
9/12/1	001882	1111.18	to transfer funds to cover September revolving payments	18,000.00	
		1111.17	EHA Revolving		18,000.00
9/12/1	001883	7520	Inv#024-023015 7 2 refrigerators	678.00	
		1111.17	P.C RICHARDSON & SON BUILDERS DIVISION		678.00
9/17/1	001884	1111.19	transfer funds to payroll account	9,000.00	
		1111.17	EHA Payroll Acc		9,000.00
	Total			60,251.70	60,251.70

WESTMOOR GARDENS
Cash Disbursements Journal
For the Period From Sep 1, 2014 to Sep 30, 2014

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Line Descriptio	Debit Amou	Credit Amou
9/9/14	002087	4330	gas @ West St. #145	54.24	
		1111.17	Woodruff Energy US LLC		54.24
9/9/14	002088	4330	gas @ West St. #165	34.27	
		1111.17	Woodruff Energy US LLC		34.27
9/9/14	002089	4330	gas @ West St. #175	24.59	
		1111.17	Woodruff Energy US LLC		24.59
9/9/14	002090	4330	gas @ West St. #151	38.84	
		1111.17	Woodruff Energy US LLC		38.84
9/9/14	002091	4330	gas @ West St. #155	29.67	
		1111.17	Woodruff Energy US LLC		29.67
9/9/14	002092	4320	Electric @ 2 Slocum	7.29	
		1111.17	PSE&G		7.29
9/9/14	002093	4320	Electric @ 2 Slocum	8.01	
		1111.17	PSE&G		8.01
9/9/14	002094	4320	Electric @ 2 Slocum	6.56	
		1111.17	PSE & G		6.56
9/9/14	002095	4330	Gas @ Slocum #4	11.17	
		1111.17	PSE & G		11.17
9/9/14	002096	4330	Gas @ Slocum #8	26.31	
		1111.17	PSE&G		26.31
9/9/14	002097	4330	Natural gas @ 8 Slocum	23.23	
		1111.17	Woodruff Energy US LLC		23.23
9/9/14	002098	4440	Contract@5224 5, 43 storm doors	11,914.00	
		4420		4,300.00	
		1111.17	Grove Home Products		16,214.00
9/17/1	002098V	4440	Contract@5224 5, 43 storm doors		11,914.00
		4420			4,300.00
		1111.17	Grove Home Products	16,214.00	

WESTMOOR GARDENS
Cash Disbursements Journal
For the Period From Sep 1, 2014 to Sep 30, 2014

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Line Descriptio	Debit Amou	Credit Amou
9/12/1	002099	4590	Preparation of Smart Start Rebates	1,000.00	
		1111.17	Paul DeMassi		1,000.00
9/12/1	002100	4190.14	Acc#1105811,, public notice for plumbing at WG	331.71	
		1111.17	NJ Media Group		331.71
9/1/14	002101	4195	Management Fee	3,343.00	
		1111.17	ENGLEWOOD HOUSING AUTHORITY		3,343.00
9/17/1	002102	4173	Supervisory, coordinating and monitoring of maintenance	3,375.00	
		1111.17	EXECU-TECH, INC		3,375.00
9/17/1	002103	2119	transfer funds to payroll account	9,000.00	
		1111.17	EHA Payroll ACC		9,000.00
9/17/1	002104	4440	43 new storm door	4,300.00	
		4420		12,040.00	
		1111.17	Grove Home Products		16,340.00
9/1/14	Mortgage	2137	Mortgage Loan	3,742.99	
		5610.1		11,690.89	
		2320.1		5,402.96	
		1162.13.1		2,481.50	
		1162.11.1		1,238.39	
		1162.12		1,666.67	
		1111.17	Oppenheimer Multifamily Housing&Health c		26,223.40
Total				92,305.29	92,305.29

ENGLEWOOD HOUSING AUTHORITY
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RESOLUTION NO. 09-22-14 (5)

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD AUTHORIZING AWARD OF A CONTRACT TO LINCOLN
FINANCIAL GROUP FOR DEFERRED COMPENSATION SERVICE FOR
THE EMPLOYEES**

OFFERED BY: Vice Chairman Ira Dermansky

SECONDED BY: Commissioner Jennifer Johnson-Rothma

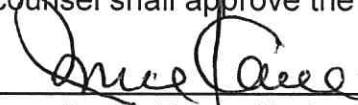
WHEREAS, the Housing Authority of the City of Englewood has issued a Request for Proposal for Deferred Compensation Service for the employees at no cost to the Authority; and

WHEREAS, the Board of Commissioners received 2 proposals in response to the Request for Proposal on Tuesday, September 9, 2014; and

WHEREAS, based upon its evaluation and a review of references the Housing Authority staff recommends that **Lincoln Financial Group** be awarded a contract and;

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, that a contract for Deferred Compensation Service be awarded to **Lincoln Financial Group** and;

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



Bruce Kane, Chairman

ATTEST:



Maria Iwano, Executive Director

Chairman Bruce Kane



Aye

Vice Chairman Ira Dermansky

Aye

Commissioner Ray Aspinwall

Aye

Commissioner Charles Cobb

Aye

Commissioner Raul Correa

Aye

Commissioner Jennifer Johnson-Rothman

Aye

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Deferred Compensation Services

