

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2347

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE, upon the recommendation and approval of the Executive Director, that the following claims on current bills, list attached, amounting to \$ 21,019.09 is hereby approved.

INTRODUCED BY:

Sherry Bauer

SECONDED BY:

Dolores Steinberg

DATED: September 7, 2022

**F.L.A.S.H./F.L.H.A. BILLS FOR JULY AND AUGUST 2022**

\$ 1,934.29	P.S.E. & G. – Invoice for July 2022/HJHH
361.39	P.S.E. & G. – Invoice for July 2022/Office
1,458.71	Suez Water NJ - Inv. for 07/01/22 to 7/30/2022
1,859.35	Suez Water NJ – Inv. for 08/01/22 to 8/30/22
144.70	P.S.E. & G. – Street Lighting for June 2022
142.21	P.S.E. & G. – Street Lighting for July 2022
1,940.01	P.S.E. & G. – Invoice for June 2022/HJHH
385.98	P.S.E. & G. – Invoice for July 2022/Office
241.70	Home Depot – Inv. for June 2022
650.28	Home Depot – Inv. for July 2022
187.19	State Chemical Solutions – Maintenance Supplies
336.74	Direct Supplies – Maintenance Supplies

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\$ 9,642.55 Total

**PROJECT BILLS FOR JULY AND AUGUST 2022**

NONE

SECTION 8 BILLS FOR JULY AND AUGUST 2022

\$ 99.57	Ready Refresh – Inv. for June/July 2022
535.75	Verizon FIOS- Services 6/10/22 to 7/9/22
535.77	Verizon FIOS- Services 7/10/22 to 8/9/22
168.68	Staples Business Advantage – Office Supplies for June/July 2022
650.03	Staples Business Advantage – Ink Toners Cartridges and Paper
38.39	NTN-Philadelphia – Criminal Checks/Invs. for June & July 202
53.69	Fusion – Inv. for June 2022 (Fax Machine)
25.00	New Jersey State League of Municipalities – Subscription 2022/23
769.00	AS Consulting – Managed Services, Disaster Backup & E-Mail Backups per HUD Regulations –June 2022
769.00	AS Consulting – Managed Services & Disaster Backup & E-Mail Backups per HUD Regulations– July 2022
1,050.00	AS Consulting – Reimbursement for Cost of Six Microsoft Licenses
1,800.00	U.S. Postal Service – Postage for Mail Machine
37.93	Federal Express – Delivery Polcari & Co. - Auditor
388.93	Atlantic Tomorrows Office – Color Copies 4/1/2022 to 6/30/22
94.56	Verizon – Services for 6/30/21 to 7/28/21 & 7/29/21 to 8/24/21
395.64	Verizon Wireless – Services 5/3/22 to 6/3/22 Office & HQS Inspector
404.38	Verizon Wireless – Services 6/3/22 to 7/3/22 Office & HQS Inspector
393.56	Verizon Wireless - Services 7/4/22 to 8/3/22 Office & HQS Inspector
535.83	Verizon FIOS – Services for August 2022
90.50	No. Jersey Media – Legal Notice re: HVAC Bids
52.90	No. Jersey Media – Legal Notice re: FSS Action Plan & Meeting

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\$ 8,889.11 TOTAL

PROJECT BILL FOR SEPTEMBER, 2022

NONE

**SECTION 8 BILLS FOR SEPTEMBER, 2022**

\$ 521.94 Staples – Office Supplies  
41.58 NTN Philadelphia – Criminal and Legal Checks/Aug 2022  
818.00 AS Consulting – Computer Managed Services  
Back-up Services and e-mail backup  
78.45 Ready Refresh – Services for August 2022  
78.10 No. Jersey Media – Legal Notice Bids Fire Standpipe System

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\$1,538.07 TOTAL

**F.L.A.S.H./F.L.H.A. BILLS FOR SEPTEMBER, 2022**

\$ 600.00 United Federated System- Semi-Annual Fire Alarm Inspection  
84.00 United Federated System- Quarterly Inv. for Fire Alarm Monitoring  
10/01/22 to 12/31/2022  
265.36 Direct Supplies – USI Combo Smoke/Fire/Co Alarms (4)

\$ 949.36 TOTAL

**NO OTHER BILLS FOR SEPTEMBER RECEIVED AS OF TODAY'S DATE (August 31, 2022)**

**HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE**

**RESOLUTION NO. 2348**

**RESOLUTION FOR RENEWAL OF MEMBERSHIP IN NEW JERSEY PUBLIC HOUSING AUTHORITY**

**JOINT INSURANCE FUND (J.I.F.)**

**WHEREAS, FORT LEE HOUSING AUTHORITY** is a member of the New Jersey Public Housing Joint Insurance Fund; and

**WHEREAS,** said renewed membership terminates as of December 31, 2022, unless earlier renewed by agreement between the Authority and the Fund; and

**WHEREAS,** the Authority desires to renew said membership;

**NOW THEREFORE, BE IT RESOLVED as follows:**

1. The **FORT LEE HOUSING AUTHORITY** agrees to renew its Membership in the New Jersey Public Housing Authority Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The **Chairperson/Executive Director** shall be and hereby is authorized to execute the Agreement to Renew Membership annexed hereto and made a part hereof and to deliver same to the New Jersey Public Housing Authority Joint Insurance Fund evidencing the Authority's intention to renew its membership.

