

**HOUSING AUTHORITY OF BERGEN COUNTY
25 ROCKWOOD PLACE, SUITE 205
ENGLEWOOD, NEW JERSEY**

MINUTES OF THE MEETING OF FEBRUARY 16, 2010

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A CONDENSED VERSION OF WHAT TRANSPIRED AT THE REGULAR MEETING OF FEBRUARY 16, 2010.

PRESENT: Commissioner Joseph Rutch, Chairman
Commissioner Junior Hernandez, Treasurer
Commissioner Daniel Ortega
Commissioner James Rotundo
David F. Sivella, Executive Director
Donald A. Caminiti, Esq., Counsel
Domingo Senande Deputy Director
Stephanie Sutera, Deputy Director
Esther Gatria, Executive Administrative Assistant
Carmen Medina, Receptionist

ABSENT: Commissioner Kay Nest, Vice Chairman
Commissioner Shirley Finn
Commissioner Andrew Rudman

NOTICE OF MEETING

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 regular meeting was provided to The Record and the Jersey Journal on January 8, 2010, and was provided to the County Clerk for posting at the County Administration Building, at which time the date, time and place were set forth. The minutes of the regular meeting will be available following the next regularly scheduled meeting.

Chairman Rutch called the meeting to order at 5:21p.m.

REORGANIZATION

Commissioner Hernandez moved on a motion re-nominating Commissioner Joseph Rutch as Chairman, the motion was seconded by Commissioner Ortega.

VOTE: AYES: All Present Commissioners (4)
ABSENT: Commissioners Nest, Finn and Rudman (3)

Commissioner Rotundo moved that the current slate of officers be re-elected, the motion was seconded by Commissioner Hernandez. The slate consists of

the following: Commissioner Kay Nest as Vice Chair and Commissioner Hernandez as Treasurer.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Nest, Finn and Rudman (3)

COMMITTEE APPOINTMENTS

Chairman Rutch made the following appointments:

Personnel Committee: Commissioners Hernandez, Ortega and Rotundo
Insurance Committee: Commissioners Hernandez, Nest and Rudman

The appointments to the Procurement Committee were held, pending the selection of a new Tenant Commissioner.

HOUSING DEVELOPMENT CORPORATION BOARD

Chairman Rutch appointed the following Commissioners as Trustees of the Housing Development Corporation Board: Commissioners Hernandez, Rudman and Rotundo.

APPROVAL OF MINUTES

On motion by Commissioner Rotundo, seconded by Commissioner Ortega, the minutes of the meeting of January 19, 2010, were approved.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Nest, Finn and Rudman (3)

DIRECTORS REPORT

Mr. Sivella reported on the following subjects:

HABC Main Office Space: Mr. Sivella stated that the HABC currently has surplus space at its current headquarters and the rent is approximately \$500,000/year for about 16,000 sq. ft. Due to the economic conditions, the possibility of subleasing part of the office is being explored. In addition, he is looking into distributing some staff among HABC owned properties with empty office space, possibly having two offices, one at the North of the County and the other in the South. The main objective is to reduce the staff at the main office to approximately half the size, therefore making it much more cost effective to move when the current lease expires. He projects the future office space need will be reduced to about 8,000 -- 10,000 sq. ft.

Riverside Ave. Building (Lyndhurst): Mr. Sivella stated that awarding the project based vouchers for the Riverside Project will be tabled for the next board meeting, pending the finalization of the lease agreement between the landlord and the non profits involved.

Project-Based Section 8 Vouchers: Mr. Sivella reported the letter for the HABC project based vouchers was received on February 12th, 2010; the award amount was \$38m. Based on current spending, the HABC voucher program is stable. Based in that, Mr. Sivella suggested that the Board consider partnering with towns and developers as an incentive to build or remediate current housing that serves the mission of the HABC.

RIM Review: Mr. Sivella reported that the RIM Review is scheduled for April 6.

HABC Employee Health Insurance: Mr. Sivella reported that the HABC would benefit greatly from switching from its current plan to the NJ State Health Benefits Program (NJSHBP). Not only does that plan offer an option very similar to the current plan, in addition to three more insurance options, but it comes at an annual saving of \$365,000 for the HABC over what Horizon Blue Cross Blue Shield demanded for the same coverage period. He requested the commissioners to make a motion in support of the HABC joining the NJSHBP, effective May 1st, 2010.

Commissioner Rotundo made a motion in support of the HABC switching to the NJSHBP and adding the item to the consent agenda, Commissioner Ortega seconded the motion.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Nest, Finn and Rudman (3)

Snow Removal: Mr. Sivella reported that using the current maintenance staff for snow removal was going well.

ATTORNEY'S REPORT

Mr. Caminiti did not have anything to report.

PUBLIC COMMENTS

A motion to open the meeting to the public was made by Commissioner Rotundo and seconded by Commissioner Hernandez.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Nest, Finn and Rudman (3)

There were no public comments.

CONSENT AGENDA

Commissioner Rotundo requested that Resolution 2010-23 be pulled from the consent agenda due to a conflict of interest.

A motion to approve the consent agenda as amended was made by

Commissioner Ortega and seconded by Commissioner Hernandez.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Nest, Finn and Rudman (3)

In reference to Resolutions 2010-20 and 2010-21, Commissioner Hernandez inquired as to the criteria used in determining when to replace a range or a refrigerator. Mr. Sivella responded that when the appliance is no longer viable or when the cost to repair exceeds the cost to replace. He also added that the kitchen renovations were necessary, the money used for the renovation were ARRA funds and due diligence was done to ensure the HABC was complying with the "Buy American Act." Commissioner Hernandez then inquired if the HABC had knowledge of any specific employment created by these funds. Mr. Sivella was not aware if the contractor awarded the project had hired any new employees for this project. Chairman Rutch added that part of the objective of these funds was also to save current jobs. Commissioner Hernandez stated that the HABC should be aware as to how the money is being used by the contractor, whether it is maintaining or creating jobs. Chairman Rutch explained that there was a formula devised to determine the number of full time jobs created and/or retained due to the ARRA funds. Commissioner Hernandez stressed the importance of obtaining this information and added that he would be forwarding documentation in reference to this issue to Deputy Director Domingo Senande.

Commissioner Rotundo moved that the meeting be adjourned. Commissioner Ortega seconded the motion.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Nest, Finn and Rudman (3)

Meeting adjourned at 5:44 p.m.

Minutes prepared by Esther Gatria