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

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

DAVID BENYOLA, Vice-Chairman Executive Director

MIGUEL A. AROCHO

FERNANDO A. GONZALEZ 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**

**FRIDAY, NOVEMBER 17th, 2023 - 1:00 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 Friday, November 17th, 2023 @ 1:00 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: Commissioner Edna Dorothy Carty-Daniel

 Vice-Chairman David Benyola

Commissioner Fernando A. Gonzalez

Commissioner Gregory Pabon

Commissioner Diane Crawford

Excused: Commissioner Miguel A. Arocho

Commissioner Wilfredo Soto

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Crawford, the Board concurred to approve the Minutes of the Regular Monthly Board Meeting of October 12th, 2023, 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 David Benyola |  |  |  | X |
| Commissioner Miguel A. Arocho | X |  |  |  |
| Commissioner Fernando A. Gonzalez | X |  |  |  |
| Commissioner Gregory Pabon |  |  |  | X |
| Commissioner Wilfredo Soto | X |  |  |  |
| Commissioner Diane Crawford | X |  |  |  |

Reports of Committee.

 Fernando Gonzalez, Committee-Chairman for the Commissioners’ Personnel Committee reported to the Board the results of the Executive Directors’ most recent evaluation and recommendation for approval of the Executive Director’s Employment Contract.

Discussion of Agenda Topics.

Resolutions:

The following resolution was introduced by Vice-Chairman Benyola, read in full and considered:

**RESOLUTION NO. 3453-23**

**Resolution authorizing the Sale of 2015 ford expedition xlt 4WD**

 **WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) owns a vehicle that is no longer necessary for the use of the Authority; and

 **WHEREAS,** the sale was awarded through an online bidding website (Govdeal.com) on 11/15/2023; and

 **WHEREAS**, Kevin Butler of Mount Pleasant, South Carolina responded and offered the highest reasonable bid of $10,805.00; and

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

 The Authority approves the sale of a 2015 Ford Expedition XLT 4WD (vin 1FMJU1JT2FEF43350) to Kevin Butler of Mount Pleasant, SC for the sale price of $10,805.00

***MOVED/SECONDED:*Resolution moved by \_\_\_\_\_Commissioner Pabon\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Resolution seconded by \_\_\_Commissioner Crawford\_\_\_\_\_\_\_\_\_\_\_**

**VOTE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Board Member** | **Yes** | **No** | **Abstain** | **Absent** |
| **Chairperson Edna Dorothy Carty-Daniel** | **X** |  |  |  |
| **Vice Chairperson David Benyola** | **X** |  |  |  |
| **Commissioner Miguel A. Arocho** |  |  |  | **X** |
| **Commissioner Fernando A. Gonzalez** | **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. 3454-23**

**Resolution APPOINTING A FUND COMMISSIOMER**

**WHEREAS,** the Housing Authority of the City of Perth Amboy (member) is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

**WHEREAS,** the bylaws of said Fund require that each member Housing Authority appoint a FUND COMMISSIONER to represent and serve the Authority as its' representative to said Fund; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Board of Commissioners of the Housing Authority of the City of Perth Amboy does hereby appoint Douglas G. Dzema as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2024.

***MOVED/SECONDED:*Resolution moved by \_\_\_\_\_Commissioner Pabon\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Resolution seconded by \_\_\_Vice-Chairman Benyola\_\_\_\_\_\_\_\_\_\_\_**

**VOTE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Board Member** | **Yes** | **No** | **Abstain** | **Absent** |
| **Chairperson Edna Dorothy Carty-Daniel** | **X** |  |  |  |
| **Vice Chairperson David Benyola** | **X** |  |  |  |
| **Commissioner Miguel A. Arocho** |  |  |  | **X** |
| **Commissioner Fernando A. Gonzalez** | **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 Gonzalez, read in full and considered:

**RESOLUTION NO. 3455-23**

***TO APPROVE THE CONTRACT FOR THE EXECUTIVE DIRECTOR***

***WHEREAS,*** the Executive Director’s employment contract was approved for the term of January 1, 2024 to December 31, 2029; and

 ***NOW, THEREFORE BE IT RESOLVED,*** the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves the Executive Director’s contract, as presented.

***MOVED/SECONDED:*Resolution moved by \_\_\_\_\_\_Commissioner Crawford\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Resolution seconded by \_\_\_\_Vice-Chairman Benyola\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VOTE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Board Member** | **Yes** | **No** | **Abstain** | **Absent** |
| **Chairperson Edna Dorothy Carty-Daniel** | **X** |  |  |  |
| **Vice Chairperson David Benyola** | **X** |  |  |  |
| **Commissioner Miguel A. Arocho** |  |  |  | **X** |
| **Commissioner Fernando A. Gonzalez** | **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 Vice-Chairman Benyola, which motion was seconded by Commissioner Pabon, the Board concurred to approve the November 2023 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 David Benyola** | **X** |  |  |  |
| **Commissioner Miguel A. Arocho** |  |  |  | **X** |
| **Commissioner Fernando A. Gonzalez** | **X** |  |  |  |
| **Commissioner Gregory Pabon** | **X** |  |  |  |
| **Commissioner Wilfredo Soto** |  |  |  | **X** |
| **Commissioner Diane Crawford** | **X** |  |  |  |

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Pabon, the Board concurred to approve the November 2023 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 David Benyola** | **X** |  |  |  |
| **Commissioner Miguel A. Arocho** |  |  |  | **X** |
| **Commissioner Fernando A. Gonzalez** | **X** |  |  |  |
| **Commissioner Gregory Pabon** | **X** |  |  |  |
| **Commissioner Wilfredo Soto** |  |  |  | **X** |
| **Commissioner Diane Crawford** | **X** |  |  |  |

PUBLIC SESSION

* No comment from the public.

UNFINISHED BUSINESS – None reported.

NEW BUSINESS – None reported.

REPORT OF THE ATTORNEY

 Landlord/Tenancy matters – One eviction pending.

REPORT OF THE SECRETARY-TREASURER (Executive Director)

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

* Victor Tavarez of PARTNER-Gateway Neighborhood Collaborative is working on identifying funds for NRTC contribution.
* Habitat for Humanity Veteran kick-off ceremony took place at Inslee Street property on 11/6/2023.
* NJ/NAHRO conference in Atlantic City – Major discussion topics were HOTMAS and INSPIRE HUD programs.
* Staff holiday get-together scheduled on 12/8/2023 at Bowlero.
* Housing Authority’s Service Presentation to City Council scheduled for 11/20/2023 at 5:00 pm.
* Next Board Meeting schedule for Thursday, December 7, 2023 @ 5:00 pm.

REPORT OF THE CHAIRPERSON.

 Discussion took place on ION battery operated equipment and possible insurance coverage, as well additional addendum to Residents’ Dwelling Lease.

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Gonzalez, the Board concurred to adjourn.

Respectfully submitted by,

 Douglas G. Dzema

 Douglas G. Dzema

 Executive Director/Secretary