

## Minutes of the June 25, 2018 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:10 PM by Chairman Aspinwall 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 January 8, 2018 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 Aspinwall	Present
Vice Chairwoman Jones	Present
Commissioner Correa	Absent
Commissioner Moche	Present
Commissioner Gurfein	Present
Commissioner Aguila	Present
Domingo Senande, Executive Director	Present
William Katchen, CPA	Present
Terrence Corriston, Esq.	Absent

### Minutes

A motion was made by Commissioner Jones and seconded by Commissioner Aguila to approve the minutes of the May 23, 2018 Board Meeting. The motion carried with all in favor.

### Report of the Executive Director

Based on the preliminary results, there will again be no audit findings. The full audit will be provided to the Commissioners when available.

We currently have no vacancies at Tibbs, Westmoor Gardens and Morse Place. Two tenants will be moving out of Tibbs at the end of June. At Foti, two apartments will be rehabilitated once the Board approves the construction contracts.

EHA is currently investigating the possibility of contracting with a third party to perform ongoing quality control reviews of our tenant files. The goal is to have each file be consistent amongst all the caseworkers.

The Tibbs elevators have on occasion lost their level. Our elevator maintenance company has reviewed the issue three times but the problem continues to resurface. EHA therefore brought in a different elevator maintenance company to review the elevator and found a faulty relay which was fixed.

## **Resolutions**

A motion was made by Commissioner Aguila and seconded by Chairman Aspinwall to award a \$20,000 construction contract to FDG Universal for repair two apartments at 115 Humphrey Street. The motion carried with all in favor.

A motion was made by Commissioner Moche and seconded by Commissioner Jones to authorize a one-time lump sum longevity pay of \$1,000 to Rita Estella for 10 years of service as per EHA's personnel manual. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Commissioner Moche to award a \$300 bonus to five employees for exceptional service. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Commissioner Gurfein to approve the bills and claims for the month of June. The motion carried with all in favor.

## **Adjournment**

A motion was made by Commissioner Moche and seconded by Commissioner Jones to adjourn the meeting at 7:40 PM. The motion carried with all in favor.

Respectfully submitted,

Domingo Senande  
Executive Director