

Guttenberg Housing Authority Board of Commissioners

Open Public Meeting Agenda

**Monday, October 3, 2022 at 5:00 p.m.
400 68th Street, Guttenberg, NJ**

- Call to Order
- Reading of the Open Public Meetings Act Notice
- Roll Call
- Pledge of Allegiance
- Executive Director's Report
- Financial Report and Bill List
- Approval of Minutes

September 12, 2022 Board Meeting

- Old Business

- New Business

- Resolutions

**RESOLUTION AWARDING A CONTRACT TO SLADE INDUSTRIES, INC. FOR THE ELEVATOR
MODERNIZATION PROJECT.**

- Public Comment

- Adjournment

(THE BOARD MAY CONVENE TO CLOSED SESSION DURING THE MEETING)

HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG MEETING MINUTES

This regular meeting of the Board of Commissioners was held on September 12, 2022, at 6900 Broadway, Guttenberg, New Jersey. The meeting was opened at 5:03p.m. and the Open Public Meetings Act Notice was recited.

Adequate notice of this Meeting of the Board of Commissioners of the Housing Authority of the Town of Guttenberg was given in accordance with Chapter 231 of the Laws of New Jersey by publishing the meeting date in the El Especialito and the Bergen Record, by posting the meeting date at the Guttenberg Town Hall, by posting the meeting date on the Bulletin Board at the main office of the Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093 and by posting the meeting date on the official website of the Housing Authority of the Town of Guttenberg.

A roll call of the Commissioners was taken.

ROLL CALL:

<u>X</u> Chairperson Habermann-Ward	<u>X</u> Vice Chairperson Montanez	<u>X</u> Commissioner Perez
<u>X</u> Commissioner Mantineo	<u>X</u> Commissioner Acosta	<u>X</u> Commissioner Popiel
<u>X</u> Commissioner Torres		

Also attending the meeting were Executive Director Ruddys E. Andrade and General Counsel, Francis J. Borin, Esq. of DeCotiis, FitzPatrick, Cole & Giblin, LLP.

PLEDGE OF ALLEGIANCE

EXECUTIVE DIRECTOR'S REPORT:

1. Executive Director welcomed everyone back from Summer.
2. The Executive Director reported he has received the PHAS score and that the score has gone from sub-standard to a passing score. He extended thanks to the Authority's maintenance and office staff. It was a combined score of 93. He received many calls from HUD staff congratulating the Authority. This opens possible funding opportunities.
3. The Executive Director reported that he has received notice of the Senate appropriation award of \$232,000 for the elevator repairs. The required paperwork has been submitted.
4. The Executive Director reported on the submittal of an application for an emergency disaster grant in the amount of \$667,000. The grant application has been submitted. HUD has asked if the Authority will contribute toward the project cost and they have been advised that the Authority will contribute \$70,000 toward a total project cost of \$700,000. This would be for the elevator modernization project at 6900 Broadway.
5. The Executive Director reported that, with respect to the elevator modernization bid process, two vendors needed more time for pricing, so the Authority had to cancel the bidding process and re-issue

the bidding documents. The Executive Director expects recommendations on this contract award at the next Board Meeting.

6. The Executive Director reported that there were elevator problems over Labor Day weekend and there were problems getting parts.
7. The Executive Director reported that the block party had over 600 people in attendance. It was a very successful event. All funds were raised privately. The Executive Director thanked the donors and Authority staff for making the event so successful.
8. The Executive Director reported that there is a landlord networking event on October 5, 2022 at 5:00pm. This is an important event to build the network of landlords for Section 8.
9. The Executive Director reported that he does not recommend using this room for meetings going forward because of ADA compliance issues.

FINANCIAL REPORT / PAYMENT OF BILLS:

A motion was made to approve the Financial Report and to accept and pay all bills. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			

The motion is adopted.

APPROVAL OF MINUTES:

A motion was made to approve the minutes of the July 11, 2022, meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ	2	X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES	1	X			

The motion is adopted.

RESOLUTIONS: NONE

MOTIONS:

Motion to go to bid for new cabinets at 7005 Boulevard East

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL	1	X			
LUZ TORRES		X			

The motion is approved.

Motion authorizing the Executive Director to travel to the PHADA Conference and the NAHRO Conference

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES	1	X			

The motion is approved.

OLD BUSINESS:

None.

NEW BUSINESS:

1. The Executive Director wants to terminate the business relationship with the current exterminator. The services will need to be re-bid.

2. The Executive Director will be making an adjustment to the salary of Jenny Moralez. He has the authority to make the adjustment under the By-Laws within the budget constraints.

PUBLIC COMMENT:

Mary McMiller, an Authority resident for 30 years, stated that the Authority’s private party rules are out of monetary reach of many residents. Residents can’t hold parties in their apartments and the cost to rent the community room is \$300, with a \$300 deposit. In her view, it’s just too expensive. The Executive Director said the fee has been the same since before he started, However, he will look at the fees.

Ms. McMiller doesn’t know how to approach the parking situation at the 6900 Broadway building. There is not enough parking for two buildings. Some residents are getting tickets for parking in administration spaces. The Executive Director explained that the administration parking spaces are needed for key employees.

Ms. McMiller sent an email in July about an Authority employee coming into her apartment. She believes she should be entitled to 24-hour notice. She asked if someone could please let he know when the exterminator is coming.

ADJOURNMENT:

A motion was made to adjourn the meeting. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA	2	X			
BLANCA POPIEL	1	X			
LUZ TORRES		X			

The meeting was adjourned at 5:35 p.m.

Ruddys E. Andrade, Executive Director/Secretary

Linda Habermann-Ward, Chairperson

RESOLUTION
of the
HOUSING AUTHORITY OF THE
TOWN OF GUTTENBERG
Resolution No. 2022-12

**RESOLUTION AWARDING A CONTRACT TO SLADE INDUSTRIES, INC. FOR THE
ELEVATOR MODERNIZATION PROJECT, PROJECT NO. 0903H003**

Date Introduced: October 3, 2022 Date Adopted: October 3, 2022

WHEREAS, the Housing Authority of the Town of Guttenberg (“Housing Authority”) is a public entity organized and existing pursuant to the Code of Federal Regulations and the laws of the State of New Jersey; and

WHEREAS, the Housing Authority has solicited bids for its Elevator Modernization Project, Project No. 0903H003; and

WHEREAS, the Housing Authority’s project engineer has reviewed the bids and recommends the award of a contract to Slade Industries, Inc. as the lowest responsible bidder; and

WHEREAS, the Housing Authority desires to award a contract to Slade Industries Inc. in an amount not to exceed \$1,598,570.00;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Town of Guttenberg as follows:

1. A contract for the Elevator Modernization Project, Project No. 0903H003 is hereby awarded to Slade Industries Inc., in an amount not to exceed \$1,598,570.00; and
2. The Executive Director is authorized to execute the contract with Slade Industries, Inc and is further authorized and directed to take any and all necessary administrative actions to implement this Resolution; and
3. This Resolution shall take effect immediately.

COMMISSIONER	MOTION/SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN, CHAIR	1	✓			
MARISOL MONTANEZ, VICE CHAIR	2	✓			
BLANCA POPIEL		✓			
REBECCA ACOSTA					✓
JOLENE MANTINEO					✓
LUZ TORRES		✓			
Dr. GONZALO PEREZ		✓			

Linda Habermann-Ward, Chairperson

Ruddys Andrade, Secretary