



Housing Authority of Bergen County
One Bergen County Plaza
Hackensack, New Jersey

MINUTES OF ZOOM VIRTUAL MEETING OF JANUARY 25, 2024

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF JANUARY 25, 2024 – A ZOOM VIRTUAL MEETING OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS.

PRESENT:

Chairman Daniel Ortega
Commissioner Son Ki Andy Min
Commissioner Joanne English Rollieson
Commissioner Danielle Peterson
Commissioner Harvey Sohmer

Lynn Bartlett, Executive Director
Michele Dilorgi, Deputy Director
Vincent Bufis, Director of Operations
Julia Orlando, Director of BCHHH
Shahin Rahvar, Director of Vouchers
Terrence Corriston, General Counsel
Joe D'Angelo, IT Support
Heather Wei, Commissioners Support
William Katchen, Fee Accountant

ABSENT:

Commissioner Peter Camini, Sr.

CALL TO ORDER

The meeting was called to order at 5:34pm. Executive Director, Lynn Bartlett, read the following statement:

Consistent with the Byron M. Baer Open Public Meetings Act: P.L.1975c231 - All meetings of public bodies shall be open to the public at all times. Notice of the virtual meeting schedule of the HABC Board of Commissioners setting forth the date, time and hyperlink information was posted by The Record on January 9, 2024. The same notice was posted on the Authority website and provided to the County Clerk for posting at the County Administration Building on January 17, 2024. The minutes of this regular meeting will be available following the next regularly scheduled meeting.

PLEDGE OF ALLEGIANCE

Chairman Ortega led all in the pledge of allegiance.

ROLL CALL

Upon roll call Commissioner Caminiti, Sr. was absent.

REORGANIZATION

Commissioner Ortega turned the meeting over to Director Bartlett (Terrence Corriston was not in attendance for this portion) for the re-organization and election of officers for the 2024 year.

Director Bartlett then requested nominations for Board Chairman for the term. Commissioner Sohmer nominated Daniel Ortega; the motion was seconded by Commissioner English Rollieson. No other nominations were forwarded, upon roll call the vote passed unanimously.

VOTE:

Caminiti, Sr. – ABSENT
English-Rollieson - YES
Min – YES
Ortega – YES
Peterson – YES
Sohmer – YES

Next, Director Bartlett asked for nominations for Vice-Chairman. Chairman Ortega nominated Peter Caminiti, Sr.; the motion was seconded by Commissioner Sohmer. No other nominations were proffered. Upon roll call the vote passed unanimously.

VOTE:

Caminiti, Sr. – ABSENT
English-Rollieson - YES
Min – YES
Ortega – YES
Peterson – YES
Sohmer – YES

Lastly, Director Bartlett asked for nominations for Treasurer. Chairman Ortega nominated Commissioner English-Rollieson, seconded by Commissioner Sohmer. No other nominations were made. Upon roll call the vote passed unanimously.

VOTE:

Caminiti, Sr. – ABSENT
English-Rollieson - YES
Min – YES
Ortega – YES
Peterson – YES
Sohmer – YES

The next order of business to follow addressed the appointment of Commissioner members to serve as Trustees on the Board of the Housing Development Corporation of Bergen County (HDC) and on sub-committees of the HABC.

The following appointments were made:

1. HABC Commissioners to serve a one-year term as a Trustee on the Board of the HDC:
Caminiti, Sr., Ortega, Sohmer

VOTE:

Caminiti, Sr. – ABSENT
English-Rollieson - YES
Min – YES

Ortega – YES
Peterson – YES
Sohmer – YES

2. HABC Commissioners appointed to the Personnel Committee of the HABC: Caminiti, Sr., and Ortega

VOTE:
Caminiti, Sr. – ABSENT
English-Rollieson - YES
Min – YES
Ortega – YES
Peterson – YES
Sohmer – YES

MINUTES

Chairman asked for a motion to approve the regular meeting minutes of the December 19, 2023, meeting of the HABC Board of Commissioners. Motion was made by Commissioner Sohmer and seconded by Commissioner English Rollieson upon roll call the motion carried unanimously by all Commissioners present.

VOTE:
Caminiti, Sr. – ABSENT
English-Rollieson - YES
Min – YES
Ortega – YES
Peterson – YES
Sohmer – YES

EXECUTIVE DIRECTOR REPORT

Director Bartlett pointed out that Christ Church's resignation is effective March 1st. Will be working over the next couple weeks with Staff to determine the transition process.

Director Bartlett also announced after 14 years with the HABC, Julia Orlando has resigned as Director of the Bergen County Housing, Health, and Human Services Center. Her last day will be February 16th. Julia Orlando thanked the Board for their support over the years and while grateful for all her experiences, is excited for a new chapter.

Finally, Director Bartlett introduced the Fee Accountant, William Katchen to present the Budget for FY 2024-2025. Mr. Katchen thanked the HABC staff for providing all the necessary documents required, in a timely manner, to create the budget. He explained Budget provides, for all programs, a revenue of \$72,845,882.00 and expenditures of \$72,346,162.00. Additionally, the budget provides an aggressive capital of \$1,125,370.00 to be funded by CDBG and reserves for repairs and replacements.

Per HUD, regulation contributions is expected to increase by 2.5%, not including the income limit with an annual allocation of \$245,430.00.

The State of NJ will first review the analysis of unrestricted surplus. It is projected at the end of this fiscal year that the Public Housing, which converted to the RAD program, will have a surplus of \$3.2M and the

Housing Choice Voucher program a surplus of \$5.6M. In final, Mr Katchen stated it is a healthy budget and should continue to grow.

As there were no comments or questions, nothing further was added or discussed.

ATTORNEY REPORT

Terrence Corriston reported that tenant issues and personnel issues are being addressed but nothing to report on further.

CONSENT AGENDA

Chairman Ortega asked for a motion to approve the consent. Motion was made by Commissioner Hernandez and seconded by Commissioner Caminiti, Sr.

A. Resolution 2024-01

Resolution appointing 3 HABC Commissioners to serve as members of the Housing Development Corporation of Bergen County (HDC) Board of Trustees.

B. Resolution 2024-02

Resolution appointing 2 HABC Commissioners to serve as members of the HABC/HDC Personnel Committee.

C. Resolution 2024-03

Resolution approving the routine expenditures for the HABC for the period of 12/19/23 - 01/19/24.

D. Resolution 2024-04

Resolution approving the Cash Management Plan for FY 2024-2025.

E. Resolution 2024-05

Resolution approving the Annual Capital Budget of the HABC for the FY 2024-2025.

F. Resolution 2024-06

Resolution approving the HUD Budget submission for FY 2024-2025.

G. Resolution 2024-07

Resolution approving a contract with Caravella Demolition for change orders in connection with the demolition of 155 Hudson Street, 3-7 Jackson Avenue, and 18 Lodi Street, Hackensack.

H. Resolution 2024-08

Resolution approving a contract with North Jersey Friendship House for vocational services at BCHHH.

I. Resolution 2024-09

Resolution approving a contract with CarePlus NJ for laundry services at BCHHH.

J. Resolution 2024-10

Resolution approving the write-off of uncollected rents.

VOTE:

Caminiti, Sr. – YES

English-Rollieson - ABSENT

Hernandez – YES
Ortega – YES
Peterson – YES
Sohmer – ABSENT

PUBLIC COMMENTS

As there were no members of the public in attendance, a motion to open the meeting to the public was not necessary.

Seeing no further business to discuss Commissioner Sohmer motioned and Commissioner Ortega seconded to adjourn the meeting at 5:56 pm which was unanimously approved by all Commissioners present.

Prepared by: Heather Wei