

HACKENSACK HOUSING AUTHORITY
65 FIRST STREET
HACKENSACK, NEW JERSEY 07601

THURSDAY, SEPTEMBER 12, 2024

**(Condensed version of taped minutes of Regularly Scheduled Monthly Meeting
Hackensack Housing Authority commencing at 2:00 P.M.)**

Executive Director Anthony Feorenzo called the meeting to order.

ROLL CALL

Present: Chairman Anthony Stassi
Vice-Chairman Blanche Stuart
Commissioner Marie Dukes*
Commissioner Gino Tessaro
Commissioner Sarquis Pico
Commissioner Hani Khoury

Also Present:
Anthony Feorenzo, Executive Director
William Snyder, Consultant to Authority
Joseph Zisa, Esq., Counsel to Authority

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 12/7/2023.

Meetings are scheduled to be held remotely for members of the public. All meetings access, information, agenda and related documents will be posted at least 48 hours prior to the meeting on the Housing Authority website at hackensackhousing.org. 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 – July 10, 2024

Motion to approve minutes of July 10, 2024 made by Commissioner Stuart; 2nd by Chairman Stassi.

VOTE: AYES/All Present Commissioners (5)

Absent: Dukes*/D'Arminio

RESOLUTIONS #9-12-2024 THROUGH AND INCLUDING 9-18-2024

1. RESOLUTION #9-12-2024 – ADOPTION OF FISCAL YEAR BUDGET 9/30/25
2. RESOLUTION #9-13-2024 – APPROVAL OF CONTRACT FOR AUDITING SERVICES
3. RESOLUTION #9-14-2024 – APPROVAL OF CONTRACT FOR ACCOUNTING SERVICES
4. RESOLUTION #9-15-2024 – APPROVAL OF CONTRACT FOR LEGAL SERVICES
5. RESOLUTION #9-16-2024 – APPROVAL OF CONTRACT FOR COMPACTOR CLEANING
6. RESOLUTION #9-17-2024 – APPROVAL OF CONTRACT FOR SOCIAL SERVICES
7. RESOLUTION #9-18-2024 – APPROVAL OF CONTRACT FOR CUSTODIAL SERVICES
8. RESOLUTION #9-19-2024 - AMENDMENT TO ED CONTRACT

Motion to approve Resolutions #9-12-2024 through and including Resolution #9-18-2024 made by Chairman Stassi; 2nd by Commissioner Stuart.

Adoption of budget is annual; which was presented by Mr. Katchen. After adoption, budget is sent to State of New Jersey.

Auditing, Accounting and Legal are all one-year contracts done every year with one stipulation: for accounting and legal, we have a provision we can award (after 1-year of service if they do a good job), we can extend it for another year, has been done in the past. Auditing gets bid out via RFP every year.

Contract for compactor cleaning – a 2-year bid; same with Boys & Girls Club falling under Social Services. Approval for custodial services is 2-year bid.

Spread sheet was given to Commissioners showing what bids were (some bids had 1 response; others 2 or 3). Mr. Snyder did tabulation on legal, as HHA received 2 bids.

Auditing, we received 1 quote from Mr. Policari - \$9,200. Attorney/Legal – 2 bids received – one from Florio, Kenny & Raval – annual fee \$25,000/hourly rate - \$185. Joseph Zisa - \$30,000 annually - \$140/hourly rate. Mr. Snyder: In N.J. you don't have to go with the lowest responsible bidder when it comes to professional services. We issue RFP, we rate them, when we rated them based upon experience and hourly rate, Mr. Snyder rated Joseph Zisa as higher rated proposal, giving us continuity and services that HHA has had in the past. There is no requirement to go with lowest bid. Commissioner Stuart: The hourly rate for Mr. Zisa is lower than Florio bid.

Accountant is at \$50,400 – only proposal received.

Social Services from Boys & Girls Club - \$74,500 annually for two years – only proposal received.

Chutes Plus for chute cleaning. We had 2 proposals: Kept Companies, which was \$6,150 annually and Chutes Plus, which was \$4,355 annually. Chutes Plus hourly - \$125. Kept Companies hourly - \$175. This was a bid and technically have to go with lowest bidder – Chutes Plus was lower bidder, having been doing our chute cleaning for a few years.

Custodian Services – we've had 6 bids for custodial; only 2 people did walk-through. Lowest bid was Unicorn - \$43,000 (inaudible) - \$42 hourly rate; less expensive than anyone else. Best Cleaning was \$57,600 – never came, never looked at buildings. One bid was \$248,000 – hoping no one else would bid and he'd get the job. Mr. Snyder: In the future, we could make it a requirement there has to be pre-bid walk-through, if they don't, we can disqualify the bid.

(At this point in the meeting, Commissioner Dukes joined on Zoom.)

VOTE:	Commissioner Pico	Yes
	Commissioner Dukes	Yes
	Chairman Stassi	Yes
	Commissioner Tessaro	Yes
	Commissioner Stuart	Yes
	Commissioner Khoury	Yes

VOTE: AYES/All Present Commissioners (6) Absent: D'Arminio

PAYMENT OF CLAIMS FOR AUGUST & SEPTEMBER 2024

Motion to approve payment of claims for August & September made by Chairman Stassi; 2nd by Commissioner Stuart.

VOTE: AYES/All Present Commissioners (6) Absent: D'Arminio

MANAGEMENT REPORT – ED FEORENZO

Elevators at Kansas Street are 100%. One elevator is final; City called and earliest they can come to put in operation is September 20th.

Apartment 86-B2 we had the issue with and Special Counsel. Finally, we got a lock-out. Apartment is empty, vacated, cleaned and ready for rent.

HPD Report: No arrests and 17 medical calls.

(Inaudible) ran a picnic today at Van Saun County Park. I called County, but they could not give HHA bus service, so our bus driver was asked if he would be willing to work today, take residents. He accepted and about 19 people went from 10-2 to Van Saun Park for picnic with Bergen County. There was a band, entertainment, fun and games for tenants. Bus driver said it was a very big success with over 1,000 people in attendance. Our tenants were thrilled.

Non-Profit – HHA now in process and information sent to HUD; have our RAD agreements. HUD is looking for HHA to do last step; attorney gave all the documents except for one, which Mr. Snyder and I have to do. We will meet with tenants at Kansas Street to explain what is being done, that it won't affect their parking; will not affect their building. We are scheduled for October 3rd for the meeting if any Commissioner wants to join and listen, please come. After that, we should move full-steam ahead.

New Jersey NARUC conference is November 19-21st. If anyone wants to attend, please contact the office and Desire will get you hotel and accommodation set up, hoping some of you will attend.

Best part of my report: Mr. Zisa and Occupancy Department did a very nice job. Unpaid rents in August were \$118,551. Mr. Zisa assisted women in office, a joint effort. On the 5th of every month we're sending out **late notices** with Mr. Zisa's help. September we were down to \$41,437, which is phenomenal. There are a few big ticket items I'm waiting to go to Court on. I want to congratulate Staff and Mr. Zisa for everything. Mr. Zisa didn't submit an extra bill, which is another reason why we like a small business, no nickel/dime on every phone call. It shows if tenants get a letter, maybe they forget to pay, we'll make a deal with them, help them out. I don't want to throw anybody out. If they come, and I've done it many times, we will work with any tenant. I'm here to keep people in housing, not throw them out in the street.

Commissioner Stuart asked about people on waiting list; ED Feorenzo will do that next month. List has been purged and moving nicely.

NEW BUSINESS

Mr. Snyder met with the Personnel Committee today. We had a personnel Committee meeting that in discussions with ED Feorenzo, he's looking to make a minor revision to his Employment Contract, which has to do with Attachment D that talks about his vacation leave. In his policy under Section C of Attachment D, it says he's only allowed to carry over 2 years vacation. As you know, ED Feorenzo Hardley takes off, has had 3 sick days in 11 years. Same thing rarely takes vacation time. He's looking to increase that from 2 years to 3 years. Personnel Committee met on that, discussed it and Committee is authorizing the approval. I think it should be done by formal resolution because it is an amendment to his contract.

Motion by members of Personnel Committee authorizing the approval to increase Employment Contract under Section C of Attachment D of ED Feorenzo from two years to three years made by Commissioner Stuart; 2nd by Chairman Stassi.

VOTE:	Commissioner Pico	Yes
	Commissioner Tessaro	Yes
	Chairman Stassi	Yes
	Commissioner Stuart	Yes
	Commissioner Dukes	Yes
	Commissioner Khoury	Yes

VOTE: AYES/All Present Commissioners (6) Absent: D'Arminio

OLD BUSINESS

Commissioner Stuart will meet with ED Feorenzo regarding setting up a seminar for senior citizens about credit union, financial planning and other related items.

ADJOURNMENT

Motion to adjourn made by Chairman Stassi; 2nd by Commissioner Stuart.

AYES/All Present Commissioners (6) Absent: D'Arminio

Respectfully submitted,

Deborah L. Alvarez