

MINUTES OF A REGULAR MEETING OF THE COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE BOROUGH OF
HIGHLAND PARK



The Commissioners of the Housing Authority of the Borough of Highland Park met in a Regular Session in the Community Room of the S.J. Kronman Apartments located at 242 South Sixth Avenue, Highland Park, NJ at 6:30 PM on September 18, 2013, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Chairwoman Sedehi.

Kathy Blaha read a Notice of Compliance with the Open Public Meetings Act P.L. 1975, C.231 which provided that notice of this meeting of the Board of Commissioners of the Housing Authority of the Borough of Highland Park was provided in the following manner:

On February 27, 2013, a copy of this regular meeting setting forth the date, time and location of this meeting was posted on the Housing Authority's official designated bulletin board located at 242 South Sixth Avenue, Highland Park, NJ, sent to Borough Hall for posting and was faxed to the Home News Tribune and Star Ledger.

The flag was saluted.

Upon roll call, those present and absent were as follows:

PRESENT

ABSENT

Commissioners:

Commissioners:

Mary Barnes, Commissioner
Morgan Chen, Commissioner
Charlotte Quaintance, Commissioner
Evelyn Sedehi, Chairwoman
Amanda Thomas, Commissioner
Burton Weltman, Commissioner

Diane Reh, Commissioner

Council Liaison:
Susan Welkovits

Authority General Counsel:
Terrence Corriston, Esq., Breslin & Breslin

Administration:
Donna Brightman, Executive Director
Mike Yannuzzi, Maintenance Manager
Kathy Blaha, Housing Director

Other:
Bill Katchen, Accountant

Public Comment

MP stated that the toilet in the apartment above her overflowed resulting in water pouring down into her kitchen last summer. Four years ago a pipe broke in her bathroom. She suggested that we notify tenants to call in all water leaks and to have the HPHA emergency number readily available.

Karen Jackson, 3P, stated that the lawn doesn't look nice as it's all weeds and the flower beds are unattended.

Juan Ratliff stated that the Towing company closes at 5 PM; and, therefore, who will tow unauthorized cars? Also, the hedges need to be cut at the family site.

Dolores Van Lieu, apt. 4H, asked if non-residents can park in designated handicapped spots

Housing Manager Blaha responded, yes.

Communications

Chairwoman Sedehi discussed the by-law revisions that a committee consisting of her, Commissioner Weltman, and Commissioner Barnes worked on. Some of the changes are as follows:

- A majority of votes can amend the by-laws vs. a unanimous vote
- Omitted the second Vice-President position
- Changed the order of business
- Removed telephone voting meeting provision
- Expanded the mission statement
- Names two newspapers for advertisements
- Changed the meeting date to the second Wednesday of the month

The changes will be presented for a vote at the October meeting.

Chairwoman Sedehi thanked Councilwoman Susan Welkovits for her role in obtaining the certificate of insurance for the use of the "DARE building" as the Borough food pantry site.

Chairwoman Sedehi asked Executive Director Brightman about the SEMAP appeal.

Executive Director Brightman explained that it was a HAPPY software glitch and; hopefully, HUD will grant an appeal.

Chairwoman Sedehi asked for an explanation of the RAD program.

Commissioner Weltman asked several questions related to the financing and ownership of the buildings.

Executive Director Brightman and accountant, Bill Katchen, explained that if awarded this would change the way the Authority is funded. It would become Section 8 vouchers. This would allow the Authority to borrow money to do building improvements in partnership with a Developer. It was further stated that both the Board and tenants would be educated as to the process if the application progresses.

Chairman Sedehi asked about the Aquarius Capital report.

Accountant Katchen explained that the report states the Authority's liability for retirees.

No comments on the notices to staff and tenants.

A motion to approve the minutes of the meeting held on July 24, 2013 was made by Commissioner Barnes and seconded by Commissioner Chen.

