



# **Housing Authority of the City of Perth Amboy**

881 AMBOY AVENUE, P.O. BOX 390, PERTH AMBOY, NJ 08862

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EDNA DOROTHY CARTY-DANIEL, Chairperson  
REVEREND GREGORY PABON, Vice-Chairman  
MIGUEL A. AROCHO  
SHIRLEY JONES  
REVEREND H. WAYNE BRADY  
PASTOR BERNADETTE FALCON-LOPEZ  
DAVID BENYOLA

DOUGLAS G. DZEMA, P.H.M.  
Executive Director

EDWARD TESTINO  
Counsel

**THE MINUTES OF THE REGULAR MONTHLY MEETING  
OF  
THE BOARD OF COMMISSIONERS  
OF  
THE HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY**

**Tuesday, March 15, 2016**

**12:30 p.m.**

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Tuesday, March 15, 2016 @ 12:30 p.m. at William A. Dunlap Homes complex, main Administrative Building, conference room located at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

<Moment of Silence.>

<Pledge of Allegiance.>

The meeting was called to order by Chairperson Carty-Daniel and statement read as to proper notification of the meeting given in accordance with the Open Public Meeting Act Law as follows:

“Adequate Notice has been made as to the time, place, and date of the meeting and as to the nature of business to be discussed being the general business of the Authority.”

Upon roll call, those present and absent were as follows:

Present:	Chairperson	Edna Dorothy Carty-Daniel
	Commissioner	Miguel A. Arocho
	Commissioner	Shirley Jones
	Commissioner	Reverend H. Wayne Brady
	Commissioner	David Benyola
Excused:	Vice-Chairman	Gregory Pabon
	Commissioner	Pastor Bernadette Falcon-Lopez

The Chairperson declared said quorum present.

On the motion of Commissioner Arocho, which motion was seconded by Commissioner Jones, the Board concurred to approve the Minutes of the Regular Board Meeting of February 9, 2016, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Shirley Jones, Reverend H. Wayne Brady.

Nay: None

Abstain: David Benyola

< No Reports of Committee.>

<No Public Discussion of Agenda Topics.>

The following resolution was introduced by Commissioner Brady, read in full and considered:

**RESOLUTION # 3177-16**

**TO APPROVE THE ADOPTION OF THE 2016/2017 PERTH AMBOY HOUSING AUTHORITY BUDGET**

**WHEREAS**, the Annual Budget and Capital Budget for the Perth Amboy Housing Authority for the fiscal year beginning April 1, 2016 and ending March 31, 2017 has been presented for adoption before the Members of the Perth Amboy Housing Authority at its open public meeting of March 8, 2016; and

**WHEREAS**, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$15,496,280, Total Appropriations, including any Accumulated Deficit, if any, of \$15,686,960 and Total Unrestricted Net Position utilized of \$190,680; and

**WHEREAS**, the Capital Budget is presented for adoption reflects Total Capital Appropriations of \$5,210,197 and Total Unrestricted Net Position planned to be utilized of \$0; and

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Housing Authority of the City of Perth Amboy, at an open public meeting held on March 15, 2016 that the Annual Budget and Capital Budget/Program of the Housing Authority of the City of Perth Amboy for the fiscal year beginning April 1, 2016 and, ending March 31, 2017 is hereby adopted and shall constitute appropriations for the purposes stated, and

**BE IT FURTHER RESOLVED**, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenues and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Commissioner Arocho moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Benyola. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Shirley Jones, Reverend H. Wayne Brady and Pastor Bernadette Falcon-Lopez.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Commissioner Arocho, read in full and considered:

**RESOLUTION # 3178-16**

**TO APPROVE AUTHORIZING THE EXTENSION OF THE CONTRACT FOR PEST CONTROL SERVICES**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the "Authority") requires pest control services for its various housing development sites; and

**WHEREAS**, a Contract for these services has been awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. to Anchor Pest Control on April 1, 2014 for a one-year term ending April 13, 2015 and subsequently renewed through April 13, 2016; and

**WHEREAS**, the original contract documents provided for the renewal of the contract for two one-year periods provided that all terms remain the same and that both parties are in agreement; and

**WHEREAS**, Anchor has performed satisfactorily over the past two years and has proven to be a competent and reliable contractor; and

**WHEREAS**, sufficient funds are available from the Authority's operating funds to pay for the required services; and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Authority as follows:

The Authority approves the extension of the contract to April 13, 2017 for pest control services with Anchor Pest Control at the following monthly costs: Dunlap Homes, \$175.00; Otlowski Gardens, \$27.50; Stack Apartments, \$52.50; Hansen Apartments, \$115.00; Sofield Gardens, \$19.75; Dzema Gardens, \$21.75. Bed bug services shall be performed at the following costs: 1BR, \$75.00; 2BR, \$95.00; 3BR, \$105.00; 4BR, \$115.00 and 5BR, \$125.00.

Commissioner Jones moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Brady. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Shirley Jones, Reverend H. Wayne Brady and Pastor Bernadette Falcon-Lopez.

Nay: None

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

On the motion of Commissioner Benyola, which motion was seconded by Commissioner Arocho, the Board concurred to approve the March Bill List and communication, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Miguel A. Arocho, Shirley Jones, Reverend H. Wayne Brady and Pastor Bernadette Falcon-Lopez.

Nay: None

### Update on Redevelopment Activities

- The Residences at Willow Pond Village – status report reviewed.
- Application process with HUD for disposition of Delaney Homes has begun.

### Report on PARTNER

- Habitat for Humanity - Douglas Dzema, Executive Director spoke to the City Attorney and Business Administrator regarding a contract to purchase the 400 Lawrie Street property.
- Douglas Dzema, Executive Director updated the Board on the Gateway Neighborhood Collaborative.
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### PUBLIC SESSION

- No comment from the public.

### UNFINISHED BUSINESS – None reported.

### NEW BUSINESS – None reported.

### REPORT OF THE ATTORNEY – None reported.

### REPORT OF THE EXECUTIVE DIRECTOR

Douglas Dzema, Executive Director updated the Board on the following:

- Capital Fund Report presented.
- RAD Update – working with Susan Lenz, Financial Consultant on the Financial Plan/Tax Credits.
- HMFA – cap on 4% tax credits may delay RAD deal to 2017.
- Staff meeting scheduled on April 23, 2016 to inform staff of status of budgets, pensions, health benefits and staffing, etc.
- Continuing to work RAD deals with Keansburg and Highlands PHA's.

### REPORT OF THE CHAIRPERSON

E. Dorothy Carty-Daniel, Chairperson attended recent City Council meeting.

On the motion of Commissioner Arocho, which motion was seconded by Commissioner Benyola, the Board concurred to adjourn the meeting.

Respectfully submitted by:



Douglas G. Dzema, PHM  
Executive Director and Secretary