

Minutes of the September 24, 2018 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:11 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	Present
Commissioner Moche	Absent
Commissioner Gurfein	Absent
Commissioner Aguila	Present

Domingo Senande, Executive Director	Present
William Katchen, CPA	Present
Terrence Corriston, Esq.	Present

Minutes

A motion was made by Commissioner Jones and seconded by Commissioner Correa to approve the minutes of the June 25, 2018 Board Meeting. The motion carried with all in favor.

Report of the Executive Director

Regarding vacancies, the Tibbs senior building will have two vacancies at the end of October.

At Westmoor Gardens, we are sponsoring one of our young tenants (age 7) so that he can play football for the Englewood Parks and Recreation program. Westmoor Gardens contributed \$75 towards his registration fee. The young man personally came to our office with his mother to thank us.

In August, we replaced the fire sprinkler valves at Tibbs. The project required the building's fire sprinkler system to be turned off for an entire day. The Englewood Fire Department were present during the entire shut down to ensure the safety of our residents.

Ms. Lillian Scales, a resident of Tibbs senior building, has been assisting EHA regularly to cover the front desk and with clerical work as approved by the Board. Ms. Scales

has been a tremendous asset. EHA has officially added Ms. Scales to our payroll as a part-time employee (not to exceed 25 hours).

EHA is continuing to work towards a plan to convert the Tibbs senior building into a Smoke Free building. Our first Smoking Cessation Program begins this month. Several tenants have registered for the program.

Resolutions

A motion was made by Commissioner Aguila and seconded by Commissioner Correa to approve the EHA annual audit for the previous fiscal year. The motion carried with all in favor.

A motion was made by Chairman Aspinwall and seconded by Commissioner Jones to approve the EHMS annual audit for the previous fiscal year. The motion carried with all in favor.

A motion was made by Commissioner Correa and seconded by Commissioner Aguila to approve the Westmoor Gardens annual audit for the previous fiscal year. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Commissioner Correa to approve the renewal of EHA's membership in the NJ PHA Joint Insurance Fund effective January 1, 2019 through December 31, 2021. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Commissioner Correa to approve the renewal of EHMS' membership in the NJ PHA Joint Insurance Fund effective January 1, 2019 through December 31, 2021. The motion carried with all in favor.

A motion was made by Chairman Aspinwall and seconded by Commissioner Jones to approve the renewal of Westmoor Gardens' membership in the NJ PHA Joint Insurance Fund effective January 1, 2019 through December 31, 2021. The motion carried with all in favor.

A motion was made by Commissioner Correa and seconded by Commissioner Jones to approve the EHA Commissioner Group Affidavit approving the Audit Review Certificate. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Commissioner Correa to approve a \$1,350 change order at the John Foti property to replace rotted joists in Apartment #2. The motion carried with all in favor.

A motion was made by Commissioner Aguila and seconded by Commissioner Correa to approve the award of four bathroom renovations at the John Foti property for \$30,740 (of which \$25,000 will be paid by CDBG) to FDG Universal. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Commissioner Correa to approve the bills and claims for the months of July, August and September. The motion carried with all in favor.

Adjournment

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

Respectfully submitted,

Domingo Senande
Executive Director