

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

**MINUTES OF REGULAR MEETING**

**MARCH 1, 2023**

- 1. MEETING** called to order at 6:00 PM by Chairperson, C. Blue, at the offices of the Housing Authority, 1403 Teresa Drive, Fort Lee, New Jersey.
- 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 remaining 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, E. O'Neill,  
R. Sohmer, D. Steinberg and A. Yook

**ABSENT:** J. Blau

**4. MINUTES:**

Motion made by S. Bauer, seconded by D. Steinberg, to dispense with the reading of the Minutes for Regular Meeting of February 1, 2023, and to approve the Minutes as written:

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

**5. DIRECTOR'S REPORT:**

- A. I spoke to the Bergen County Community Development Director, regarding our fire Pump Project, for which we received a \$ 60,000.00 Grant, from Community Development, regarding our completion of the Project. I advised him that we would not be completed by the required date of April 7<sup>th</sup>, 2023 as the pump, which was due to be received in February, is now not available until June. In our conversation we decided to switch our current Grant of \$ 61,000.00 for our security camera system and our trash compactor projects to be completed by April 7<sup>th</sup>. John Donovan, Project Manager, prepared RFPs for these projects and they were published in the Record newspaper on February 28<sup>th</sup>, with a return date of March 10<sup>th</sup>. I do not want to lose either Grant, so we are rushing to receive bids and award a contract as fast as possible. This work is required to be completed by April 7, 2023.
- B. We continue to check on the Fire Pump which is still scheduled for June delivery. In switching projects this now gives up time to complete the fire pump project.
- C. We will need a Special Meeting for the awarding of the bids so I would like to propose a zoom meeting on Tuesday, March 14<sup>th</sup>, at 6:00 p.m., if that's acceptable to everyone. Also, I was advised that the meeting for April falls on the first day of Passover so I would like to move the meeting to Tuesday, April 4<sup>th</sup>, 2023. Both new dates were agreed to by the Commissioners who were present. Mr. Blau will be notified of the new dates.

**D. RESOLUTIONS:**

- A. Payment of Bills; and
- B. Approving the submittal of our SEMAP Report.  
SEMAP stands for Section 8 Management Assessment Program. It is a self-certified tool which allows HUD to see how we are doing on rent reasonableness, inspection performance; administration of the vouchers, etc. We are rated and given a score on our performance. We have maintained a "high performer" status for a number of years.

We will be meeting next month on Tuesday, April 4<sup>th</sup>, 2023, at 6:00 p.m. as we agreed tonight. See you all then. Have a great month.

**6. OLD BUSINESS**

**None**

**7. NEW BUSINESS:**

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

i. Resolution # 2372 to approve payment of the attached list of bills. Resolution annexed hereto.

ii. Resolution # 2373 authorizing the Executive Director to submit the Section 8 Management Assessment Program (SEMAP) to HUD for the Fiscal Year 2022. Resolution annexed hereto.

**AYES:** C. Blue, S. Bauer, E O'Neill, R, Sohmer,  
D. Steinberg and A. Yook

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** J. Blau

8. **OPEN DISCUSSION.** None

9. **ADJOURNMENT.**

**Motion** made by C. Blue, seconded by S. Bauer to adjourn the meeting at 6:35 p.m.

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

Respectfully submitted,

Terrence J. Corrison  
Executive Director