ROLL CALL:	Barnes	Chen	Quaintance	Reh	Sedehi	Thomas	Weltman
AYES:	Barnes	Chen	Quaintance	Sedehi	Thomas	Weltman	
NAYS:	None						
Abstain:	None						
Absent:	Reh						

The Chair thereupon declared said motion approved.

RESOLUTIONS

a) Reso #2013-43 – HCV Payment Standards

Motion moved by Commissioner Weltman and seconded by Commissioner Barnes to adopt Resolution #2013-43.

Discussion

Housing Manager Blaha explained that the Section 8 payment standard must be between 90 to 110 percent of the FMR's.

ROLL CALL:	Barnes	Chen	Quaintance	Reh	Sedehi	Thomas	Weltman
AYES:	Barnes	Chen	Quaintance	Sedehi	Thomas	Weltman	
NAYS:	None						
Abstain:	None						
Absent:	Reh						

The Chair thereupon declared said motion approved.

b) Reso #2013-44 – Reso for JIF Renewal

Motion moved by Commissioner Weltman and seconded by Commissioner Chen to adopt Resolution #2013-44.

Discussion

Commissioner Weltman questioned the wording of "governing body."

Counsel Corrison explained that the resolution is in a format to cover both PHA's and municipal entities so they choose to use that terminology.

ROLL CALL: Barnes Chen Quaintance Reh Sedehi Thomas Weltman
AYES: Barnes Chen Quaintance Sedehi Thomas Weltman
NAYS: None
Abstain: None
Absent: Reh

The Chair thereupon declared said motion approved.

c) Reso #2013-45 – Reso to Accept Audit

Motion moved by Commissioner Chen and seconded by Commissioner Barnes to adopt Resolution #2013-45.

Discussion

Mr. Katchen explained that as commissioners you are certifying that you read the audit especially the findings page.

He took the opportunity to briefly explain the audit to the commission stating there were no findings. He directed the BOC's attention to page 41 explaining that HUD forced authorities to spend their reserve money and to page 50, Section 8 NRA balance, and stated that next year the figure will go close to zero.

ROLL CALL: Barnes Chen Quaintance Reh Sedehi Thomas Weltman
AYES: Barnes Chen Quaintance Sedehi Thomas Weltman
NAYS: None
Abstain: None
Absent: Reh

The Chair thereupon declared said motion approved.

d) Reso #2013-46 – Authorizing the Submission of the HPHA CFP Grant Amendment

Motion moved by Commissioner Barnes and seconded by Commissioner Chen to adopt Resolution #2013-46.

ROLL CALL: Barnes Chen Quaintance Reh Sedehi Thomas Weltman
AYES: Barnes Chen Quaintance Sedehi Thomas Weltman
NAYS: None
Abstain: None
Absent: Reh

The Chair thereupon declared said motion approved.

e) Reso #2013-47 – Adopting Monthly Bill List

Motion moved by Commissioner Weltman and seconded by Commissioner Chen to adopt Resolution #2013-47.

ROLL CALL: Barnes Chen Quaintance Reh Sedehi Thomas Weltman
AYES: Barnes Chen Quaintance Sedehi Thomas Weltman

NAYS: None
Abstain: None
Absent: Reh

The Chair thereupon declared said motion approved.

Second Public Comment

MP reported that during the kitchen cabinet replacement some of the mesh drains were taken and that we might want to replace them.

Dolores Van Lieu, 4H, stated how wonderful the Parker House Day program was and that she wished more tenants would attend.

Juan Ratliff stated that having a picnic was a good idea but people don't want to be bothered. He feels we need arts and crafts for kids.

Councilwoman Welkovits and Chairman Sedehi responded that the Borough has programs for the children.

Attorney Report

Counsel Corrison stated that he was working on evictions.

Accountant Report – none

Commissioner Report – none

Old Business

Chairman Sedehi noted the salary increase resolution. This resolution was previously approved at the last BOC meeting but was inserted into this packet for information purposes.

ADJOURNMENT

Motion by Commissioner Barnes and seconded by Commissioner Thomas to adjourn at 7:30 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary