



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

MINUTES OF ZOOM VIRTUAL MEETING OF NOVEMBER 21, 2023

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF NOVEMBER 21, 2023 – A ZOOM VIRUTAL MEETING OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS

PRESENT:

Chairman Daniel Ortega

Commissioner Peter Caminiti, Sr.

Commissioner Joanne English Rollieson

Commissioner Danielle Peterson

Commissioner Harvey Sohmer

Lynn Bartlett, Executive Director

Michele Dilorgi, Deputy Director

Vincent Bufis, Director of Operations

Terrence Corrison, General Counsel

Heather Wei, Commissioners Support

ABSENT:

Commissioner Son Ki “Andy” Min

CALL TO ORDER

The meeting was called to order at 5:35pm. 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 17, 2023. 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, 2023. The minutes of this regular meeting will be available following the next regularly scheduled meeting.

PLEDGE OF ALLEGIANCE

Director Bartlett led all in the pledge of allegiance.

ROLL CALL

Upon roll call Commissioner Min was absent.

MINUTES

Director Bartlett asked for a motion to approve the regular meeting minutes of the October 26, 2023, meeting of the HABC Board of Commissioners. A motion was made by Commissioner Caminiti, Sr. and seconded by Chairman Peterson upon roll call the motion carried unanimously by all Commissioners present.

VOTE:

Caminiti, Sr. – YES

English-Rollieson - YES

Min – ABSENT

Ortega – YES

Peterson – YES

Sohmer – YES

EXECUTIVE DIRECTOR REPORT

Director Bartlett introduced Jason Blumenstock from Novogradac to present the Audit report. He reported that the Authority received an unmodified opinion, which is the highest level of assurance that can be given by an Auditor.

Mr. Blumenstock reported that they also conduct an independent audit control based on performance under government auditing standards. They do not issue an opinion, but they do run tests and document the findings. Mainly they ensure policy and procedures are in place. They look to see if bills/vendors are being paid in a timely manner. That tenant rents were deposited timely and that employees are being paid on time. They also review the authority's procurement policies. No audit findings or exceptions were found. The Authority is in compliance with all material respects.

For the Authority to come out with no findings is a great success.

Director Bartlett reported that the demolition permit for the Hackensack property should be provided before next month's meeting.

Additionally, she reported that there was an added resolution regarding changes to the organizational chart. The changes mostly involve the Housing Health and Human Services Center and the Purchasing Department. The purposes of these changes are to improve hiring and create longevity. As well as ladder for growth and opportunity.

Lastly, Director Bartlett asked the Board to think about and consider how they would like to run the 2024 Board meetings. Would they like to keep them virtual, back to in-person or a mixture of both.

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

PUBLIC COMMENTS

A motion to open the meeting to the public was made by Chairman Caminiti, Sr. and seconded by Commissioner Sohmer.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Min

Members of the public, Zoom identified them as Rina Soffer and Elvia Asencio, did attend the meeting, however, they did not address the Board.

A motion to close the meeting to the public was made by Chairman Caminiti, Sr. and seconded by Commissioner Peterson.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Min

CONSENT AGENDA

Director Bartlett asked for a motion to approve the Consent Agenda. Motion was made by Commissioner Caminiti, Sr. and seconded by Commissioner English Rollieson.

- A. **Resolution 2023-56**
Resolution approving the routine expenditures for the HABC for the period of 10/20/23-11/16/23.
- B. **Resolution 2023-57**
Resolution authorizing Change Order #2 with Matina & Sons to provide additional services related to the parking lot expansion and Desimone Court, Ramsey.
- C. **Resolution 2023-58**
Resolution authorizing consultants to be placed on the list of Qualified Consultants for Professional Services.
- D. **Resolution 2023-59**
Resolution authorizing a contract with Jason Mazzer Plumbing & Heating for the provision of routine plumbing maintenance service & repairs, on an as needed basis.
- E. **Resolution 2023-60**
Resolution authorizing a contract with TSUJ Corp for the provision of routine electrical maintenance service & repairs, on an as needed basis.
- F. **Resolution 2023-61**
Resolution authorizing utilization of excess net unrestricted position to fund HCV program shortfall.
- G. **Resolution 2023-62**
Resolution approving updates and changes to the Organizational Chart.

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

ATTORNEY REPORT

Terrence Corriston stated he would report during the Executive Session.

EXECUTIVE SESSSION

A motion to enter Executive Session to discuss a personnel matter involving litigation was made at 5:59 P.M. by Commissioner Caminiti, Sr. and seconded by Commissioner Sohmer.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Min

A motion to open to the public was made at 6:05 P.M. by Commissioner Caminiti, Sr. and seconded by Commissioner English Rollieson.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Min

Seeing no further business to discuss Commissioner English Rollieson motioned and Commissioner Caminiti, Sr. seconded to adjourn the meeting at 6:06 pm which was unanimously approved by all Commissioners present.

Prepared by: Heather Wei