This Resolution agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2022 by a vote of  
\_\_\_\_\_ Affirmative \_\_\_\_\_ Negative

\_\_\_\_\_  
TERRENCE J. CORRISTON  
Executive Director

Attest: \_\_\_\_\_  
PEGGY MC QUADE  
Deputy Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
NEW JERSEY PUBLIC HOUSING AUTHORITY  
JOINT INSURANCE FUND

OFFERED BY: *Sherry Bauer*

SECONDED BY: *Dolores Steinberg*

DATED: September 7, 2022

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2849

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE REJECTING THE BIDS FOR FIRE STANDPIPE & SPRINKLER REHABILITATION AT THE HARRY J. HOLTJE HOUSE AND AUTHORIZING THE EXECUTIVE DIRECTOR TO REBID THE WORK.**

**WHEREAS**, the Fort Lee Housing Authority (the "Authority") previously solicited bids for Fire Standpipe & Sprinkler Systems Rehabilitation at the Harry J. Holtje House which bids were publicly opened on August 30, 2022; and

**WHEREAS**, the Authority received two (2) bids for the work, each of which exceeded the cost estimate which was prepared prior to soliciting the request for the bids; and

**WHEREAS**, it is in the best interest of the Authority to reject all bids and to rebid the work.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the Borough of Fort Lee hereby rejects the bids for Fire Standpipe & Sprinkler Systems Rehabilitation which were opened on August 30, 2022 for exceeding the independent cost estimate; and

**BE IT FURTHER RESOLVED**, that the Executive Director is authorized to reissue bids for the aforesaid work forthwith.

Introduced by: Sherry Bauer

Seconded by: Dolores Steinberg

Dated: September 7, 2022

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2850

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE ADOPTING A REVISED ACTION PLAN FOR THE FAMILY SELF SUFFICIENCY (FSS) PROGRAM**

**WHEREAS**, in accordance with regulations issued by the U.S. Department of Housing and Urban Development ("HUD"), the Fort Lee Housing Authority (the Authority) is required to revise its Action Plan for the Family Self Sufficiency (FSS) program (hereinafter referred to as the "Plan") to comply with new regulations and to establish local policies with respect to the program; and

**WHEREAS**, the Authority prepared a new Plan in accordance with HUD regulations in the form attached hereto as Exhibit A; and

**WHEREAS**, the proposed Plan was reviewed and approved by the Resident Advisory Board at a meeting on September 1, 2022; and

**WHEREAS**, as the Plan is a supporting document to the PHA Plan, in accordance with applicable regulations, the revised plan has been made available for public review and written comments at the administrative offices and on the Authority's website and a public hearing was advertised and held on August 17, 2022 at the Authority's offices; and

**WHEREAS**, written comments may be submitted through September 15, 2022 however to date, no written comments have been submitted and there were no attendees at the public hearing.

**NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE** that provided no written comments are received from the public by September 15, 2022 (the last date for submission of comments), the Plan prepared by the Authority and attached hereto as Exhibit A is approved; and

**BE IT FURTHER RESOLVED** that in the event any written comments are received prior to September 15, 2022 such comments relayed to the Board and considered prior to submission of the final Plan to HUD; and

**BE IT FURTHER RESOLVED** if no comments are received by September 15, 2022 the Plan may be submitted thereafter as the approved Plan.



INTRODUCED BY: Sherry Bauer

SECONDED BY: Dolores Steinberg

DATED: September 7, 2022

**HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE**

**RESOLUTION NO. 2851**

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE AUTHORIZING THE SUBMISSION OF A FUNDING APPLICATION TO H.U.D. FOR THE HOUSING CHOICE VOUCHER FAMILY SELF-SUFFICIENCY PROGRAM COORDINATOR FOR THE PERIOD JANUARY 1, 2023 TO DECEMBER 31, 2023.**

**WHEREAS, HUD has requested that all renewal funding applications for the year 2022 must be electronically submitted on HUD forms in lieu of letter form prior to the deadline date in order to be considered for funding renewal; and**

**WHEREAS, the funding for the past TWENTY-ONE ( 21 ) years has been allocated by HUD to continue to operate the successful Family Self-Sufficiency (FSS) Program operated by the Fort Lee Housing Authority; and**

**WHEREAS, the FSS Program continues to be successful in recruiting additional participants, offering important support systems, graduating participants from required courses, assisting households to become self-sufficient and to become first time homebuyers; and**

**WHEREAS, the Housing Authority has requested funding for a FSS Coordinator in the amount of \$ 55,000.00 which includes annual income, benefits and matching payroll deductions.**

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE, as follows:

1. Authorizing the submission of the completed FSS Coordinator funding application in the amount of \$ 55,000.00 for the period January 1, 2023, to December 31, 2023, by electronic submission.
2. That this Resolution shall take effect immediately.

INTRODUCED BY:

Sherry Bauer

SECONDED BY:

Dolores Steinberg

DATED: September 7, 2022