

Guttenberg Housing Authority Board of Commissioners

Open Public Meeting Agenda

**Monday, September 12, 2022 at 5:00 p.m.
6900 Broadway, Guttenberg, NJ**

1. Call to Order
2. Reading of the Open Public Meetings Act Notice
3. Roll Call
4. Pledge of Allegiance
5. Executive Director's Report
6. Financial Report and Bill List
7. Approval of Minutes

July 11, 2022 Board Meeting

8. Old Business

9. New Business

Travel Requests

Public Housing Authorities Director's Association Conferences- Annual Conference
and Commissioners' Conference

National Association of Housing and Redevelopment Officials Conference-
Washington, DC Conference

10. Resolutions

11. Public Comment

12. Adjournment

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

GUTTENBERG HOUSING AUTHORITY
BUDGET VS. ACTUAL
JULY 2022

	FYE 3/31/23 BUDGET	7/31/22 YTD Budget	7/31/22 ACTUAL	VARIANCE	
OPERATING RECEIPTS:					
Dwelling Rent	\$ 1,501,440	\$ 500,480	\$ 554,548	\$ 54,068	1
Excess Utilities	30,096	10,032	9,951	(81)	
Non Dwelling Rent	-	-	-	-	
Interest Income	5,185	1,728	1,963	235	
Other Income	39,850	13,283	14,064	781	
Total Operating Receipts	1,576,571	525,524	580,526	55,002	
OPERATING EXPENDITURES:					
Administrative Salaries	317,886	105,962	108,894	(2,932)	2
Legal Expense	46,940	15,647	14,414	1,233	
Staff Training	4,220	1,407	-	1,407	
Travel	4,000	1,333	2,394	(1,061)	
Accounting Fees	32,940	10,980	10,960	20	
Auditing	5,735	1,912	-	1,912	
Other Administrative Expense	99,285	33,095	34,848	(1,753)	
Total Administrative Expense	511,006	170,335	171,510	(1,175)	
Tenant Service Salaries	-	-	-	-	
Recreation, Publications, & Other	-	-	5,287	(5,287)	
Tenant Service Contract Costs	-	-	-	-	
Total Tenant Service Expense	-	-	5,287	(5,287)	
Water	102,515	34,172	36,255	(2,083)	
Electric	224,640	74,880	59,277	15,603	3
Gas	127,845	42,615	46,544	(3,929)	4
Fuel Oil	1,500	500	-	500	
Utility Labor	77,214	25,738	27,678	(1,940)	2
Other Utilities Expense	131,890	43,963	32,731	11,232	
Total Utilities Expense	665,604	221,868	202,485	19,383	
Maintenance Labor	310,068	103,356	110,713	(7,357)	2
Maintenance Materials	92,400	30,800	48,346	(17,546)	
Contract Costs	213,360	71,120	57,156	13,964	
Total Ord. Maint & Oper. Expense	615,828	205,276	216,215	(10,939)	
Protective Service Labor	36,800	12,267	-	12,267	2
Protective Service Materials	-	-	-	-	
Protective Service Contract Costs	-	-	-	-	
Total Protective Service Expense	36,800	12,267	-	12,267	
Insurance	174,665	58,222	57,228	994	
Payments in Lieu of Taxes	86,593	28,864	36,201	(7,337)	5
Compensated Absences	-	-	-	-	
Employee Benefits	377,264	125,755	89,655	36,100	6
Collection Losses	2,800	933	4,271	(3,338)	
Other General Expense - COVID 19	-	-	-	-	
Total General Expense	641,322	213,774	187,355	26,419	
Total Routine Expenses	2,470,560	823,520	782,852	40,668	
Extraordinary Maintenance	-	-	-	-	
Replacement of Equipment	-	-	-	-	
Property Betterments & Additions	-	-	-	-	
Nonroutine Expenditures	-	-	-	-	
Total Operating Expenditures	2,470,560	823,520	782,852	40,668	
Operating Income / (Loss)	(893,989)	(297,996)	(202,326)	95,670	
HUD Operating Subsidy	835,441	278,480	203,640	(74,840)	7
CFP Used for Operations	123,245	41,082	-	(41,082)	8
Residual Receipts / (Deficit)	\$ 64,697	\$ 21,566	\$ 1,314	\$ (20,252)	

1. Recertifications with increased incomes lead to additional rental income.

2. Salary line items are all over budget because the month of April had 3 pay periods. In addition, there will not be any Protective Service Salaries as that employee was reallocated to maintenance, and will offset the amounts over-budget on the other salary line items.

