

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 April 11, 2019, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Vice Chair Martinez.

Housing Director Sriwardena read the 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 September 18, 2018, a copy of the notice of this meeting setting forth the date, time and location of this regular 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 and posted on the website.

The pledge of allegiance was recited.

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

PRESENT

Commissioners:

Raysa Martinez, Vice Chair
Regis Methven, Commissioner
Diane Reh, Commissioner
Evelyn Sedehi, Commissioner

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Director
Mike Yannuzzi, Maintenance Mgr. WHA

ABSENT

Commissioners:

Steve Chudnick, Chairman
William Rainwater, Commissioner

Council Liaison:

Matthew Hale

Minutes:

A motion to approve the minutes of the regular meeting held on March 14, 2019 was made by Commissioner Sedehi and seconded by Commissioner Methven and upon roll call the vote was as follows:

ROLL CALL: Chudnick Martinez Methven Rainwater Reh Sedehi
AYES: Martinez Methven Reh Sedehi
NAYS: None
Abstain: None
Absent: Chudnick Rainwater

The Chair thereupon declared said motion approved.

Public Comment I:

Tenants wanted to speak but not on agenda items.

Vice Chair Martinez suggested that we go back to the way we did business prior with two public comment sections. The other commissioners agreed.

Executive Director Brightman stated that she would amend the by-laws to reflect that change.

New Business:

Commissioner Methven stated that the landscapers did a good job in cleaning-up the grounds. He noted that the trees need to be pruned and that Woodbridge does that for trees over 8 feet tall.

Housing Director Sriwardena stated that she will check with the landscaper to see what they can do.

Commissioner Reh stated that the Borough is looking for election poll workers for June and if anyone is interested they should contact Joan Hullings. It pays \$200.00 but it's a long day.

Communications: None

Attorney's Report:

Counsel Corriston congratulated the Board on the Kronman RAD closing.

Account's Report: none

Executive Director's Report:

Executive Director Brightman reported that Kronman closed on April 4th. However, not all the insurance requirements have been met, so we cannot start construction. She further stated that the construction contracts are at least two years old and that we need to see what increases have occurred such as material increases and Davis Bacon wage rates. We do have a contingency line item but we need to see the new contract amounts as work may need to be delayed to subsequent years.

The Executive Director informed the BOC that a new regulation was just published that allows for a conversion without going through all the hoops that we incurred. She stated that it would be interesting to see what we could have borrowed with the new regulations and whether or not it would have been necessary to obtain low income tax credits.

Executive Director Brightman stated that the Kronman LP Board will be in charge of the rehabilitation work. She further noted that the BOC may want to establish a committee that reports on the work.

Executive Director Brightman stated that Mayor has not yet replaced Don Monk.

Executive Director Brightman reported that she inspected the bathroom work being done at Park Terrace and showed the pictures of a completed bathroom.

Staff Reports:

Housing Director's report:

Commissioner Reh stated that she was glad to see that the SK Café has resumed.

Commissioner Sedehi inquired as to how many days Kettly works at HPHA and commented on the amount of work she does.

Housing Director Sriwardena responded, two.

RESOLUTIONS

a) Reso # 2019-15 – Resolution of the BOC of the HPHA to Amend the By-laws

(THIS RESO WAS PULLED)

b) Reso # 2019-15 – Resolution to Adopt Monthly Bill List for March

Motion moved by Commissioner Sedehi and seconded by Commissioner Reh to adopt Resolution #2019-15.

ROLL CALL:	Chudnick Martinez Methven Rainwater Reh Sedehi
AYES:	Martinez Methven Reh Sedehi
NAYS:	None
Abstain:	None
Absent:	Chudnick Rainwater

The Chair thereupon declared said motion approved.

c) Reso #2019-16 – Reso to Write-off Uncollectable Rent Balances

Motion moved by Commissioner Sedehi and seconded by Commissioner Reh to adopt Resolution #2019-16.

Discussion

Vice Chair Martinez asked what happens with the uncollected rent.
Executive Director Brightman responded that it goes to a collection agency.

Commissioner Reh asked why this occurs.

Executive Director Brightman answered deaths and move-outs.

ROLL CALL: Chudnick Martinez Methven Rainwater Reh Sedehi
AYES: Martinez Methven Reh Sedehi
NAYS: None
Abstain: None
Absent: Chudnick Rainwater

The Chair thereupon declared said motion approved.

d) Reso #2019-17 – Renew Contract for HQS Inspection Services with Home Stat Inspections, Inc. to April 30, 2021

Motion moved by Commissioner Reh and seconded by Commissioner Sedehi to adopt Resolution #2019-17.

Discussion

Commissioner Reh asked what is inspected.

Housing Director Sriwardena replied just Park Terrace. Woodbridge staff does the Section 8 and Kronman building.

ROLL CALL: Chudnick Martinez Methven Rainwater Reh Sedehi
AYES: Martinez Methven Reh Sedehi
NAYS: None
Abstain: None
Absent: Chudnick Rainwater

The Chair thereupon declared said motion approved.

e) Reso #2019-18 – Revised Annual Notice of Regular Meetings for May 1, 2019 through April 30, 2020

Motion moved by Commissioner Methven and seconded by Commissioner Sedehi to adopt Resolution #2019-18.

Discussion

Commissioner Reh stated that this meeting date may change depending on the new commissioner appointment.

Counsel Corrison stated that the by-laws can be amended to state that the meeting day will be established at the annual meeting.

Commissioner Reh stated that Matt Hale can only attend on Wednesdays.

ROLL CALL: Chudnick Martinez Methven Rainwater Reh Sedehi
AYES: Martinez Methven Reh Sedehi
NAYS: None
Abstain: None
Absent: Chudnick Rainwater

The Chair thereupon declared said motion approved.

- f) Reso #2019-19 – Designate Official Newspapers 4/1/19-3/31/20 Revised Annual Notice of Regular Meetings for May 1, 2019 through April 30, 2020

Motion moved by Commissioner Reh and seconded by Commissioner Sedehi to adopt Resolution #2019-19.

ROLL CALL: Chudnick Martinez Methven Rainwater Reh Sedehi
AYES: Martinez Methven Reh Sedehi
NAYS: None
Abstain: None
Absent: Chudnick Rainwater

The Chair thereupon declared said motion approved.

- g) Reso #2019-20 - Authorizing an Annual Salary Increase of \$1,000 Effective for the Time Period 4/1/19 to 3/31/20 for all Employees

Motion moved by Commissioner Sedehi and seconded by Commissioner Methven to adopt Resolution #2019-20.

Discussion

Commissioner Sedehi stated that evaluations have been performed.

ROLL CALL: Chudnick Martinez Methven Rainwater Reh Sedehi
AYES: Martinez Methven Reh Sedehi
NAYS: None
Abstain: None
Absent: Chudnick Rainwater

The Chair thereupon declared said motion approved.

Old Business: none

Public Comment II

Juan Ratliff, apt. #219, complained about residents moving the picnic tables.

Housing Director Sriwardena stated that as soon as Joe Thurston gets time, we will bolt them in-place.

Mr. Ratliff then reported that his sink drain was slow.

Commissioner Methven asked that he call in a work order

Karin Jackson, apt. #3P, stated that the landscaper did not clear the weeds from the wall.

Housing Director Sriwardena stated that she will address that with them.

ADJOURNMENT

Motion by Commissioner Sedehi and seconded by Commissioner Reh to adjourn at 7:08 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary