 **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**

**WEDNESDAY, MARCH 15TH, 2023 - 1:10 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, March 15th, 2023 @ 1:10 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 Douglas Dzema, Executive Director 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 Miguel A. Arocho

 Commissioner Gregory Pabon

Commissioner Wilfredo Soto

Commissioner Diane Crawford

Excused: Vice-Chairman David Benyola

Absent: Chairperson Edna Dorothy Carty-Daniel

Commissioner Fernando Gonzalez

The Executive Director declared said quorum present.

On the motion of Commissioner Pabon, which motion was seconded by Commissioner Crawford, the Board concurred to approve the Minutes of the Regular Monthly Board Meeting of February 15th, 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 – None reported.

Discussion of Agenda Topics and Public Hearing for the Housing Authority Budget.

Resolutions:

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

**RESOLUTION NO. 3439-23**

**TO ADOPT THE HOUSING AUTHORITY BUDGET**

**FOR FISCAL YEAR BEGINNING APRIL 1, 2023 TO MARCH 31, 2024**

**WHEREAS,** the Annual Budget and Capital Budget/Program for the Perth Amboy Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024 has been presented for adoption before the governing body of the Perth Amboy Housing Authority at its open public meeting of March 15, 2023; 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 presented for adoption reflects Total Revenues of $24,991 ,820.00, Total Appropriations, including any Accumulated Deficit, if any, of $24,908,072.00, and Total Unrestricted Net Position utilized of $0.00; and

**WHEREAS,** the Capital Budget as presented for adoption reflect Total Capital Appropriations of $0.00 and Total Unrestricted Net Position Utilized of $0.00; and

**NOW, THEREFORE BE IT RESOLVED,** by the governing body of the Perth Amboy Housing Authority at an open public meeting held on March 15, 2023 that the Annual Budget and Capital Budget/Program of the Perth Amboy Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024 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 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.

***MOVED/SECONDED:***

**Resolution moved by \_\_\_\_\_\_\_Commissioner Crawford\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**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 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 Pabon, read in full and considered:

**RESOLUTION NO. 3440-23**

**TO AWARD THE CONTRACT FOR ELECTRICAL REPAIR SERVICES**

**WHEREAS,** the Housing Authority of the City of Perth Amboy (the "Authority") from time to time requires as needed electrical repairs at its public housing 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 two-year service contract through public advertisement in The Home News Tribune on 2/22/23 & 3/1/23, posted the same on the Authority's website and received proposals until March 7, 2023; and

**WHEREAS,** PLV Electric, LLC of Freehold, New Jersey submitted the proposal which price was the most advantageous to the Authority, and which proposal conformed to all requirements; and

**WHEREAS,** the contractor has performed services for other Authorities 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 awards the contract to PLV Electric, LLC for the as needed electrical repairs at its public housing sites the proposed hourly labor rates of $75.00 / standard hour and $95.00 / premium hour from March 1, 2023 — February 28, 2025.

 ***MOVED/SECONDED:***

**Resolution moved by \_\_\_\_\_\_\_Commissioner Crawford\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**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 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 Commissioner Crawford, which motion was seconded by Commissioner Soto, the Board concurred to approve the March 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 Commissioner Crawford, which motion was seconded by Commissioner Soto, the Board concurred to approve the Soto 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 |  |  |  |

The Board was updated on the PARTNER/Property Acquisitions for the Habitat for Humanity projects, the Gateway Neighborhood Collaboration and to mark their calendars for Thursday, April 27th @ 10:00 am for the Groundbreaking of the Habitat for Humanity/PARTNER Inslee/Garretson Homes – preparations are in progress.

PUBLIC SESSION

* No comment from the public.

UNFINISHED BUSINESS – None reported.

NEW BUSINESS – None reported.

REPORT OF THE ATTORNEY

 Tenancy matters have returned to in-person court.

REPORT OF THE SECRETARY-TREASURER (Executive Director)

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

* Supervisors and staff will be taking virtual courses on “Preventing Workplace Violence” and Cybersecurity in the near future.

REPORT OF THE CHAIRPERSON – None reported.

On the motion of Commissioner Crawford, which motion was seconded by Commissioner Soto, the Board concurred to adjourn.

Respectfully submitted by,

 Douglas G. Dzema

 Douglas G. Dzema

 Executive Director/Secretary