3. Electricity is under budget by \$15,603 because the payment is for colder months with lower electric usage.
4. Gas is over budget by \$3,929 because the payment is for colder months with higher gas usage. In addition, gas costs have increased significantly as a result of the nationwide inflation.
5. Payments in Lieu of Tax (PILOT) have been accrued based on the net shelter rent even though the payment is only made once a year.
6. Employee benefits are under budget mainly because the Authority has not yet paid for the annual pension expense which is only paid once a year in the month of March.
7. Operating Subsidy is below budget because the HA has not drawn down the full subsidy amount through July.
8. CFP used for Operations is below budget because the draw down is not done until mid year, if required.

GUTTENBERG VOUCHER PROGRAM
BUDGET VS. ACTUAL
JULY 2022

	FYE 3/31/23 BUDGET	7/31/22 YTD Budget	7/31/22 ACTUAL	VARIANCE	
OPERATING RECEIPTS:					
HAP Subsidy	\$ 2,337,000	\$ 779,000	\$ 784,251	\$ 5,251	
Administrative Fee Subsidy	170,000	56,667	69,040	12,373	1
Portable Administrative Fees	6,000	2,000	2,098	98	
Fraud Recovery	6,200	2,067	2,855	788	
Interest Income	1,200	400	751	351	
Other Income	-	-	-	-	
Total Operating Receipts	<u>2,520,400</u>	<u>840,133</u>	<u>858,995</u>	<u>18,862</u>	
OPERATING EXPENDITURES:					
Administrative Salaries	86,296	28,765	29,893	(1,128)	
Employee Benefits	41,918	13,973	7,539	6,434	2
Legal Expense	5,000	1,667	1,667	(0)	
Staff Training	2,815	938	938	0	
Travel	1,000	333	333	0	
Accounting Fees	19,320	6,440	6,440	-	
Auditing	6,800	2,267	-	2,267	
Portable Administrative Fee Expense	3,120	1,040	3,188	(2,148)	
Other Administrative Expense	13,450	4,483	4,483	0	
Housing Assistance Payments	2,337,000	779,000	780,978	(1,978)	
Total Operating Expenses	<u>2,516,719</u>	<u>838,906</u>	<u>835,459</u>	<u>3,447</u>	
Operating Income / (Loss)	<u>3,681</u>	<u>1,227</u>	<u>23,536</u>	<u>22,309</u>	

1. Administrative Fee Subsidy is over budget because the HA has leased up more units.

2. Employee Benefits are under budget by \$6,434 because the annual pension payment is not made until March.

Guttenberg Housing Authority

Paid Transactions Report

Filter Criteria Includes: 1) Program: Public Housing, 2) Period To: 8/1/2022, 3) Period From: 7/1/2022, 4) Account(s): All, 5) Component: Vendor Accounting

Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
Component: Vendor						
0	08/17/2022	Electric charges at 6900 and 136	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	\$12,768.07
0	08/17/2022	Gas charges at 6900 and 136	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	\$151.23
0	08/17/2022	Gas charges at 6900 and 136	PSE&G (For Buil	PSE&G (For Buil	4330 - GAS	\$2,602.09
0	08/17/2022	Gas & Electric 7005	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	\$4,512.19
0	08/17/2022	Gas & Electric 7005	PSE&G (For Buil	PSE&G (For Buil	4330 - GAS	\$595.16
0	08/17/2022	Electric charges at 6900 and 136	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	(\$12,768.07)
0	08/08/2022	Annual Membership	Nelrod Company	Nelrod Company	4140 - STAFF TRAINING	(\$799.00)
0	08/08/2022	Annual Membership	Nelrod Company	Nelrod Company	4140 - STAFF TRAINING	\$799.00
0	08/17/2022	Electric charges at 6900 and 136	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	\$12,768.07
0	08/17/2022	Gas charges at 6900 and 136	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	(\$151.23)
0	08/17/2022	Gas charges at 6900 and 136	PSE&G (For Buil	PSE&G (For Buil	4330 - GAS	(\$2,602.09)
0	08/17/2022	Gas & Electric 7005	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	(\$4,512.19)
0	08/17/2022	Gas & Electric 7005	PSE&G (For Buil	PSE&G (For Buil	4330 - GAS	(\$595.16)
0	08/17/2022	Gas & Electric Charges at 400	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	(\$4,886.79)
0	08/17/2022	Gas & Electric Charges at 400	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	\$4,886.79
0	08/17/2022	Gas & Electric Charges at 400	PSE&G (For Buil	PSE&G (For Buil	4330 - GAS	(\$1,723.65)
0	08/17/2022	Electric charges at 6900 and 136	PSE&G (For Buil	PSE&G (For Buil	4320 - ELECTRICITY	(\$12,768.07)
0	08/17/2022	Gas & Electric Charges at 400	PSE&G (For Buil	PSE&G (For Buil	4330 - GAS	\$1,723.65
138	07/05/2022	CLEANING SUPPLIES	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$334.04
138	07/05/2022	Office Supplies	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$344.72
138	07/05/2022	PHONE CASE	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$24.98
138	07/05/2022	Office Supplies	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$426.11
138	07/05/2022	BBQ ITEMS	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$139.92
138	07/05/2022	EZ FLUID PLUMBING	Amazon.Com Serv	Amazon.Com Ser	4420 - MATERIALS	\$33.85
139	07/05/2022	Social Media Administration	FEM INTERNATIO	FEM INTERNATI	4190 - SUNDRY	\$100.00
140	07/05/2022	Phone Reimbursement	Fundora Monica	Fundora Monica	4190 - SUNDRY	\$175.00
141	07/05/2022	Accounting Services for the Section 8 Pr	Peter J. Polcari CP	Peter J. Polcari C	4170 - ACCOUNTING	\$1,600.00
141	07/05/2022	Accounting Services for the PHA Progra	Peter J. Polcari CP	Peter J. Polcari C	4170 - ACCOUNTING	\$2,750.00
142	07/05/2022	Phone Reimbursement	Ruddys Andrade	Ruddys Andrade	4190 - SUNDRY	\$200.00
143	07/05/2022	Security System at 7005	Securitas Electroni	Securitas Electron	4430 - CONTRACT COSTS	\$459.68
144	07/05/2022	Monthly Maintenance for the month ofJa	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$516.66
145	07/05/2022	DSL at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$185.37
145	07/05/2022	DSL at 7005	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$139.32
145	07/05/2022	Elevator at 6900	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$78.26
146	07/05/2022	FIOS	Verizon	Verizon - Albany	4190 - SUNDRY	\$34.95
146	07/22/2022	Pipe Repairs at 400	C J Vanderbeck &	C J Vanderbeck &	4420 - MATERIALS	\$4,699.44
147	07/22/2022	Phone Charges	Dbk Chian Enterpri	Dbk Chian Enterp	4430 - CONTRACT COSTS	\$401.21
147	07/22/2022	IT Services	Dbk Chian Enterpri	Dbk Chian Enterp	4430 - CONTRACT COSTS	\$1,480.00
148	07/22/2022	General Counsel for the Month of June 2	DECOTIIS	DECOTIIS	4130 - LEGAL	\$4,000.00
149	07/22/2022	Tree work: Removal of desired branches	Jarrold & Sons Lan	Jarrold & Sons La	4430 - CONTRACT COSTS	\$1,400.00
149	07/22/2022	Landscaping Services	Jarrold & Sons Lan	Jarrold & Sons La	4430 - CONTRACT COSTS	\$1,029.13
150	07/22/2022	Block Party for all Residents	Met Fresh Superm	Met Fresh Super	4196 - TENANT SERVICES	\$1,766.48
151	07/22/2022	Pest Elimination Regular Monthly Service	RW Pest Control	RW Pest Control	4430 - CONTRACT COSTS	\$984.00
152	07/22/2022	Service at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$78.78
153	07/22/2022	Cell phone for Maintenance and cleaning	Verizon	Verizon - Newark	4190 - SUNDRY	\$670.52
154	07/25/2022	Landscaping Services	Jarrold & Sons Lan	Jarrold & Sons La	4430 - CONTRACT COSTS	\$1,029.13
155	07/25/2022	Fire Alarm Inspection at 7005	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$705.00
155	07/25/2022	Fire Alarm Inspection at 6900	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$705.00
155	07/25/2022	Fire Alarm Inspection at 400	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$685.00

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Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
155	07/25/2022	Fire Alarm Inspection at 136	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$795.00
156	07/25/2022	Boiler Hot Water Treatment at 7005	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$61.02
156	07/25/2022	Boiler Hot Water Treatment at 136	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$63.55
156	07/25/2022	Boiler Hot Water Treatment at 400	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$101.80
156	07/25/2022	Boiler Hot Water Treatment at 136	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$116.90
157	07/25/2022	Elevator at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$128.76
157	07/25/2022	Fire Alarm at 7005	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$127.32
157	07/25/2022	Elevator at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$40.92
157	07/25/2022	Boiler Room at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$40.25
157	07/25/2022	Fire Alarm at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$84.82
157	07/25/2022	Elevator at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$40.92
158	07/25/2022	Internet at 6900	Verizon	Verizon - Albany	4190 - SUNDRY	\$139.67
159	08/04/2022	Air duct and vents deep cleaning and sa	A.S.A.P Air Duct &	A.S.A.P Air Duct	4430 - CONTRACT COSTS	\$4,350.00
160	08/04/2022	Supplies for Block Party	Amazon.Com Serv	Amazon.Com Ser	4196 - TENANT SERVICES	\$323.75
161	08/04/2022	Social Media Administration	FEM INTERNATIO	FEM INTERNATI	4190 - SUNDRY	\$100.00
162	08/04/2022	Phone Reimbursement	Fundora Monica	Fundora Monica	4190 - SUNDRY	\$175.00
163	08/04/2022	Maintenance Materials	HD Supply Facilitie	HD Supply Faciliti	4420 - MATERIALS	\$216.00
163	08/04/2022	Maintenance Materials	HD Supply Facilitie	HD Supply Faciliti	4420 - MATERIALS	\$36.78
164	08/04/2022	Paint	Israel Paint & Hard	Israel Paint & Har	4420 - MATERIALS	\$386.21
164	08/04/2022	Paint	Israel Paint & Hard	Israel Paint & Har	4420 - MATERIALS	\$374.79
165	08/04/2022	Remove and replaced Electrical arm at 7	Lombardy	Lombardy	4430 - CONTRACT COSTS	\$985.00
166	08/04/2022	Villamil Arnulfo	NTN - Philadelphia	NTN - Philadelphi	4430 - CONTRACT COSTS	\$16.00
167	08/04/2022	AC for Community Room at 7005	P.C. RICHARD &	P.C. RICHARD &	4420 - MATERIALS	\$3,197.88
168	08/04/2022	Accounting Services for the PHA Progra	Peter J. Polcari CP	Peter J. Polcari C	4170 - ACCOUNTING	\$2,750.00
168	08/04/2022	Accounting Services for the Section 8 Pr	Peter J. Polcari CP	Peter J. Polcari C	4170 - ACCOUNTING	\$1,600.00
169	08/04/2022	Phone Reimbursement	Ruddys Andrade	Ruddys Andrade	4190 - SUNDRY	\$300.00
170	08/04/2022	Security System at 7005	Securitas Electroni	Securitas Electron	4430 - CONTRACT COSTS	\$459.68
171	08/04/2022	DSL at 7005	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$141.91
171	08/04/2022	Elevator at 6900	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$122.54
171	08/04/2022	DSL at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$109.99
172	08/04/2022	FIOS	Verizon	Verizon - Albany	4190 - SUNDRY	\$34.95
172	08/04/2022	Fios TV at 6900	Verizon	Verizon - Albany	4190 - SUNDRY	\$165.60
173	08/08/2022	Cleaning Supplies	HD Supply Facilitie	HD Supply Faciliti	4190 - SUNDRY	\$94.84
173	08/08/2022	Cleaning Supplies	HD Supply Facilitie	HD Supply Faciliti	4190 - SUNDRY	\$104.12
173	08/08/2022	Cleaning Supplies	HD Supply Facilitie	HD Supply Faciliti	4190 - SUNDRY	\$164.90
174	08/08/2022	Service call at 136	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$520.00
174	08/08/2022	Alarms Monthly Service	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$200.00
175	08/08/2022	Monthly Maintenance for the month of Ju	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$258.33
175	08/08/2022	Monthly Maintenance for the month of Ju	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$516.66
175	08/08/2022	Monthly Maintenance for the month of Ju	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$516.66
175	08/08/2022	Monthly Maintenance for the month of Ju	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$258.33
176	08/08/2022	Boiler Hot Water Treatment at 136	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$63.55
176	08/08/2022	Boiler Hot Water Treatment at 7005	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$61.02
176	08/08/2022	Boiler Hot Water Treatment at 136	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$116.90
176	08/08/2022	Boiler Hot Water Treatment at 400	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$101.80
177	08/09/2022	Installation of Cameras for all buildings	Gridless Power	Gridless Power	1400.501.1200 - CAPITAL FU	\$43,618.90
178	08/17/2022	Phone Charges	Dbk Chian Enterpri	Dbk Chian Enterp	4430 - CONTRACT COSTS	\$402.16
178	08/17/2022	Installation of Cameras in all buildings	Dbk Chian Enterpri	Dbk Chian Enterp	1400.501.1200 - CAPITAL FU	\$20,530.00
179	08/17/2022	General Counsel for the Month of June 2	DECOTIIS	DECOTIIS	4130 - LEGAL	\$4,000.00
180	08/17/2022	Norton Door Closer	Elite Lock Service	Elite Lock Service	4430 - CONTRACT COSTS	\$335.00

Guttenberg Housing Authority

Paid Transactions Report

Filter Criteria Includes: 1) Program: Public Housing, 2) Period To: 8/1/2022, 3) Period From: 7/1/2022, 4) Account(s): All, 5) Component: Vendor Accounting

Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
180	08/17/2022	Mortise Cylinder for 7005	Elite Lock Service	Elite Lock Service	4430 - CONTRACT COSTS	\$95.00
181	08/17/2022	Cleaning Supplies	HD Supply Facilitie	HD Supply Faciliti	4190 - SUNDRY	\$28.84
182	08/17/2022	Paint	Israel Paint & Hard	Israel Paint & Har	4420 - MATERIALS	\$170.87
182	08/17/2022	Paint	Israel Paint & Hard	Israel Paint & Har	4420 - MATERIALS	\$90.33
183	08/17/2022	Landscaping Services	Jarrold & Sons Lan	Jarrold & Sons La	4430 - CONTRACT COSTS	\$1,029.13
184	08/17/2022	Breakfast and cake - training	Julio A. Pena	Julio A. Pena	4420 - MATERIALS	\$158.77
185	08/17/2022	Alarms Monthly Service	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$200.00
186	08/17/2022	AC for Community Room at 7005	P.C. RICHARD &	P.C. RICHARD &	4420 - MATERIALS	\$3,197.88
186	08/17/2022	Stoves	P.C. RICHARD &	P.C. RICHARD &	4420 - MATERIALS	\$1,246.94
187	08/17/2022	Recycle Bags, Compactor Trash and Offi	Pabco Industries	Pabco Industries	4420 - MATERIALS	\$1,187.00
188	08/17/2022	Treatment for bed bugs	RW Pest Control	RW Pest Control	4430 - CONTRACT COSTS	\$600.00
188	08/17/2022	Pest Elimination Regular Monthly Service	RW Pest Control	RW Pest Control	4430 - CONTRACT COSTS	\$984.00
189	08/17/2022	Spring Water for 7005	Silver Spring Wate	Silver Spring Wat	4190 - SUNDRY	\$45.50
190	08/17/2022	Service at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$40.91
191	08/17/2022	Cell phone for Maintenance and cleaning	Verizon	Verizon - Newark	4190 - SUNDRY	\$1,101.43
192	08/22/2022	IT Services	Dbk Chian Enterpri	Dbk Chian Enterp	4430 - CONTRACT COSTS	\$1,480.00
193	08/31/2022	Replace failed heat detectors at 136	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$1,103.00
194	08/31/2022	Model Admission & Cont. Policy Revision	Nan Mckay & Asso	Nan Mckay & Ass	4190 - SUNDRY	\$478.00
194	08/31/2022	PH Master Book Revision Service	Nan Mckay & Asso	Nan Mckay & Ass	4190 - SUNDRY	\$239.00
195	08/31/2022	Stoves	P.C. RICHARD &	P.C. RICHARD &	4420 - MATERIALS	\$535.47
196	08/31/2022	Security System at 7005	Securitas Electroni	Securitas Electron	4430 - CONTRACT COSTS	\$459.68
197	08/31/2022	Monthly Maintenance for the month of Ju	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$258.33
197	08/31/2022	Monthly Maintenance for the month of Ju	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$516.66
197	08/31/2022	Monthly Maintenance for the month of Ju	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$516.66
197	08/31/2022	Monthly Maintenance for the month of Ju	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$258.33
198	08/31/2022	Elevator at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$128.76
198	08/31/2022	Elevator at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$128.76
198	08/31/2022	Fire Alarm at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$84.84
198	08/31/2022	DSL at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$109.99
198	08/31/2022	Boiler Room at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$44.52
198	08/31/2022	Elevator at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$40.92
198	08/31/2022	Elevator at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$40.92
198	08/31/2022	Fire Alarm at 7005	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$128.76
199	08/31/2022	Internet at 6900	Verizon	Verizon - Albany	4190 - SUNDRY	\$149.00
199	08/31/2022	Fios TV at 6900	Verizon	Verizon - Albany	4190 - SUNDRY	\$180.60
199	08/31/2022	FIOS	Verizon	Verizon - Albany	4190 - SUNDRY	\$34.95
2771	07/05/2022	4th of July Exterior Decorations at 400 6	DE MIER DESIGN	DE MIER DESIG	4190 - SUNDRY	\$550.00
2772	07/05/2022	Repair Materials	E.W. Berger & Bro	E.W. Berger & Br	4420 - MATERIALS	\$977.95
2773	07/05/2022	Generator Inspection at 400	Foley, Inc.	Foley, Inc.	4430 - CONTRACT COSTS	\$335.78
2773	07/05/2022	Generator Inspection at 6900	Foley, Inc.	Foley, Inc.	4430 - CONTRACT COSTS	\$335.78
2773	07/05/2022	Generator Inspection at 7005	Foley, Inc.	Foley, Inc.	4430 - CONTRACT COSTS	\$335.78
2774	07/05/2022	Maintenance Materials for all buildings	Lowes, Account R	Lowes, Account R	4420 - MATERIALS	\$219.31
2775	07/05/2022	Food for BBQ's - All buildings	Met Fresh Superm	Met Fresh Super	4196 - TENANT SERVICES	\$1,295.89
2776	07/05/2022	Office Supplies	Staples Business	Staples Business	4190 - SUNDRY	\$1,211.40
2777	07/05/2022	Fuel for Van	Town Of Guttenber	Town Of Guttenbe	4190 - SUNDRY	\$168.65
2778	07/14/2022	Violinist for Housing Party	Dasary Hernandez	Dasary Hernande	4190 - SUNDRY	\$220.00
2779	07/14/2022	Peanuts Service for Section 8 families -	Erwin Monreal	Monreal, Erwin	4190 - SUNDRY	\$500.00
2780	07/14/2022	BBQ DJ	Ezequiel Gonzalez	Gonzalez, Ezequi	4190 - SUNDRY	\$500.00
2781	07/19/2022	Open New General Fund Account	Guttenberg Housin	Guttenberg Housi	4190 - SUNDRY	\$215,000.00
2782	07/22/2022	Door Panel Main Office	ADTSecurity Syste	ADTSecurity Syst	4430 - CONTRACT COSTS	\$81.15

Guttenberg Housing Authority

Paid Transactions Report

Filter Criteria Includes: 1) Program: Public Housing, 2) Period To: 8/1/2022, 3) Period From: 7/1/2022, 4) Account(s): All, 5) Component: Vendor Accounting

Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
2783	07/22/2022	Fire Pump Repair at 6900	City Fire Equipmen	City Fire Equipme	4430 - CONTRACT COSTS	\$4,936.00
2784	07/22/2022	Heating Sensors	Grainger	Grainger	4420 - MATERIALS	\$56.16
2785	07/22/2022	Maintenance Materials for all buildings	Home Depot Credit	Home Depot Cred	4420 - MATERIALS	\$12,653.91
2786	07/22/2022	Office Furniture	Indiana Furniture	Indiana Furniture	1400.501.1200 - CAPITAL FU	\$13,105.95
2786	07/22/2022	Office Furniture	Indiana Furniture	Indiana Furniture	1400.501.1200 - CAPITAL FU	\$5,281.69
2787	07/22/2022	Materials for wall Repair	Israel Paint & Hard	Israel Paint & Har	4420 - MATERIALS	\$84.96
2788	07/22/2022	Copier System	Leaf	Leaf	4430 - CONTRACT COSTS	\$310.00
2789	07/22/2022	Ice Cream for Block Party	Luciano G. Amado	Amador, Luciano	4196 - TENANT SERVICES	\$100.00
2790	07/22/2022	Ice cream for Block Party	Maria D Espinosa	Espinosa, Maria D	4196 - TENANT SERVICES	\$1,535.00
2791	07/22/2022	Annual Testing for the Smoke Guard	Modernfold/Styles	Modernfold/Styles	4430 - CONTRACT COSTS	\$1,552.00
2792	07/22/2022	Sewer Charges at 7005	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$8,530.61
2792	07/22/2022	Sewer Charges at 6900 & 136	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$17,127.46
2792	07/22/2022	Sewer Charges at 400	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$7,073.27
2793	07/22/2022	Meter Refill	Pitney Bowes Purc	Pitney Bowes Pur	4430 - CONTRACT COSTS	\$335.62
2794	07/22/2022	Multi Lock	S W Lock	S W Lock	4420 - MATERIALS	\$30.00
2795	07/25/2022	Dental Plan	Horizon Blue Cros	Horizon Blue Cros	4540 - EMPLOYEE BENEFITS	\$600.28
2796	07/25/2022	Office Furniture	Indiana Furniture	Indiana Furniture	1400.501.1200 - CAPITAL FU	\$7,917.65
2797	07/25/2022	Paint	Israel Paint & Hard	Israel Paint & Har	4420 - MATERIALS	\$169.95
2798	07/25/2022	Vision Paln	Vision Service Pla	Vision Service Pla	4540 - EMPLOYEE BENEFITS	\$256.98
2799	08/04/2022	Misc Items for Office	Esther Garcia	Garcia , Esther	4190 - SUNDRY	\$552.30
2800	08/04/2022	Color Copies	Interactive	Interactive	4190 - SUNDRY	\$575.96
2800	08/04/2022	Color Copies April 2022	Interactive	Interactive	4190 - SUNDRY	\$120.23
2801	08/04/2022	Revision Service Public Housing Master	Nan Mckay & Asso	Nan Mckay & Ass	4190 - SUNDRY	\$239.00
2802	08/04/2022	NJLM Magazine Subscriptions	NJLM	NJLM	4140 - STAFF TRAINING	\$25.00
2803	08/04/2022	Office Supplies	Staples Business	Staples Business	4190 - SUNDRY	\$460.97
2804	08/04/2022	QPA Services	Town Of Guttenber	Town Of Guttenbe	4195.3 - QPA SERVICES	\$3,750.00
2804	08/04/2022	Inspector Services	Town Of Guttenber	Town Of Guttenbe	4195.4 - INSPECTOR SERVIC	\$6,500.00
2804	08/04/2022	Fuel for Van	Town Of Guttenber	Town Of Guttenbe	4190 - SUNDRY	\$100.00
2805	08/04/2022	No smoking signs	XITI SIGNS	XITI SIGNS	4190 - SUNDRY	\$800.36
2806	08/08/2022	Door Panel Main Office	ADTSecurity Syste	ADTSecurity Syst	4430 - CONTRACT COSTS	\$161.10
2807	08/08/2022	Materials for Director Office	Julio A. Pena	Julio A. Pena	4420 - MATERIALS	\$203.37
2808	08/09/2022	Petty Cash	Cash	Cash	4190 - SUNDRY	\$103.05
2809	08/09/2022	Annual Maintenance	Packetalk Llc	Packetalk Llc	1400.501.1200 - CAPITAL FU	\$14,000.00
2810	08/09/2022	Replacement of Existing Geared Traction	Remington & Verni	Remington & Ver	1400.501.1210 - CAPITAL FU	\$21,207.90
2810	08/09/2022	Replacement of Existing Geared Traction	Remington & Verni	Remington & Ver	1400.501.1210 - CAPITAL FU	\$50,110.00
2811	08/09/2022	Water Charges at 7005	Veolia Water New	Veolia Water New	4310 - WATER	\$2,293.04
2812	08/10/2022	Water Charges at 6900 & 136	Veolia Water New	Veolia Water New	4310 - WATER	\$4,094.67
2812	08/10/2022	Water Charges at 400	Veolia Water New	Veolia Water New	4310 - WATER	\$1,944.12
2813	08/17/2022	Repair Materials	E.W. Berger & Bro	E.W. Berger & Br	4420 - MATERIALS	\$56.66
2814	08/17/2022	Meter Refill	Pitney Bowes Purc	Pitney Bowes Pur	4430 - CONTRACT COSTS	\$6.02
2815	08/31/2022	Dental Plan	Horizon Blue Cros	Horizon Blue Cros	4540 - EMPLOYEE BENEFITS	\$660.36
2816	08/31/2022	Copier System	Leaf	Leaf	4430 - CONTRACT COSTS	\$310.00
2817	08/31/2022	Repair rear parking lot door at 7005	Mackenzie Automa	Mackenzie Autom	4190 - SUNDRY	\$1,993.00
2818	08/31/2022	Annual Conference	NJAHRA	NJAHRA	1400.501.1200 - CAPITAL FU	\$450.00
2819	08/31/2022	Sewer Charges at 6900 & 136	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$19,719.15
2819	08/31/2022	Sewer Charges at 7005	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$8,490.01
2819	08/31/2022	Sewer Charges at 400	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$7,222.89
2820	08/31/2022	Leasing Charges for Mailing Machine	Pitney Bowes	Pitney Bowes	4430 - CONTRACT COSTS	\$514.26
2821	08/31/2022	Cleaning Supplies	PURESAN	PURESAN	4190 - SUNDRY	\$143.22

