



Fort Lee Housing Authority

1403 Teresa Drive
Fort Lee, New Jersey 07024
Tel (201) 947-7400/7401
Fax (201) 947-9710

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

MINUTES OF SCHEDULED MEETING

FEBRUARY 5, 2025

1. **MEETING** called to order at 6:08 pm by Chair, Sherry Bauer, via a Hybrid Meeting on February 5, 2025.

2. Pursuant to the Open Public Meetings Act the Chair read the following statement:

Adequate notice of this meeting has been provided in the following manner:

On December 22nd, 2024, a notice of this meeting, 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, the authority's website and provided 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, S. Bauer, R. Sohmer, D. Steinberg, E. O'Neill, A. Yook, J. Blau,
C. Chung, Council Liaison- J. Cervieri

ABSENT:

4. **Reorganization:**

Ashley Yook and Jay Blau were reappointed by the Mayor and Council and were sworn in for a second term.

Nominations were made for the Chair for the upcoming term. Commissioner D. Steinberg nominated Commissioner Sherry Bauer for Chair and was seconded by Commissioner R. Sohmer. Motion was made to close nominations by Commissioner J. Blau and seconded by Commissioner R. Sohmer. All were in favor of appointing Commissioner Sherry Bauer as Chair.



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Nominations were made for Vice Chair for the upcoming term. Commissioner S. Bauer nominated Commissioner Dolores Steinberg for Vice Chair and was seconded by Commissioner R. Sohmer. A second nomination was made by Commissioner A. Yook for Commissioner Jay Blau. A motion was made to close nominations for vice chair by Commissioner R. Sohmer and seconded by Commissioner S. Bauer. Voting was recorded as follows:

Commissioners	Commissioner Dolores Steinberg	Commissioner Jay Blau
Sherry Bauer	X	
Roberta Sohmer	X	
Dolores Steinberg	X	
Elsie O'Neill	X	
Ashley Yook		X
Jay Blau		X
Chris Chung		X

Votes were counted and Commissioner Dolores Steinberg was announced to be Vice Chair.

5. Minutes:

Motion made by S. Bauer, seconded by J. Blau, to approve the Minutes of the meeting of January 6, 2025

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

6. Executive Director's Report:

Mr. Corrison advised the Board of the following:



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We had a scare when the Federal Government announced that they were freezing all funding for all programs. It was not clear as to whether this was going to impact the Section 8 program. We do get about \$700,000 in Federal Funding for our Section 8 vouchers. We do have a reserve, but it wouldn't have lasted very long. Fortunately, the freeze was lifted nearly as quickly as it was announced.

The Fire Standpipe is finally completed after many years. We are signed off, approved, inspected and running. We will be getting our final reimbursements for that.

I have issued an RFP for Risk Management. JIF has recommended for us to have a Risk Management Advisor in the event we have any claims, they would come in and help us file any paperwork needed. They advise on preventative measures to prevent any losses. It does cost very little, and JIF does reimburse us for the cost. We will have a resolution next month to award a contract for Risk Management.

We have a broken waste line pipe which was discovered when we had a back up in the sewer line in the office. It has been repaired temporarily, allowing for the facilities to be used.

The broken waste line pipe is located in the back of the building. The concrete walkway must be removed and there must be excavation for the waste line pipe to be replaced. We have obtained two separate quotes. By breaking down the work to be done in two parts, the excavation/pipe repair and the replacement of the concrete, we have obtained a cheaper quote.

Mr. Corrison reviewed the proposed Resolutions with the Board. Which includes the following:

- Resolution 2446- Bills for payment.
- Resolution 2447- the adoption adopting a Cash Management Plan for the Year 2025.
- Resolution 2448- indemnifying Commissioners and Employees consistent with N.J.S.A. 59:10-4.



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- Resolution 2449- designating the official newspaper of the Housing Authority of the Borough of Fort Lee for publication of Legal Notices.
- Resolution 2450- authorizing a policy respecting reimbursement of Authority Commissioners/ Employees for costs of defending against civil claims and criminal charges.
- Resolution 2451- authorizing the Executive Director to execute an agreement with the Bergen County Community Development for a Block Grant award in the sum of \$70,000 for improvement to the Holtje House Fire Alarm System.

7. RESOLUTIONS:

- a. A motion to adopt the following Resolutions by Consent was made by S. Bauer and seconded by D. Steinberg.
 - **2446-** Bills for payment
 - **2447-** Resolution by the Commissioners of the Housing Authority of the Borough of Fort Lee adopting a Cash Management Plan for the Year 2025.
 - **2448-** Resolution indemnifying Commissioners and Employees consistent with N.J.S.A. 59:10-4.
 - **2449-** Resolution designating the official newspaper of the Housing Authority of the Borough of Fort Lee for publication of Legal Notices.
 - **2450-** Resolution authorizing a policy respecting reimbursement of Authority Commissioners/ Employees for costs of defending against civil claims and criminal charges.
 - **2451-** Resolution of the Board of Commissioners of the Housing Authority of Fort Lee authorizing the Executive Director to execute an agreement with the Bergen County Community Development for a Block Grant award in the sum of \$70,000 for improvement to the Holtje House Fire Alarm System.

Roberta Sohmer asked for a status update on the issue that has been pending. Mr. Corriston advised that there really isn't any new information. The Prosecutor directed it to the Federal Government. Joseph Cervieri advised that these investigations take a long time. We are subject to the whims of the



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attorneys and there are changes in the administration that also disrupt the process. All we can do is follow up.

ADJOURNMENT:

Motion made by R. Sohmer was seconded by J. Blau to adjourn the meeting at 6:31 pm.

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

Respectfully submitted,

Terrence Corriston
Executive Director