



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

May 7, 2025

1. **MEETING** called to order at 6:01 pm by Chair, Sherry Bauer, via a Hybrid Meeting on May 7, 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 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, D. Steinberg, C. Chung, E. O'Neill, A. Yook,

ABSENT: R. Sohmer, J. Blau

ALSO PRESENT: Council Liaison Joseph Cervieri, Exec. Director Terrence Corriston,
and Sylvia Ruiz

This meeting was open to the public but no public members were present.

4. **Minutes:**

Motion made by Dolores Steinberg, seconded by Sherry Bauer, to approve the Minutes of the meeting of April 2, 2025.

Ayes: S. Bauer, D. Steinberg, C. Chung, E. O'Neill, A. Yook

Nays: None

Abstain: None

Absent: R. Sohmer, J. Blau



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5. Executive Director's Report:

Mr. Corriston advised the Board of the following:

We have issued letters to the 27 FSS participants who are owed funds. We have received 19 replies. We are verifying their identities with their drivers' licenses or passports and social security numbers. We will be issuing ACH payment to the accounts they are providing to us. We are trying to locate about a dozen other participants.

We have begun setting up PHA WEB to open our waiting list. The program will be doing the Lottery for us. We did get training from another Housing Authority which recently opened its waiting list and also had a lottery to select participants.

We have completed contracts for the CDBG work for Life Safety Project and the Roof Replacement for 8th St. We're waiting for the County to get back to us on setting up the kickoff meeting with the contractors.

We finally received the reimbursement payment from the County in the sum of \$9,300.00 for the handicapped doors that were installed at 1405.

We had the bid openings for painting occupied and unoccupied apartments. We had only one bidder with the rates as follows:

- Studio including paint \$4,200 occupied and \$3,900 unoccupied
- 1BR including paint \$5,600 occupied and \$5,200 unoccupied
- Studio without paint \$3,900 occupied and \$3,600 unoccupied
- 1BR without paint \$5,200 occupied and \$4,800 unoccupied

As the rates are excessive I recommend that we reject the bids.

We are having a visit tomorrow with GJEM, our Risk Management Team.

Anchor Pest Control are coming to 1403 next week for a site wide extermination.

We have HJHH inspections scheduled for May 15, 2025.

Regarding our vacancies, we have one Studio that just became available. We also have a 2 BR which is nearly finished. Carlos has been working very



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hard on rehabbing it. New Counter tops are going in and the floors are going to be replaced.

Our work orders are up to date. The bathroom rehab is completed in apt 1F. We have another that needs work, but the rehab of the 2 BR takes precedence.

Our voucher utilization is at 475 active including 9 recently issued and 9 absorbed.

We have 11 completed Inspections. We are up to date.

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

- **Resolution 2460** - Bills for payment
- **Resolution 2461** - Resolution by the Commissioners of the Housing Authority of the Borough of Fort Lee Rejecting the Bids for Painting of Occupied and Unoccupied Apartments.

We will be going out for Accounting RFPs next month.

6. RESOLUTIONS:

A motion to adopt the following Resolutions by Consent was made by D. Steinberg and seconded by S. Bauer.

- **2460-** Bills for payment.
- **2461-** Resolution by the Commissioners of the Housing Authority of the Borough of Fort Lee Rejecting the Bids for Painting of Occupied and Unoccupied Apartments.

Motion was made by Commissioner D. Steinberg and seconded by Commissioner S. Bauer to go into closed session.



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7. ADJOURNMENT:

Motion made by A. Yook, seconded by D. Steinberg to adjourn the meeting at 6:35 pm.

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

Respectfully submitted,

Terrence Corrison
Executive Director