

STATE OF NEW JERSEY
HACKENSACK HOUSING AUTHORITY
65 FIRST STREET
HACKENSACK, NEW JERSEY 07601

THURSDAY, JANUARY 14, 2021

(This is a condensed version of the ZOOM virtual and taped minutes of the Regularly Scheduled Monthly Meeting of the Hackensack Housing Authority commencing at 2:00 P.M.)

Executive Director Anthony Feorenzo called the meeting to order.

ROLL CALL

Present: Chairman Anthony Stassi
Commissioner Marie Dukes
Commissioner Awad Khoury
Commissioner Pico Sarquis
Commissioner Blanche Stuart

Also Present:

Anthony Feorenzo, Executive Director
William F. Snyder, Consultant to the Board
Joseph Zisa, Esq., Counsel to the Authority

Absent: Commissioner May D'Arminio
Commissioner Gino Tessaro

OPEN PUBLIC MEETINGS ACT

Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of an Annual Meeting Notice with the Municipal Clerk, the posting of said notice on the official bulletin board in the Municipal Government Building, and delivery of same to the Bergen Record & Star Ledger on 12/4/19 and revised meeting notice dated 7/30/20. This body wishes to advise you that, in accordance with N.J.S.A. 26:3D (1), et seq. (Smoking in Public Buildings), smoking is prohibited while this body is in open or closed session.

The Authority welcomes comments from the public, which will be addressed under "Remarks of Citizens" on the Agenda. Members of the public shall be free to

Speak on any subject on or off the Agenda. As is the case for in-person meetings, all speakers will be limited to five (5) minutes. Members of the public shall be muted until public discussion; at which time they may ask to be recognized.

Please do not speak out of turn or disrupt the meeting. Disruptive conduct includes sustained inappropriate behaviors, such as, but not limited to shouting, interruption and use of profanity."

FLAG SALUTE

APPROVAL OF PREVIOUS MEETING MINUTES – DECEMBER 10, 2020

Motion to approve minutes of December 10, 2020 made by Commissioner Khoury, 2nd by Commissioner Dukes.

VOTE: AYES: All Present Commissioners (5) Absent: D'Arminio/Tessaro

(Commissioner Stuart noted a misspelling on Page 7. Secretary/Transcriber was requested to fix "lifting" to "lifted" but could not find it to make correction.)

RESOLUTIONS #2021-1 THROUGH AND INCLUDING #2021-5.

1. RESOLUTION #2021-1 – APPROVAL OF INDEMNIFICATION – CIVIL

Mr. Zisa, Esq. explained this is if Commissioners were to be sued; Hackensack Housing Authority would cover them. It has never happened here.

Motion to approve made by Commissioner Stuart, 2nd by Commissioner Dukes.

VOTE: AYES/All Present Commissioners (5) Absent: D'Arminio/Tessaro

2. RESOLUTION #2021-2 – APPROVAL OF INDEMNIFICATION – CRIMINAL

Motion to approve made by Commissioner Stuart; 2nd by Commissioner Khoury.

VOTE: AYES/All Present Commissioners (5) Absent: D'Arminio/Tessaro

3. RESOLUTION #2021-3 – APPROVAL OF CASH MANAGEMENT PLAN

This is to approve which bank is used in regard to Hackensack Housing Authority money and investments. It is in Mariner's Bank at this time. Commissioner Khoury asked if HHA has a financial advisor. Mr. Snyder answered CPA/Accountant William Katchen. He advises HHA. Mr. Snyder said CDs are paying next to nothing; amount of interest HHA receiving is not much. State of New Jersey requires approval of Cash Management Plan. HHA can only invest in institutions that are

Governmental Unit Deposit Protection Act – GUDPA. HHA accounts are set up so that whatever balances the bank is giving, that's what HHA gets. There are no long-term investments. We could check with Mr. Katchen to see if there are any recommendations at a structured (inaudible), but at end of the day, it's not (inaudible). Commissioner Khoury asked then investments are solely in these banks and HHA not out playing the market. Mr. Snyder said no. ED Feorenzo added once it's in the bank, it stays there.

Motion to approve made by Commissioner Stuart; 2nd by Commissioner Khoury.

VOTE: AYES/All Present Commissioners (5) Absent: D'Arminio/Tessaro

4. RESOLUTION #2021-4 – APPROVAL OF AUDIT CERTIFICATION

Auditor was not able to join in on the Zoom. ED Feorenzo and Mr. Snyder spoke with Mr. Katchen an hour ago. Mr. Snyder: Every year fiscal year ends on 9/30 and HHA required by Federal Government under Single Audit Act to do audit. HHA in process of putting together documents necessary for 9/30/20 audit. This one is 9/30/19. ED Feorenzo and Mr. Snyder did find one error today and made Auditor aware of. From Commissioners' standpoint what they want to read is the front section, MDNA – Management & Discussion & Analysis, supposedly written for people who are non-financial and helps you understand Housing Authority's financial position. If you look at Operating Statement, HHA ended year in a positive position.

HHA has been able to pay down debt that it assumed as a result of conversion to RAD. Audit Certification that Commissioners are certifying to says that "you have reviewed the audit and specifically the sections titled by statute **Comments & Recommendations**. It is last page of your audit and they now call it **Schedule of Findings & (Inaudible) Costs**. It will tell you whether there were any findings in the prior audit, and it will tell you there are none. It's the clean audit. The Housing Authority is good, financial shape. There is a lot about OPEB – Other Posted Employment Benefit Liability. Housing authorities do their accounting according to GADSBY, which is generally accepted in accounting principles. Municipalities do their accounting on a hybrid system (inaudible) so the Post Employment Benefits here, which HHA is accounting for, which is a big liability, municipalities do not have to do that. It's in there as a HUD requirement and GADSBY requirement. Mr. Snyder does not understand all the calculations in that, as an actuary actually does that, but he looks at the Unrestricted Net Assets, which is synonymous with retained earnings, so that tells you where HHA is. HHA ended the year with cash investments, almost \$4 million. HHA is in good financial shape as converting to RAD definitely helped. The additional money/cash flow is anticipated now that the 20-year term mortgage should be paid off in another 4 years, meaning that HHA is in much better shape than most authorities with a positive cash flow is going to be debt free in a few years. It will allow more repairs to be made and HHA will be

able to finance it, having cash flow to do that. Another side issue, which will be discussed going forward, is, to develop another project in conjunction with City of Hackensack.

Your vote is to say solely that you've gotten it; you've reviewed it and specifically that last page, which is what you are certifying to. It doesn't mean good, bad or indifferent. In housing authorities where there are problems, commissioners don't want to vote for it as they feel they are voting to approve it. The State wants to know that you got it and did review it and do a correction action plan. HHA is in good shape.

Commissioner Stuart asked about 2nd paragraph – does fiscal year end 2019 or 2020? Mr. Snyder stated this is for 2019 period. It's always a year behind. 9/30/2020 audit – auditor contract has just been approved by the Board and preparing documents now.

Motion to approve made by Commissioner Stuart, 2nd by Commissioner Dukes.

VOTE: AYES/All Present Commissioners (5) Absent: D'Arminio/Tessaro

ED Feorenzo noted every Commissioner has to sign the certificate, send it back to him or he will pick it up; has to be original signature. Mr. Zisa said they must be notarized. Mr. Snyder asked Mr. Zisa, because of COVID, would the State have a problem if forms mailed to all Commissioners, have them sign individual forms. Mr. Zisa said he'd rather they were just signed and not notarized. Mr. Zisa suggested ED Feorenzo adds a letter with the signatures stating, "upon advice of Counsel, we wanted to get this to you even though it's not notarized because we want to comply with the law." Mr. Khoury, an attorney, said he can get his notarized in his office. ED Feorenzo and Mr. Zisa concurred.

5. RESOLUTON #2021-5 – 2021 AUTHORIZATION TO ATTEND CONFERENCES

List of conferences normally attended. This resolution allows Commissioners and Staff to attend them. No dates as of now but wanted to list them.

Motion to approve made by Commissioner Stuart; 2nd by Commissioner Khoury.

VOTE: AYES/All Present Commissioners (5) Absent: D'Arminio/Tessaro

CORRESPONDENCE – none at this time

PAYMENT OF CLAIMS – JANUARY 2021

Motion to approve payment of claims made by Commissioner Stuart, 2nd by Commissioner Stassi.

Commissioner Stuart asked about Boys & Girls Club, HHA still pays them even though they are not operating? ED Feorenzo said B&G Club operating on limited basis. ED Feorenzo wants to keep it open for the children.

ED Feorenzo noted there was a big payment to Joint Insurance Fund, which is the annual premium. Trendway Corporation was paid by HHA but will be reimbursed back to us. Offices were renovated – partitions and glass installed. With 2nd COVID relief package, HHA will receive about \$115,000 from Edgewater Housing Authority and that will pay the \$21,000 bill. Unicorn Services erected the partitions and glass, so that money will pay their bill also, along with Hudson United Glass. Money will go back into Operating Fund.

VOTE: AYES/All Present Commissioners (5)

Absent: D'Arminio/Tessaro

MANAGEMENT REPORT & UNFINISHED BUSINESS

As Mr. Snyder mention in audit report, HHA is sound. This year budget to actual year-ending 9/30/2020 surplus was \$312,660 after taking \$350,000 paid down on mortgage to Mariner's Bank.

164 Beech Street elevator – all has been approved; all parts, the cam, is in manufacturing. No date for contractor or when everything will be on site. They will not start any parts of elevator until everything is here, as ED Feorenzo wants it down for only a few weeks.

Testing for COVID has taken place two times and for antibodies in Senior Buildings. ED Feorenzo will look into bringing same company back to do testing again in two weeks.

Waiting list update: 2 seniors passed away at 65 First Street – non-COVID related. Apartments are being cleaned out now. ED Feorenzo giving family extra time to clean it out due to COVID.

4 studios are available.

2 – 1-bedroom available in senior/elderly/disabled buildings

No units available in family units

What are the Commissioners' thought on bringing back testing next month again? Commissioner Stuart thought it was a good idea since percentage of COVID is rising in New Jersey. When they are available, ED Feorenzo will get them to come here to give the vaccine, trying to protect seniors as best as possible. He has seen the seniors wearing their masks and they've been staying healthy the past two months.

Bus is taking seniors to Shop Rite – social distancing on bus – worked out well with no complaints in past two months. Bus driver helps them carry packages also.

City of Hackensack offices are still closed to the public. They go every other day with their employees. DPW also working every other day; half of Sanitation Department is out with COVID. Fire Department and Police Department are also bad. Acting Chief of Police just got out of hospital.

(There were no members of the public on Zoom at this meeting.)

ADJOURNMENT

Motion to adjourn made by Commissioner Stuart, 2nd by Commissioner Dukes.

VOTE: AYES/All Present Commissioners (5) Absent: D'Arminio/Tessaro

Meeting adjourned at 2:30 P.M.

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber