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

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EDNA DOROTHY CARTY-DANIEL, Chairperson DOUGLAS G. DZEMA, P.H.M.

FERNANDO A. GONZALEZ, Vice-Chairman Executive Director

MIGUEL A. AROCHO

DAVID BENYOLA EDWARD TESTINO

GREGORY PABON Counsel

WILFREDO SOTO

DIANE CRAWFORD

**THE MINUTES OF THE REGULAR MONTHLY MEETING**

**OF**

**THE BOARD OF COMMISSIONERS**

**OF**

**THE HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY**

**WEDNESDAY, MAY 8th, 2024 @ 5:15 PM**

**Virtual ZOOM and In-Person Board Meeting**

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Wednesday, May 8th, 2024 @ 5:15 pm through a virtual ZOOM conference and in-person at the Housing Authority’s Resource Center located at 881 Amboy Avenue, Perth Amboy, New Jersey.

<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 and with State and HUD mandated COVID-19 statements and in conformation with the emergency guidelines under the Department of Community Affairs, 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 Fernando A. Gonzalez

Commissioner Miguel Arocho

Commissioner David Benyola

Commissioner Gregory Pabon

Commissioner Wilfredo Soto

Commissioner Diane Crawford

The Chairperson declared said quorum present.

On the motion of Commissioner Crawford, which motion was seconded by Vice-Chairman Gonzalez, the Board concurred to approve the Minutes of the Regular Monthly Board Meeting of March 13th, 2024, as presented. Upon roll call, the following vote was carried:

VOTE:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BOARD MEMBER** | **YES** | **NO** | **ABSTAIN** | **ABSENT** |
| Chairperson Edna Dorothy Carty-Daniel | X |  |  |  |
| Vice Chairperson Fernando A. Gonzalez | X |  |  |  |
| Commissioner Miguel A. Arocho | X |  |  |  |
| Commissioner David Benyola | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |
| Commissioner Diane Crawford | X |  |  |  |

Reports of Committee. – None reported.

Discussion of Agenda Topics.

Resolutions:

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

**RESOLUTION NO. 3463-24**

 **Resolution authorizing the renewal of the contract**

**FOR painting services**

**with balanikas painting through march 31, 2026**

 **WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) from time to time requires the painting of apartments for apartment turnovers at its public housing sites; and

 **WHEREAS,** the Contract was awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq. to Balanikas Painting for a two-year period, renewable for one additional two-year period at the agreement of both parties; and

 **WHEREAS,** Balanikas Painting performed satisfactorily for 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.

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

The Authority approves the renewal of the contract with Balanikas Painting for the as needed painting services at the Authority’s various housing development sites at the agreed upon rates through March 31, 2026

***MOVED/SECONDED:***

**Resolution moved by \_ Vice-Chairman Gonzalez\_\_\_\_\_\_\_\_\_**

**Resolution seconded by \_\_\_\_\_Commissioner Soto\_\_\_\_\_\_\_\_\_\_\_\_\_**

VOTE:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BOARD MEMBER** | **YES** | **NO** | **ABSTAIN** | **ABSENT** |
| Chairperson Edna Dorothy Carty-Daniel | X |  |  |  |
| Vice Chairperson Fernando A. Gonzalez | X |  |  |  |
| Commissioner Miguel A. Arocho | X |  |  |  |
| Commissioner David Benyola | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |
| Commissioner Diane Crawford | X |  |  |  |

The Chairperson thereupon declared such resolution has been approved.

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

**RESOLUTION NO. 3464-24**

**Resolution AUTHORIZING THE RENEWAL OF THE CONTRACT**

**FOR LAWN MOWING AND LEAF RAKING SERVICES for the 2024 season**

 **WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) requires lawn mowing and leaf raking services at its various housing development sites; and

 **WHEREAS,** the Contract was awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq. to G & J Landscaping & Construction, LLC for a period of one year, renewable for two additional years at the same terms; and

 **WHEREAS,** the contractor has performed satisfactorily over the past one year; and

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

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

 The Authority authorizes the renewal of the contract for the 2024 landscaping season with G & J Landscaping & Construction, LLC for the lawn mowing and leaf raking services at the Authority’s various housing development sites for a per-service cost, for all sites, of $3,925.00 for lawn mowing, and a per- service cost, for all sites, of $5,200.00 for leaf raking at all sites.

***MOVED/SECONDED:***

**Resolution moved by \_ Vice-Chairman Gonzalez\_\_\_\_\_\_\_\_\_**

**Resolution seconded by \_\_\_\_\_Commissioner Soto\_\_\_\_\_\_\_\_\_\_\_\_\_**

VOTE:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BOARD MEMBER** | **YES** | **NO** | **ABSTAIN** | **ABSENT** |
| Chairperson Edna Dorothy Carty-Daniel | X |  |  |  |
| Vice Chairperson Fernando A. Gonzalez | X |  |  |  |
| Commissioner Miguel A. Arocho | X |  |  |  |
| Commissioner David Benyola | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |
| Commissioner Diane Crawford | X |  |  |  |

The Chairperson thereupon declared such resolution has been approved.

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

**RESOLUTION NO. 3465-24**

**Resolution AWARDING THE CONTRACT FOR the 2024 LANDSCAPE MAINTENANCE SERVICES TO G&J PROPERTY MAINTENANCE LLC FOR $38,000.00**

 **WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) requires landscape maintenance services at its various housing development sites; and

 **WHEREAS,** the Contract is to be awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

 **WHEREAS,** the Authority solicited proposals for a one-year service contract for such services through public advertisement in The Home News Tribune on 3/19/24 & 3/26/24 and posted the same on the Authority’s website and received proposals until April 2, 2024; and

 **WHEREAS**, G&J Property Maintenance, LLC of Perth Amboy, New Jersey submitted the proposal which proposed price was advantageous to the Authority, and which proposal conformed to all requirements; and

 **WHEREAS,** G&J performed landscaping services for the Authority in the past 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;

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

 The Authority ratifies the award of the contract to G&J Property Maintenance, LLC for the landscape maintenance services at the Authority’s various housing development sites for a total cost of Thirty-Eight Thousand dollars and no cents ($38,000.00) for the 2024 landscaping season.

***MOVED/SECONDED:***

**Resolution moved by \_ Vice-Chairman Gonzalez\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Resolution seconded by \_\_\_\_\_Commissioner Soto\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

VOTE:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BOARD MEMBER** | **YES** | **NO** | **ABSTAIN** | **ABSENT** |
| Chairperson Edna Dorothy Carty-Daniel | X |  |  |  |
| Vice Chairperson Fernando A. Gonzalez | X |  |  |  |
| Commissioner Miguel A. Arocho | X |  |  |  |
| Commissioner David Benyola | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |
| Commissioner Diane Crawford | X |  |  |  |

The Chairperson thereupon declared such resolution has been approved.

On the motion of Commissioner Crawford, which motion was seconded by Vice-Chairman Gonzalez, the Board concurred to ratify the April 2024 and approve the May 2024 Bill List and Communications, as presented. Upon roll call, the following vote was carried:

VOTE:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BOARD MEMBER** | **YES** | **NO** | **ABSTAIN** | **ABSENT** |
| Chairperson Edna Dorothy Carty-Daniel | X |  |  |  |
| Vice Chairperson Fernando A. Gonzalez | X |  |  |  |
| Commissioner Miguel A. Arocho | X |  |  |  |
| Commissioner David Benyola | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |
| Commissioner Diane Crawford | X |  |  |  |

On the motion of Commissioner Crawford, which motion was seconded by Vice- Chairman Gonzalez, the Board concurred to ratify the April 2024 and approve the May 2024 PARTNER payment of expenses incurred through Dunlap RAD and Hansen RAD, as presented. Upon roll call, the following vote was carried:

VOTE:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BOARD MEMBER** | **YES** | **NO** | **ABSTAIN** | **ABSENT** |
| Chairperson Edna Dorothy Carty-Daniel | X |  |  |  |
| Vice Chairperson Fernando A. Gonzalez | X |  |  |  |
| Commissioner Miguel A. Arocho | X |  |  |  |
| Commissioner David Benyola | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |
| Commissioner Diane Crawford | X |  |  |  |

UPDATE ON PARTNER

Douglas Dzema, Executive Director informed the Board that PARTNER and the City of Perth Amboy will be having a Groundbreaking Ceremony on the Pearl Place property in Perth Amboy on Thursday, June 13, 2024 at 11:00 am and Habitat for Humanity has scheduled a Women’s Build Week from May 6 through May 10th at the Inslee Street/Garretson Avenue property site.

PUBLIC SESSION

 (3) active Housing Authority waiting list applicants (Luz Torres, Luz Arvelo and Dorothy Lima) inquired on their respective statuses.

UNFINISHED BUSINESS – None reported.

NEW BUSINESS – None reported.

REPORT OF THE ATTORNEY – None reported.

REPORT OF THE SECRETARY-TREASURER (Executive Director)

 Kristi Penta Duffy updated the Board on HOTMA.

Douglas Dzema, Executive Director informed the Board of the following:

* + Kristi Penta Duffy retiring next year and succession planning has begun.
	+ State of the City is scheduled for May 16th, 6:30 pm at Perth Amboy High School.

REPORT OF THE CHAIRPERSON – None reported.

 On the motion of Commissioner Crawford, which motion was seconded by Commissioner Soto, the Board concurred to reconvene the meeting at Porcini’s in Highlands, New Jersey.

Respectfully submitted by,

 Douglas G. Dzema

 Douglas G. Dzema

 Executive Director/Secretary