­­­ **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

SHIRLEY JONES

FERNANDO A. GONZALEZ EDWARD TESTINO

GREGORY PABON Counsel

WILFREDO SOTO

**THE MINUTES OF THE REGULAR MONTHLY MEETING**

**OF**

**THE BOARD OF COMMISSIONERS**

**OF**

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

**WEDNESDAY, AUGUST 10TH, 2022**

**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 Wednesday, August 10th, 2022 @ 1:00 pm through a virtual ZOOM conference and in-person at the Housing Authority’s main office conference room 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 David Benyola

Commissioner Miguel A. Arocho

 Commissioner Shirley Jones

Commissioner Fernando A. Gonzalez

 Commissioner Gregory Pabon

Commissioner Wilfredo Soto

The Chairperson declared said quorum present.

On the motion of Commissioner Gonzalez, which motion was seconded by Commissioner Pabon, the Board concurred to approve the Minutes of the Regular Monthly Board Meeting of June 15, 2022, 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 Shirley Jones | X |  |  |  |
| Commissioner Fernando A. Gonzalez | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |

Reports of Committee – None reported.

Discussion of Agenda Topics- None reported.

Resolutions:

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

**RESOLUTION NO. 3423-22**

**Resolution ratifying THE AWARD of the contract for general legal services with edward testino, llc through june 30, 2023**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) needs to retain a legal professional to provide as needed General Legal Services commencing July 1, 2022 through June 30, 2023; 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 period commencing July 1, 2022 with an option to renew for one additional one-year period; and

**WHEREAS**, Edward Testino, LLC of Matawan, New Jersey submitted the proposal which price was advantageous to the Authority, and which proposal conformed to all requirements; and

**WHEREAS,** Edward Testino, LLC has performed services for the Authority in the past and has proven to be a competent and reliable attorney; 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:

Ratify the award of the professional services contract to provide general legal services to the firm of Edward Testino, LLC of Matawan, NJ for an annual retainer fee of $13,200.00 for a one-year period commencing July 1, 2022 with the option to renew for one additional year commencing July 1, 2023 for an annual retainer fee of $14,400.00.

***MOVED/SECONDED:***

**Resolution moved by \_\_\_\_\_\_\_Commissioner Gonzalez\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

VOTE:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Board Member | Yes | No | Abstain | Absent |
| Chairperson Edna Dorothy Carty-Daniel | X |  |  |  |
| Vice Chairperson David Benyola | X |  |  |  |
| Commissioner Miguel A. Arocho | X |  |  |  |
| Commissioner Shirley Jones | X |  |  |  |
| Commissioner Fernando A. Gonzalez | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |

The Chairperson thereupon declared such resolution has been approved.

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Jones, the Board concurred to ratify the July 2022 Bill List and Communications and approve the August 2022 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 Shirley Jones | X |  |  |  |
| Commissioner Fernando A. Gonzalez | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Jones, the Board concurred to ratify the July 2022 PARTNER payment of expenses incurred through Dunlap RAD and Hansen RAD and approve the August 2022 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 Shirley Jones | X |  |  |  |
| Commissioner Fernando A. Gonzalez | X |  |  |  |
| Commissioner Gregory Pabon | X |  |  |  |
| Commissioner Wilfredo Soto | X |  |  |  |

Discussion took place, in reference to updated information on COVID-19 CDC guidelines – status quo – no new developments.

The Board was updated on the PARTNER/Property Acquisitions for the Habitat for Humanity projects, the Gateway Neighborhood Collaboration, Housing Authority/PARTNER Upcoming Workshops/Events, and the Family Self-Sufficiency/Homeownership Program activities. In addition, two new employees were hired recently – one for the Maintenance Department and the other for the Section 8 Office.

PUBLIC SESSION

* No comment from the public.

UNFINISHED BUSINESS – None reported.

NEW BUSINESS – None reported.

REPORT OF THE ATTORNEY – None reported.

REPORT OF THE SECRETARY-TREASURER (Executive Director)

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

1. FEMA $ funding received for Senior Security at 6 -4/6-5 buildings.
2. Willow Pond property – School next door – SDA planting hedge row to hide the dividing wall.
3. PHA/Ingerman – removal of fence and lights – will be installing additional fence and lighting.
4. Updating our Family Self-Sufficiency Action Plan for PARTNER approval.
5. Next Board meeting scheduled for September 14th @ 1:00 pm.

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

Respectfully submitted by,

 Douglas G. Dzema

 Douglas G. Dzema

 Executive Director/Secretary