



Housing Authority of the City of Perth Amboy

881 AMBOY AVENUE, P.O. BOX 390, PERTH AMBOY, NJ 08862

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EDNA DOROTHY CARTY-DANIEL, Chairperson
DAVID BENYOLA, Vice-Chairman
REVEREND GREGORY PABON
MIGUEL A. AROCHO
SHIRLEY JONES
PASTOR BERNADETTE FALCON-LOPEZ
JOHN C. ANAGNOSTIS

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**

**Tuesday, January 14, 2020
12:30 PM**

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Tuesday, January 14, 2020 @ 12:30 PM at the Dunlap Homes complex, main Administrative Office, conference room 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
	Commissioner	Reverend Gregory Pabon
	Commissioner	Shirley Jones
	Commissioner	Pastor Bernadette Falcon-Lopez
	Commissioner	John C. Anagnostis
Excused:	Vice-Chairman	David Benyola
	Commissioner	Miguel A. Arocho

The Chairperson declared said quorum present.

On the motion of Commissioner Falcon-Lopez, which motion was seconded by Commissioner Jones, the Board concurred to approve the Minutes of the Regular Monthly Meeting of December 19, 2019, 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 Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

Reports of Committee – None reported.

No Public Discussion of Agenda Topics

Resolutions:

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

RESOLUTION NO. _3337-20_

TO APPROVE THE INTRODUCTION OF THE HOUSING AUTHORITY BUDGET FOR YEAR 2020-2021.

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of the City of Perth Amboy for the fiscal year beginning 4/1/2020 and ending 3/31/2021 has been presented before the governing body of the Housing Authority of the City of Perth Amboy at its open public meeting of 1/14/2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$20,660,430, Total Appropriations, including any Accumulated Deficit if any, of \$20,573,470 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation of terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2 does not confer any authorization to raise or expend funds, rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Housing Authority of the City of Perth Amboy, at an open public meeting on 1/14/2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Housing Authority of the City of Perth Amboy for the fiscal year beginning 4/1/2020 and ending, 3/31/2021 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provision as stipulated in the said Housing Authority’s outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Housing Authority of the City of Perth Amboy will consider the Annual Budget and Capital Budget/Program for adoption on 3/10/2020.

On the motion of Commissioner Anagnostis, which motion was seconded by Commissioner Pabon, the Board concurred to approve the resolution 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 Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

The Chairperson thereupon declared said resolution was adopted.

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

RESOLUTION NO. _3338-20_

TO APPROVE THE INTERLOCAL AGREEMENTS FOR HIGHLANDS HOUSING AUTHORITY, KEANSBURG HOUSING AUTHORITY AND SAYREVILLE HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Perth Amboy “HACPA” entered into interlocal agreements with the Sayreville, “SHA” Highlands “HHA”, and Keansburg “KHA” Housing Authorities to provide various services including but not limited to management and accounting services; and

WHEREAS, every year the agreement with SHA, HHA, and KHA, are reviewed by their respective Boards to determine if they will renew for an additional year; and

WHEREAS, each respective Board has completed their due diligence and reviewed the contracts to determine if the services rendered are adequate to serve the needs of their authorities; and

WHEREAS, the SHA, HHA, and KHA, have determined that it is in the best interest of their agencies to renew the interlocal agreement for an additional period of time; and

WHEREAS, the HACPA administration has negotiated the services required along with the compensation for those services with the respective PHA's as follows:

SHA-\$175,668 for the calendar year ended 12/31/2020

HHA-\$67,740 for the calendar year ended 12/31/2020-Contract will renew for an additional two years and HACPA will receive a percentage increase commensurate with the increases given to HHA employees

KHA-\$43,200 for the calendar year ended 12/31/2020-Contract was revised to remove management of Granville Towers that was converted to RAD and is now owned by another entity.

And

WHEREAS, the HACPA administration has negotiated the terms and conditions of each interlocal agreement and recommends approval of them to the HACPA Board of Commissioners;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Perth Amboy approval of the attached interlocal agreements with the following:

- 1) Housing Authority of the Borough of Sayreville for a one-year period commencing on January 1st, 2020 at an annual compensation of \$175,668
- 2) Housing Authority of the Borough of Highlands for a three-year period commencing January 1st, 2020 at an annual compensation of \$67,740. HACPA will receive a percentage increase commensurate with the increases given to HHA employees for the years commencing January 1st, 2021 and January 1st, 2022.
- 3) Housing Authority of the Borough of Keansburg for a one-year period commencing on January 1st, 2020 at an annual compensation of \$43,200

FURTHER RESOLVED, approval of the Executive Director to execute the necessary documents to effectuate the interlocal agreements with the Authorities noted above and they will be made part of this resolution.

On the motion of Commissioner Pabon, which motion was seconded by Commissioner Anagnostis, the Board concurred to approve the resolution 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 Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

The Chairperson thereupon declared said resolution was adopted.

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

RESOLUTION NUMBER: 3339-20

TO APPROVE THE DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, the Housing Authority of the City of Perth Amboy is required by law to designate a Public Agency Compliance Officer (P.A.C.O) in accordance with N.J.A.C. 17:27-3.2; and

WHEREAS, the individual designated to serve as the Public Agency Compliance Office will be the point of contact for all matters concerning implementation and administration of the legal requirements of the Equal Employment Opportunity Monitoring Program; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Perth Amboy does hereby designate Douglas G. Dzema as its Public Agency Compliance Officer, as presented.

On the motion of Commissioner Anagnostis, which motion was seconded by Commissioner Jones, the Board concurred to approve the resolution 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 Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

The Chairperson thereupon declared said resolution was adopted.

On the motion of Commissioner Falcon-Lopez, which motion was seconded by Commissioner Anagnostis, the Board concurred to approve the January 2020 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 Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

On the motion of Commissioner Falcon-Lopez, which motion was seconded by Commissioner Anagnostis, the Board concurred to approve the recommendation for the January 2020 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 Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

Report on PARTNER

- Budget preparation for the next 3 full years in process.
- Gateway Neighborhood Site Visit with Wells Fargo scheduled for February 6th.
- Waiting on Habitat for Humanity Executive Director selection to be announced.

PUBLIC SESSION

- No comment from the public.

UNFINISHED BUSINESS – None reported.

NEW BUSINESS – None reported.

REPORT OF THE ATTORNEY – None reported.

REPORT OF THE EXECUTIVE DIRECTOR

- Douglas Dzema commented to the Board on the following:
- o HUD Secretary – Ben Carson is leaving at the end of the year.
 - o Next Board Meeting scheduled for February 18, 2020.

On the motion of Commissioner Anagnostis, which motion was seconded by Commissioner Falcon-Lopez, the Board concurred to reconvene the Board Meeting.

Respectfully submitted by,

Douglas G. Dzema

Douglas G. Dzema
Executive Director/Secretary