

Minutes of the September 28, 2015 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:09PM 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 9, 2014 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	Absent

Maria Iwano, Executive Director	Present
William Katchen, CPA	Present

A motion was made by Commissioner Aspinwall and seconded by Commissioner Correa to approve the minutes of the July 27, 2015 Board Meeting. The motion carried with all in favor.

Written Report of the Maintenance Supervisor

The Maintenance Supervisor reported that bathroom renovations are almost complete in the final building. Main valve replacements for each unit in two buildings were done. The interior doors have been completed and the new mailboxes installed. In Tibbs the hot water heater and boiler replacement is on track. Vacant units are ready for CRO inspections.

Report of the Executive Director

The Executive Director reported that we have received approval of our 2015 application for \$25,000 for improvements at Foti. We have also submitted invoices for reimbursement of monies paid to Hillman Consulting for the removal/remediation of the underground storage tanks. The first tenant barbeque was enjoyed by all who attended.

Resolutions

A motion was made by Vice-Chairman Dermansky and seconded by Commissioner Aspinwall to reject the award of a contract to Ballard Sphar, LLC for the Special Rad Counsel. The motion carried with all in favor.

A motion was made by Vice-Chairman Dermansky and seconded by Chairman Kane to reject the contract to the Metro Company, LLC for RAD tax credit consultant and financial services. The motion carried with all in favor.

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

A motion was made by Vice-Chairman Dermansky and seconded by Commissioner Correa to approve an amount not to exceed \$35.00 per person for the staff Holiday luncheon. The motion carried with all in favor.

A motion was made by Vice-Chairman Dermansky and seconded by Commissioner Correa to approve the change order submitted by Griffith Construction in the amount of \$525.00 for the removal and installation of sub floor for the Westmoor Gardens bathroom project. The motion carried with all in favor.

A motion was made by Commissioner Aspinwall and seconded by Commissioner Correa to approve the change order submitted by Griffith Construction in the amount of \$8,075.00 for the installation of 38 hot and cold water off valves for the Westmoor Gardens bathroom project. 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 August. The motion carried with all in favor.

A motion was made by Commissioner Correa and seconded by Chairman Kane to approve the bills for the month of September. 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 RAD Special Counsel to Decotis, Fitzpatrick & Cole, LLP at the recommendation of Bill Katchen. The motion carried with all in favor.

A motion was made by Commissioner Aspinwall and seconded by Commissioner Correa to award the contract for RAD Tax Credit Consultant and Financial Services to NW Financial Group, LLC. The motion carried with all in favor.

A motion was made by Vice-Chairman Dermansky and seconded by Chairman Kane to award the contract for computer hardware/software maintenance to Marztcek. The motion carried with all in favor.

A motion was made by Vice-Chairman Dermansky and seconded by Chairman Kane to authorize the Executive Director to enter into contract with the County of Bergen for the purpose of using \$25,000.00 in 2015 Community Development Grant Funds for the Foti property.

A resolution was made by Chairman Kane and seconded by Commissioner Correa to renew membership in the New Jersey Public Housing Authority Joint Insurance Fund for all entities. The motion carried with all in favor.

New Business

The Board recommends that, if additional resolutions, not included in the packet mailed for review, are to be presented at the meeting the Executive Director provide those to the Board for review. It was suggested that this be done by either email or at a work meeting prior to the Public Meeting. The day and time of such work meeting is to be determined.

The Executive Director reported that the heating elements in the baseboards of the units at Westmoor Gardens need to be replaced. We are in the process of getting our third estimate on this costly job. The Director is requesting a not to exceed amount for this project.

A motion was made by Commissioner Aspinwall and seconded by Vice-Chairman Dermansky to authorize the expenditure of not exceed \$50,000.00 for the replacement of the heating elements in Westmoor Gardens. The motion carried with all in favor.

A motion was made by Vice-Chairman Dermansky and seconded by Commissioner Aspinwall to adjourn the meeting at 8:30PM.

Respectfully submitted,
Maria Iwano
Executive Director