

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 March 12, 2020, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Commissioner Sedehi.

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 April 16, 2019, 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:

Regis Methven, Commissioner
Ruby Hope, Commissioner
Diane Reh, Commissioner
Evelyn Sedehi, Commissioner

ABSENT

Commissioners:

Steve Chudnick, Commissioner
Raysa Martinez, Chair
William Rainwater, Commissioner

Council Liaison:

Stephany Kim Chohan

Authority General Counsel:

Terrance Corrison, Esq., Breslin & Breslin

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Director

Mike Yannuzzi, Maintenance Mgr. WHA

Minutes:

A motion to approve the minutes of the regular meeting held on February 13, 2020 was made by Commissioner Hope and seconded by Commissioner Methven.

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

The Chair thereupon declared said motion approved.

Public Comment I:

Juan Ratliff - 219 South 6th Avenue stated that he heard there were two units at Park Terrace that had bed bugs.

Housing Director Sriwardena replied that the information is not accurate.

Mr. Ratliff then asked that since there is no snow, why the landscaping being isn't done.

The housing director replied that it does not begin until April.

New Business: none

Communications:

Executive Director (ED) Brightman stated that the issue with the FHLB is being resolved, so it looks like we will not have funds de-obligated. She also reported that there were no responses to the roof top antenna RFP so it was reissued.

Commissioner Reh stated that there are several nearby, so that may be the reason.

Attorney's Report:

Mr. Corrison stated that things were quiet and had nothing to report.

Accountant's Report: None

Executive Director's Report:

ED Brightman reported that staff was still doing Kronman RAD close out paperwork.

Staff Reports:

Commissioner Sedehi stated that staff is doing the tenant tax credit certifications which is quite a bit of work.

Commissioner Reh stated its being done while being down one staff person (receptionist).

Commissioner Sedehi stated that Runi prepared a written follow up to the tenant meeting. She also thanked Kettly for all of her hard work.

Commissioner Sedehi then inquired about the Section 8 inspections that fail; do they pass on the second inspection? ED Brightman responded that they usually do.

Committee reports: None

RESOLUTIONS

a) Reso #2020-10 – Adopting budget

Motion moved by Commissioner Reh and seconded by Commissioner Hope to adopt Resolution #2020-10.

Discussion:

ED Brightman explained that the budget was introduced in January. The State of NJ approved it, so tonight we adopt it.

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

The Chair thereupon declared said motion approved.

b) Reso #2020-11 – Protection and Safe Treatment of Minors Policy

Motion moved by Commissioner Methven and seconded by Commissioner Hope to adopt Resolution #2020-11.

Discussion

ED Brightman explained that this policy is mandated by JIF (Joint Insurance Fund).

HPHA Attorney Mr. Corrison directed the BOC's attention to page 9 as it states the BOC's responsibility and obligations. JIF will be providing training for staff in the near future.

ED Brightman stated that we do not currently have any youth programs and are not at risk, but we need to adopt the policy regardless in order to comply with JIF requirements.

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

The Chair thereupon declared said motion approved.

c) Reso #2020-12 – Approving Intergovernmental Services Agreement

Motion moved by Commissioner Hope and seconded by Commissioner Reh to adopt Resolution #2020-12.

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

The Chair thereupon declared said motion approved.

Old Business: None

Public Comment II

Donna Haring - Unit 6H spoke about the CDC and what they were recommending for Coronavirus control.

ED Brightman stated that it is addressed in the memo she sent to the tenants.

Karen Jackson – Unit 3P stated that Runi goes out of her way for everybody despite that people do not agree with limiting the bingo time.

Balaria Tatum - Unit 3B suggested Karen use a sign in sheet.

Hope Tomko - Unit 2K asked if we should check up on tenants to see if they are OK and stated that hand sanitizer is hard to get. It is on back order.

Estelle Arranth - Unit 5M stated that management should have a policy to sanitize after hours.

ED Brightman responded that yes we do and are using Lysol spray and wipes.

ADJOURNMENT

Motion by Commissioner Hope and seconded by Commissioner Methven to adjourn at 6:55 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary