

MINUTES

RESCHEDULED REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG HELD IN THE CONFERENCE ROOM AT 6900 BROADWAY, GUTTENBERG, NEW JERSEY ON WEDNESDAY, MARCH 16, 2016

The Rescheduled monthly Board of Commissioners Meeting was opened at 6:00 p.m. and the Open Public Meeting Act Notice was recited.

Adequate notice of this Meeting of the Board of Commissioners of the Housing Authority of the Town of Guttenberg was given in accordance with Chapter 231 of the Laws of New Jersey by publishing meeting dates in the Jersey Journal and the Bergen Record, and by posting meeting dates at the Guttenberg Town Hall and the main office of the Guttenberg Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093.

ROLL CALL: Commissioners: Habermann, Schwarz, Zitt, Steele, Matulewicz,

PRESENT: Commissioners: Habermann, Schwarz, Zitt, Steele, Matulewicz

ABSENT: Commissioners: Azcue, Tessler

ELECTION OF OFFICERS:

The first order of business was the annual election of officers. The floor was opened to Nominations for the position of Chairperson of the Board of Commissioners. Commissioners Schwarz and Zitt nominated Mayra Azcue for Chairperson. Hearing no other nominations for the position of Chairperson of the Board, the nominations were closed and a roll call vote followed.

Ayes: Commissioners: Schwarz, Habermann, Zitt, Steele, Matulewicz

Nays: none

Abstain: none

The floor was then opened to nominations for the position of Vice Chairperson of the Board of Commissioners. Commissioner Steele nominated Commissioner Schwarz. Hearing no other nominations for the position of Vice-Chair of the Board, the nominations were closed and a roll call vote followed.

Ayes: Commissioners: Schwarz, Habermann, Zitt, Steele, Matulewicz

Nays: none

Abstain: none

PAYMENT OF BILLS:

Attorney Manfredi requested a motion to accept and pay all bills for February 2016. Motion was made by Commissioner Habermann and seconded by Commissioner Steele. The following vote ensued:

Ayes: Commissioners: Schwarz, Habermann, Zitt, Steele, Matulewicz

Nays: none

Abstain: none

Attorney Manfredi requests a motion from the Board to go into closed session at 6:15 p.m. to discuss personnel and attorney client privileged matters. Motion was made and the following vote ensued:

Ayes: Commissioners: Schwarz, Habermann, Zitt, Steele, Matulewicz

Nays: none

Abstain: none

The Board enters into closed Session at 6:16 p.m.

The Board reentered into open session at 6:36 pm by vote of all Commissioners present

THE RESOLUTIONS:

Commissioner Zitt made a motion to table Resolutions, 2016-21, 2016-22, 2016-23, 2016-24, 2016-25, 2016-27, 2016-31, 2016-32 and 2016-33. Commissioner Habermann seconded the motion. The following vote ensued:

Ayes: Commissioners: Schwarz, Habermann, Zitt, Steele

Nays: Commissioner Matulewicz voted not to table Resolution 2016-27.

Abstain: none

Commissioner Zitt made a motion to approve resolutions 2016-26, 2016-28, 2016-29, and 2016-30. Commissioner Habermann seconded the motion. The following vote ensued:

Ayes: Commissioners: Schwarz, Habermann, Zitt, Steele, Matulewicz

Nays: none

Abstain: none

Public Portion:

Mr. Robert DiVincent was present at the Board meeting and took the opportunity to speak in open session. He introduced himself to the Board as the Executive Director of the West New York Housing Authority and indicated he has served as a Public Housing Authority Executive Director for over twenty years and has extensive experience in the field of Public Housing. He shared with the Board that he served as past Interim Executive Director of the Hoboken Housing Authority and in that capacity had twice fixed the agency as it was troubled. He shared with the Board that the West New York Housing Authority, where he serves as the Executive Director could provide Interim Executive Director serves to the Guttenberg Housing Authority pursuant to an Interlocal Services Agreement. He shared with the Board that he would spend one day a week at the GHA and more if needed and would be able to bring not only his expertise but the expertise of his staff at the West New York

Housing Authority to the benefit the GHA. He also shared that he worked with GHA Counsel Mr. Manfredi and had a very good relationship with him and if he were chosen to serve as Interim Director at the GHA he would be able to assimilate into the agency very well. Mr. Manfredi, stated that he served as Special Counsel to the Hoboken Housing Authority when Mr. DiVincent was Interim Executive Director and felt Mr. DiVincent was a highly qualified and experienced Executive Director. Mr. DiVincent then welcomed questions from the Board. Commissioner Matulewicz inquired how his time would be split between the PHAs as he presently is the Executive Director. Mr. DiVincent explained that he is available at all times to the GHA even when not on site; he explained that the GHA would not be hiring him but would be entering into an Interlocal Agreement with the West new York Housing Authority under which West New York would provide Interim Executive Director services. The Board thanked Mr. DiVincent.

ADJOURNMENT:

Commissioner Zitt made a motion to adjourn the meeting at 6:56 pm. All commissioners seconded the motion. The following vote ensued:

Ayes: Commissioners: Schwarz, Habermann, Zitt, Steele, Matulewicz

Nays: none

Abstain: none

The meeting was adjourned at 6:57 p.m.

Housing Authority of The Town of Guttenberg.

RESOLUTION NO. 2016-26

I hereby certify to GSL SAVINGS BANK, Guttenberg, NJ that a meeting of the Board of Directors of The Guttenberg Housing Authority a corporation organized under the laws of the State of New Jersey duly called and held at the office of said corporation, No. _____ in the City of _____ State of New Jersey on the 16 day of March, 2016, the following resolutions were duly adopted and are now in full force and effect:

Resolved, that the funds of this corporation be deposited in GSL SAVINGS BANK, Guttenberg, NJ subject to checks made in the corporate name signed by any _____ of the following officers:
(number)

who are also authorized to make, collect, discount, negotiate, endorse, assign and deposit in the corporate name, all checks, drafts, notes and other negotiable paper payable to or by this corporation, and that all checks of the corporation are signed as aforesaid, including checks drawn to cash or bearer or the individual order of the officer signing said checks, shall be honored and paid by said Bank, without further inquiry, and charged to corporations account, the corporation hereby ratifying and approving all that said Bank may do or cause to be done by virtue thereof.

Resolved, that any three of the following officers of the corporation, to wit:
(number)

_____ are hereby authorized to borrow money and to obtain credit for this corporation from said Bank, GSL SAVINGS BANK, GUTTENBERG, NJ on such terms as may seem to them advisable and to make and deliver notes, drafts, acceptances, agreements and any other obligations of this corporation therefore in form satisfactory to said Bank and as security therefore to pledge and trustee any stocks, bonds, bills receivable, bills of lading, warehouse receipts and any other property of this corporation with full authority to endorse or guarantee the same in the name of this corporation, to execute and deliver all instruments of assignment and transfer and to affix the corporate seal; and also to discount any bills receivable or any other negotiable paper held by this corporation with full authority to endorse same in the name of this corporation.

Resolved, that the secretary of this corporation be and he hereby is authorized to certify to said GSL SAVINGS BANK, Guttenberg, NJ the foregoing resolutions and that the provisions therefore are in conformity without the charter and by-laws of this corporation. That the foregoing powers and authority will continue until written notice of revocation has been delivered to GSL SAVINGS BANK, Guttenberg, NJ.

I further certify that there is no provision in the charter or by-laws of said corporation limiting the power of the board of directors to pass the foregoing resolution and that the same are in conformity with the provisions of said charter and by-laws.

I further certify that the following persons are officers of this corporation in the capacities set opposite their respective names and that the signature set the opposite such names are their signatures.

NAME	OFFICER	SIGNATURE
<u>Maurya Azam</u>	<u>Chairperson</u>	<u>[Signature]</u>
<u>Elsa Schwartz</u>	<u>Vice-Chairperson</u>	<u>[Signature]</u>
<u>Kenneth Tessier</u>	<u>Commissioner</u>	<u>[Signature]</u>
<u>Fatima Becerril</u>	<u>Facilities Service Director</u>	<u>[Signature]</u>
_____	_____	_____
_____	_____	_____

In Witness Whereof, I have hereunto subscribed my signature to this certificate and affixed the seal of this corporation, this 22nd day of March, 2016.

Seal: Fatima S. Becerril _____
(Secretary)

Note: In case the secretary or other recording officer is unauthorized to sign checks, notes, etc., by the above resolution, this certificate must also be signed by a second officer of the corporation.

