

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

MINUTES OF REGULAR MEETING

JUNE 7, 2023

1. **MEETING** called to order at 6:00 PM by Chairperson, Charles Blue.
2. Pursuant to the Open Public Meetings Act adequate notice of this meeting has been provided in the following manner.

On December 14, 2022, a schedule of the regular meetings for the year 2023, setting forth the date, time and location of this meeting was posted On the Housing Authority's officially designated public bulletin board at 309 Main Street, Fort Lee, New Jersey, and mailed to The Record, The Jersey Journal and the Clerk of the Borough of Fort Lee.

The Secretary is hereby directed to enter into the Minutes of this Meeting this public announcement.

3. ROLL CALL:

PRESENT: Commissioners C. Blue, S. Bauer, J. Blau,
E. O'Neill, R. Sohmer, D. Steinberg and A. Yook

ABSENT: NONE

MINUTES:

Motion made by S. Bauer, seconded by J. Blau to dispense with the reading of the Minutes for Regular Meeting of May 3, 2023, and to approve the Minutes as written above.

Ayes: C. Blue, S. Bauer, J. Blau,
D. Steinberg and A. Yook
Nays: None
Abstain: E. O'Neill and R. Sohmer
Absent: None

5. EXECUTIVE DIRECTOR'S REPORT:

- a. **SEMAP.** We have received our score from HUD on our SEMAP Assessment Report for the year 2022. SEMAP stands Section 8 Management Assessment Program (SEMAP). This is a self-assessment done by the Housing Authority. It inquires about your Waiting List, Inspection Results, Calculations regarding Rent Amounts, etc. We have received a score of 97 which makes us a high-performer. There is one Indicator, #15, which we do not receive any points for. It has to do with Deconcentration which is not necessary here in Fort Lee. We have been a high-performing Housing Authority for quite a number of years now.
- b. **FSS.** Attached is a letter from a Family Self-Sufficiency (FSS) Tenant who has completed the program and is asking for the release of her escrow account. She expresses her thanks for the program and the opportunities it will give her. Just as a note this tenant accumulated approximately \$ 40,000.00 in escrow while on the program. Her income has increased tremendously and she is now ready to be on her own. This program's incentive is that the higher your portion

of rent goes (from earned income) starting with your rent amount at the time you sign your contract, the Housing Authority will then save the difference between your initial rent and your current rent in an escrow account. When you complete the program and accomplished your goals on your contract you can then request your escrow be released.

This program also allows you to ask for funds during your contract term for things that will allow you to complete your goals, i.e. schooling, car, etc. There are limited Housing Authorities that have this program but we have been very successful. We have had at least 30 families reach the goal of purchasing a home and we continue to recruit families all the time.

- c. **Landscaping.** As you see we have a new Resolution for termination of our landscaping contract with LSI Services and awarding a contract with Bill's Landscaping Design, Inc. The story is that we found out that LSI Services are no longer in business. The contact he had there, Dardan Bilali, is no longer working there, He and the boss had a disagreement and the company has gone out of business. We have gone with Bill's Landscaping Design, Inc., who was the second low bidder. We spoke to them advising of the situation and asking if they would honor the bid they submitted and they agreed to stand by it.

d. **RESOLUTIONS:**

1. Bills;
2. Authorizing the Executive Director to renew The Shared Services Agreement for the provision Of Administrative Services to the Fort Lee Rent Leveling Board;
3. Awarding a new Contract to SLADE INDUSTRIES, INC. for elevator maintenance for an additional two-year contract in the amount of \$ 4,680.00 per year or \$ 390.00 per month; and
4. Terminating the Contract with LSI Services LLC for Landscaping and Ground Maintenance and Awarding a Contract to Bill's Landscaping Design.

Our next Board Meeting will be in September as we usually don't meet in July or August unless it is necessary to call a Special Meeting and I will let you know if anything comes up to require a meeting.

Have a great summer. See you back in September.

6. OLD BUSINESS

NONE

7. NEW BUSINESS

A. **MOTION** made by S. Bauer, seconded by D. Steinberg, to approve the following Resolutions by Consent Agenda.

1. Resolution No. 2379 approving payment of the attached list of bills. Resolution annexed hereto.
2. Resolution No. 2380 authorizing the Executive Director to renew the Shared Services Agreement for the provision of Administrative Services to the Fort Lee Rent Leveling Board between the Borough of Fort Lee and the Fort Lee Housing Authority. Resolution annexed hereto.
3. Resolution No. 2381 authorizing the award of a two-year contract with option to renew for one additional two-year period or two additional one-year periods, to SLADE INDUSTRIES, INC., for maintenance of the passenger elevator at the Harry J. Holtje House Senior Building in the amount of \$ 4,630.00 per year or \$ 390.00 per month, commencing June 18, 2023. Resolution annexed hereto.
4. Resolution No. 2382 terminating the contract with LSI Services LLC for Landscaping and Ground Maintenance and Awarding a contract with Bill's Landscaping Design, Inc. Resolution annexed hereto.

AYES: C. Blue, S. Bauer, J. Blau, E. O'Neill,
R. Sohmer, D. Steinberg and A. Yook
NAYS: None
ABSTAIN: None
ABSENT: None

8. **OPEN DISCUSSION: NONE**

9. **ADJOURNMENT:**

MOTION made by J. Blau seconded C. Blue to adjourn the meeting at 6:40 p.m.

AYES: C. Blue, S. Bauer, J. Blau, E. O'Neill,
R. Sohmer D. Steinberg and A. Yook
NAYS: None
ABSTAIN: None
ABSENT: None

Respectfully submitted,

Terrence J. Corrison
Executive Director