

Minutes of the April 15, 2024, Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:01PM by Chairwoman Glynn at the offices of Englewood Public Library. The Executive Director complied with the Open Public Meetings Act and stated that adequate notice of this meeting was publicly advertised, and 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:

Chairwoman Glynn	Present
Vice Chairwoman Cobb	Present
Commissioner Correa	Absent
Commissioner Gurfein	Present
Commissioner Lee, Jr.	Present
Commissioner Lemelle	Absent
Domingo Senande, Executive Director	Present
William Katchen, CPA	Absent
Terrence J. Corrison, Esq.	Present

Minutes

A motion was made by Vice Chairwoman Cobb and seconded by Commissioner Lee to approve the minutes of the March 25, 2024, Board Meeting. The motion carried with all in favor.

Executive Director's Report

- 111 West Street Construction
 - Construction is progressing on schedule.
 - Roof
 - Given the apartment renovations may require work to be performed on the roof (i.e. new roof vents and a new exhaust system), EHA will begin the main roof replacement in mid-September. The project should take 6 weeks. However, the roofing company will replace the roof on the administrative building in June in coordination with our general contractor.
 - Backyard
 - On for resolution is an \$8,500 service amendment so that LAN Associates may complete the redesign of the backyard. LAN is working with Paul Keyes Associates, a local landscape architect whose services were paid for by the

Taub Foundation. The cost of the reconstruction of the backyard will be paid for by a generous County CDBG award.

- Apartment Renovations
 - The architect is working on the bid documents based on the initial scope of the work.
 - However, the scope may change given so that EHA can bring the building up to code. For example, it was discovered that the gas lines are running in the same chase as the sewer and water lines which does not meet current code. It was also discovered that the exhaust system in the kitchen and bathroom are likely undersized.
 - EHA's goal, subject to the availability of funding, is to bring the entire building up to the current code.
- Reminders:
 - All Commissioners and the Executive Director must file the Financial Disclosure Form by the end of April or be subject to a financial penalty.
 - Commissioners can still complete a 45-minute online training through EHA's insurance carrier. EHA will receive a \$100 premium reduction for every Commissioner that takes the course (up to \$500).

Public Comments

There was no one from the public present to provide public comment.

Resolutions

A motion was made by Commissioner Lee, Jr. and seconded by Vice Chairwoman Cobb to approve a service amendment to LAN Associates contract in the amount of \$8,500 for the purpose of developing architectural drawings for the backyard of Tibbs. The motion carried with all in favor.

The resolution approving the bills and claims for the month of April was tabled so that the Board can be provided the voided checks on the bills and claims so it can be further reviewed.

New Business

- A discussion was held regarding the opening of the Section 8 wait list. EHA will notify the Board of Commissioners at least 2 weeks prior to the opening being advertised. The list will be opened for Englewood residents for 2 weeks (Tuesday through Monday).

Adjournment

A motion was made by Vice Chairwoman Cobb and seconded by Commissioner Lee Jr. to adjourn the meeting at 7:49PM. The motion carried with all in favor.

Respectfully submitted,

Domingo Senande
Executive Director