COMPANY
AXA Equitable 100 Madison Street Syracuse, New York 13202
Lincoln Financial Group 1300 South Clinton Street Defined Contribution Fort Wayne, Indianapolis 46802

Lincoln Financial Group

The Authority will utilize the following form in the evaluation process:

1. PROPOSAL WAS RECEIVED BY DUE DATE: TRUE FALSE
2. RESPONDENT'S NAME DOES NOT APPEAR ON HUD LIST OF DISBARRED, SUSPENDED OR INELIGIBLE CONTRACTORS:
 TRUE FALSE
3. PROPOSALS SUBMITTED COMPLIES WITH THE PROPOSED REQUIREMENTS SET FORTH IN THE RFP: TRUE FALSE

(COMPLETE THE FOLLOWING IF 1, 2, AND 3 ABOVE ARE TRUE)

<u>PROPOSAL EVALUATION FACTOR</u>	<u>MAXIMUM WEIGHT TO BE ASSIGNED*</u>	<u>WEIGHT ASSIGNED</u>
1. DEGREE TO WHICH RESPONDENT EVIDENCES POSSESSION OF DESIRED QUALIFICATIONS AND EXPERIENCED	<u>100%</u>	<u>100</u> ^{2/0}

NOTE: The higher the weight assigned, the more acceptable the proposal.

DATE: September 22, 2014

RFP DEFERRED COMPENSATION SERVICES
RATING KEY:

Factors I

NOTE: Points = % points

Excellent	100 points
Very Good	90 points
Good	80 points
Satisfactory	70 points
Unsatisfactory	0 points

NOTE: The higher the overall rating assigned, the more acceptable the proposal is deemed to be.

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RESOLUTION NO. 9-22-2014 (6)

OFFERED BY: Commissioner Raymond Aspinwall

SECONDED BY: Commissioner Raul Correa

BE IT RESOLVED, that the Board of Trustees of the Englewood Housing Authority wishes to enter into a grant agreement with the County of Bergen for the purpose of using \$30,000.00 in 2014 Community Development Grant funds for Foti Property (rehabilitation of roof) at 115 Humphrey Street, Englewood, New Jersey; and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby authorizes Maria Iwano, Executive Director to be signatory to the aforesaid grant agreement; and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby authorizes Maria Iwano, Executive Director to sign all County vouchers submitted in connection with the aforesaid project; and

BE IT FURTHER RESOLVED, that the Board of Trustees recognizes that Englewood Housing Authority is liable for any funds not spent in accordance with the Grant Agreement; and that liability of Board members is in accordance with N.J.S.A. 2A:53A-7 et. seq.

This resolution was adopted by the Board of Trustees of the Englewood Housing Authority at a meeting on Monday, September 22, 2014.

BY: 
President

ATTEST: 
Secretary

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RESOLUTION 09-22-2014 (7)

OFFERED BY: Chairman Bruce Kane

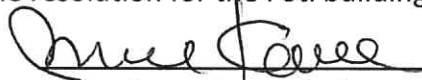
SECONDED BY: Commissioner Jennifer Johnson-Rothman

WHEREAS, the Englewood Housing Authority has issued a Request for Proposal for Architectural/Engineering Services for the preparation of public bidding documents for the renovations of the Foti building of a vacant apartment and roof overhang; and

WHEREAS, the Board of Commissioners received a proposal in response to the Request for Proposal; and

WHEREAS, upon further review, the Board of Commissioners has determined that it would be in the best interest of the Englewood Housing Authority to table the resolution for the renovations of the Foti building pending amending of the resolution to include drawings for the extension of the roof overhang as part of the fee of \$1,500.00; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, authorize the tabling of the resolution for the Foti building.



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. 9-22-14 (8)

OFFERED BY: Vice Chairman Ira Dermansky
SECONDED BY: Commissioner Raul Correa

**RESOLUTION OF THE ENGLEWOOD HOUSING AUTHORITY
AUTHORIZING AWARD OF A CONTRACT TO EXECU-TECH, INC. FOR
MANAGING THE AUTHORITY IN THE ABSENCE OF THE EXECUTIVE
DIRECTOR**

WHEREAS, the Englewood Housing Authority's Executive Director, Maria Iwano will be on medical leave for a number of weeks; and

WHEREAS, the Executive Director recommends Execu-Tech, Inc. to assist with the maintenance management of the Englewood Housing Authority in her absence; and

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Englewood Authority hereby authorizes the Executive Director to execute a contract with EXECU-TECH to assist with the maintenance management of the Housing Authority during her medical leave.



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>

ENGLEWOOD HOUSING AUTHORITY
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RESOLUTION NO. 09-22-14 (9)

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

WHEREAS, the Englewood Housing Authority requires 2 additional outside cameras and 1 DVR for security purposes at the Tibbs senior building; and

WHEREAS, upon further review, the Executive Director has determined that it would be in the best interest of the Englewood Housing Authority to inquire for proposals; and


WHEREAS, the Englewood Housing Authority received a proposal from **MAZTECK**; and

WHEREAS, **MAZTECK** submitted the most advantageous proposal in the amount of \$1,497.00 for the purchase of 2 additional outside cameras and 1 DVR for security purpose of the Tibbs senior building ; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, authorizes the purchase of 2 additional cameras and 1 DVR for security purposes at the Tibbs senior building from **MAZTECK** in the amount of \$1,497.00.


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>