



Housing Authority of the City of Perth Amboy

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

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**

**Wednesday, October 22, 2014
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 Wednesday, October 22, 2014 at Dunlap Homes complex, Administrative Office Building, Ed Scott Resource Center 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
	Vice-Chairman	Miguel A. Arocho (arrived late)
	Commissioner	Shirley Jones
	Commissioner	Reverend H. Wayne Brady
	Commissioner	Reverend Gregory Pabon
	Commissioner	Pastor Bernadette Falcon-Lopez

The Chairperson declared said quorum present.

On the motion of Commissioner Pabon, which motion was seconded by Commissioner Jones, the Board concurred to accept the resignation with regret of Fernando A. Gonzalez, as Commissioner of the Board of Commissioners of the Housing Authority of the City of Perth Amboy. Upon roll call, the following vote was carried:

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

Nay: None

On the motion of Commissioner Pabon, which motion was seconded by Commissioner Jones, the Board concurred to approve the Minutes of the Regular Board Meeting of September 9, 2014, as presented. Upon roll call, the following vote was carried:

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

Nay: None

On the motion of Commissioner Jones, which motion was seconded by Commissioner Pabon, the Board concurred to approve the Minutes of the Executive Session of September 9, 2014, as presented.. Upon roll call, the following vote was carried:

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

Nay: None

< The Board was introduced to Mr. Albert Anikwe, Public Housing Inspector.>

Reports of Committee

<None reported.>

No public discussion of Agenda topics.

< Presentation from Richard Larsen of Fallon & Larsen, LLP on the Fiscal Audit. >

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

RESOLUTION # 3106-A

TO APPROVE THE FISCAL AUDIT FOR FISCAL YEAR ENDING MARCH 31, 2014

WHEREAS, N.J.S.A. 40A: 5A-15 requires the governing body of each local authority to conduct an annual audit of its accounts; and

WHEREAS, the annual report for the fiscal year ended March 31, 2014, has been completed and filed with the State of New Jersey – Department of Community Affairs pursuant to N.J.S.A. 40A: 5A-15; and

WHEREAS, N.J.S.A. 40A: 5A-17 requires the governing body of each authority to, within forty-five (45) days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally received the annual audit report, and specifically, the second of the audit report entitled “Schedule of Findings and Questioned Costs”, and had evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit and have specifically reviewed the sections of the audit report entitled “Schedule of Findings and Questioned Costs” in accordance with N.J.S.A. 40A:5A-17; and

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Housing Authority of the City of Perth Amboy hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the section of the audit report entitled "Schedule of Findings and Questioned Costs", and had evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE, IT FURTHER RESOLVED, that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board, the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

Commissioner Pabon 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, Shirley Jones, Reverend H. Wayne Brady, Reverend Gregory Pabon 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 Falcon-Lopez, read in full and considered:

RESOLUTION # 3107-A

TO RATIFY THE HIRING OF A PUBLIC HOUSING INSPECTOR

WHEREAS, that Authority has hired Mr. Albert Anikwe for the position of Public Housing Inspector at a salary of \$55,000 pending successful completion of his pre-employment physical;

WHEREAS, he began employment on October 14, 2014; and

WHEREAS, Mr. Anikwe is a licensed architect and has received his degree from NJIT, and operated his own home inspection and architectural company; and

WHEREAS, Mr. Anikwe has waived his medical benefits and will receive an annual stipend of \$5,000 in place of these benefits. His pension enrollment will begin no later than January 1, 2015 pursuant to the Authority's personnel policy; and

WHEREAS, he will remain in a probationary position for the first 6 months of employment;

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the City of Perth Amboy ratifies the hiring of Mr. Albert Anikwe for the position of Public Housing Inspector, as presented.

Commissioner Pabon 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, Shirley Jones, Reverend H. Wayne Brady, Reverend Gregory Pabon 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 Falcon-Lopez, read in full and considered:

RESOLUTION # 3108-A

TO APPROVE THE REVISION OF PAYMENT STANDARDS – SECTION 8- REVISED IMPLEMENTATION DATE.

WHEREAS, in September the Board approved the payment standards to be effective October 1, 2014 for new admissions and December 1, 2014 for all recertifications. Upon further review it was determined the new payment standards must go into effect October 1, 2014 for both new admissions and recertifications. This change was necessary to ensure that the Authority's payment standards in use during October and November 2014 did not fall below 90% of the new 2015 FMRs which were effective October 1, 2014. If the Authority did not change the payment standards for those participants recertifying in October and November 2014, the payment standards in effect at that time (based on 2014 FMRs) would have been below 90% of the new 2015 FMRs;

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves the revision of payment standards – Section 8 – revised implementation date, as presented.

Commissioner Pabon 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, Shirley Jones, Reverend H. Wayne Brady, Reverend Gregory Pabon 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 Pabon, read in full and considered:

RESOLUTION # 3109-A

TO APPROVE AN AWARD OF CONTRACT FOR RIGHT TO KNOW COMPLIANCE SERVICES

WHEREAS, the Authority received two proposals in response to the Request for Proposal; and

WHEREAS, the following evaluation was reviewed by the Board:

<i>Contractor</i>	<i>Experience of Firm</i>	<i>Qualifications Of Individuals</i>	<i>Work plan</i>	<i>Price</i>	<i>Total points</i>	<i>Total Cost</i>
Rullo & Juillet	20	20	20	40	100	\$4,725
Coastal	20	20	20	35	95	\$5,215

WHEREAS, the price indicated is the total for the two year period;

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves an award of contract for Right to Know Compliance Services to Rullo & Juillet for a total cost of \$4,725, as presented.

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

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

Nay: None

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

<Vice-Chairman Arocho arrives to meeting.>

On the motion of Commissioner Jones which motion was seconded by Commissioner Brady, the Board concurred to approve the November Bill List and communications, as presented. Upon roll call, the following vote was carried:

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

Nay: None

Update on Redevelopment Activities.

- Demolition and site work are underway for the construction of the 70 units at Willow Pond.

Report on PARTNER.

- A Gateway Neighborhood Collaborative Strategic Implementation Plan for an additional grant from Wells Fargo has been submitted.
- Habitat for Humanity project is underway.

PUBLIC SESSION

<No comment from the public.>

UNFINISHED BUSINESS

- No unfinished business reported.

NEW BUSINESS

- No new business presented.

REPORT OF THE ATTORNEY

- No attorney report presented.

REPORT OF THE EXECUTIVE DIRECTOR

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

- Food Bank for the Seniors
- Capital Fund Report
- Tom Furlong's Report -- Information request on Board

CHAIRPERSON'S REPORT

- Contacted by Asbury Park Chairperson regarding a HUD requested training.

On the motion of Vice-Chairman Arocho, which motion was seconded by Chairperson Carty-Daniel, the Board concurred to close the general session of this meeting and move to Executive Session to discuss real estate proposals and negotiations and an update on the Willow Pond Redevelopment project. Upon roll call, the following vote was carried:

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

Nay: None

On the motion of Vice-Chairman Arocho, which motion was seconded by Commissioner Jones, the Board concurred to close Executive Session and move back to the general session of this meeting. Upon roll call, the following vote was carried:

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

Nay: None

On the motion of Vice-Chairman Arocho, which motion was seconded by Commissioner Jones, the Board concurred to adjourn the meeting.

Respectfully submitted by:



Douglas G. Dzema, PHM
Executive Director and Secretary