Guttenberg Housing Authority

Paid Transactions Report

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Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
2822	08/31/2022	Vision Palm	Vision Service Pla	Vision Service Pla	4540 - EMPLOYEE BENEFITS	\$256.98

Total: \$584,173.28

Summary by Account

General Ledger Account	Amount
Component: Vendor	
4320 - ELECTRICITY	\$0.00
4330 - GAS	\$0.00
4140 - STAFF TRAINING	\$25.00
4190 - SUNDRY	\$231,292.32
4420 - MATERIALS	\$29,984.48
4170 - ACCOUNTING	\$8,700.00
4430 - CONTRACT COSTS	\$36,408.45
4130 - LEGAL	\$8,000.00
4196 - TENANT SERVICES	\$5,021.12
1400.501.1200 - CAPITAL FUND PROGRAM 2020	\$104,904.19
4390 - OTHER UTILITIES	\$68,163.39
4540 - EMPLOYEE BENEFITS	\$1,774.60
4195.3 - QPA SERVICES	\$3,750.00
4195.4 - INSPECTOR SERVICES	\$6,500.00
1400.501.1210 - CAPITAL FUND PROGRAM 2021	\$71,317.90
4310 - WATER	\$8,331.83

End of Report

HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG MEETING MINUTES

This regular meeting of the Board of Commissioners was held on July 11, 2022, at 6909 Boulevard East, Guttenberg, New Jersey. The meeting was opened at 5:05p.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, Executive Assistant to the Executive Director Monica Fundora and General Counsel, Francis J. Borin, Esq. of DeCotiis, FitzPatrick, Cole & Giblin, LLP.

PLEDGE OF ALLEGIANCE

EXECUTIVE DIRECTOR'S REPORT:

1. The Executive Director reported the Authority received a Real Estate Assessment Center (REAC) score of 84, increased from the previous score of 44. This is a tremendous accomplishment. He thanked the Authority staff for all of their hard work.
2. The Executive Director received notice of a Senate Appropriation of \$232k which will be made available to the Authority in the form of grant funds.
3. The Executive Director reported that the parking arm is missing in the parking lot at 7005 Boulevard East and that a car was stolen off the parking lot. This is the third time replacing the parking arm. The video surveillance system at building was down at the time the car was stolen. The pending grant will provide funds for upgrades to the camera system and a new parking arm is on order.
4. The Executive Director reported that the engineering firm is finalizing the design for the elevator upgrade project. The Executive Director has requested a firm timeline of this project.
5. The Executive Director reported that the block party is this coming Saturday and they are anticipating 500 people in attendance.

6. The Executive Director asked the Commissioners if they wished to consider cancelling the August Board Meeting.

MOTION TO CANCEL THE AUGUST BOARD MEETING:

A motion was made to cancel the August 8, 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	2	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA	1	X			
BLANCA POPIEL		X			
LUZ TORRES		X			

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	2	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The motion is adopted.

APPROVAL OF MINUTES:

A motion was made to approve the minutes of the June 6, 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	1	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA	2	X			

BLANCA POPIEL		X			
LUZ TORRES		X			

The motion is adopted.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

RESOLUTIONS:

None.

PUBLIC COMMENT:

None.

ADJOURNMENT:

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

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

The meeting was adjourned at 5:27 p.m.

Ruddys E. Andrade, Executive Director/Secretary

Linda Habermann-Ward, Chairperson



GUTTENBERG HOUSING

SECTION 8

It's that time of year!

Please join us for a night of
networking.

Meet and Greet

**October 5th. FROM
5-8. AT
RUMBA CUBANA
6909 JFK BLV. EAST
GUTTENBERG NJ.**

RSVP BY SEPTEMBER 22ND TO
mfundora@guttenbergha.org

Or

lrivarola@guttenbergha.org