FATIMA S. BECERRIL
NOTARY PUBLIC OF NEW JERSEY
MY COMMISSION EXPIRES JULY 28, 2019

RESOLUTION 2016-28
Of the
HOUSING AUTHORITY OF THE
TOWN OF GUTTENBERG

**RESOLUTION APPROVING AND AUTHORIZING THE AWARD OF THE
CONTRACT FOR GENERAL LEGAL SERVICES TO MANFREDI & PELLECHIO**

Board Meeting Date: March 16, 2016

Date Adopted: March 16, 2016

WHEREAS, the Housing Authority of the Town of Guttenberg (“Housing Authority”), a public entity organized and existing pursuant to Title 24 of the Code of Federal Regulations, the Department of Housing and Urban Development (“HUD”), and the laws of the State of New Jersey has determined that it is in need of qualified legal counsel to perform general legal services for the upcoming year beginning May 1, 2016; and

WHEREAS, pursuant to such, the Housing Authority published a Request for Proposals (“RFP”) pursuant to New Jersey Local Public Contracts Law, and in particular N.J.S.A. 40A:11-4.5 and N.J.S.A. 40A:11-23, as well as Title 24 of the Code of Federal Regulations; and

WHEREAS, pursuant to the advertisement, the Housing Authority received proposals from three firms by the due date of March 1, 2016 at 10:30 am; and

WHEREAS, following the consideration, the Board of Commissioners has determined that the proposal submitted by Manfredi & Pellechio, located at 50 Harrison Street, Suite 209, Hoboken, New Jersey 07030, was fully responsive, meets all of the needs and requirements of the Housing Authority, is the most advantageous proposal to the Housing Authority, cost and other factors considered, and therefore should be awarded the contract to provide the required general legal services for the proposed not-to-exceed amount of \$30,000.00 at a rate of \$150.00 per hour for a term of one (1) year; and

WHEREAS, the contract is being awarded pursuant to a “fair and open” process in accordance with N.J.S.A. 19:44A-20.5; and

WHEREAS, the Housing Authority has certified that sufficient funds have been appropriated for the above-mentioned services;

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the Town of Guttenberg hereby approves and authorizes the award of the contract for general legal services to Manfredi & Pellechio, as described both in this resolution as well as in the RFP, and a contract executed in their name, for the consideration of up to a not-to-exceed amount of \$30,000.00 at a rate of \$150.00 per hour for a term of one (1) year beginning May 1, 2016.

Myra Azcue, Vice Chairwoman

RESOLUTION NO. 2016-29

**TO ACCEPT AWARD OF THE 501-16 CAPITAL FUND PROGRAM FOR
THE GUTTENBERG HOUSING AUTHORITY OF THE TOWN OF
GUTTENBERG FOR THE YEAR OF 2016 IN THE AMOUNT OF THREE
HUNDRED EIGHTY FIVE THOUSAND SIX HUNDRED SIXTY 00/100
DOLLARS
(\$385,660.00)
(03/16/2016)**

WHEREAS, it is necessary to accept award of the 501-16 capital fund grant by the Department of Housing and Urban Development (HUD) to the Guttenberg Housing Authority,

WHEREAS, this grant is incorporated with the Annual Plan and the Five Year Plan of the Guttenberg Housing Authority Board of Commissioners in Resolution No. 2016-29,

WHEREAS, such said funds are allocated as per the Annual Plan for the expenditures of all Guttenberg Housing Authority developments (NJ36-1; NJ36-2; NJ36-3 and NJ36-4),

WHEREAS, the Guttenberg Housing Authority was awarded the total amount of Three Hundred Eighty Five Thousand Six Hundred Sixty 00/100 Dollars (\$385,660.00) for the 501-1 grant,

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Town of Guttenberg hereby accepts award of the 501-16 Capital Fund Program grant for renovations and improvements as needed for developments (NJ36-1 and NJ 36-4) in the total amount Three Hundred Eighty Five Thousand Six Hundred Sixty 00/100 Dollars (\$385,660.00).

Mayra Azcue, Vice-Chairperson

RESOLUTION NO. 2016-30

**TO ACCEPT GENERAL DEPOSITARY AGREEMENT BETWEEN THE
GUTTENBERG HOUSING AUTHORITY AND FREEDOM BANK
ACCOUNTS: PRIME EARNER, PAYROLL, SECTION 8 VOUCHER,
GENERAL FUND, and PUBLIC HOUSING SECURITY DEPOSIT.**

(03/16/2016)

WHEREAS, it is necessary for the Guttenberg Housing Authority to renew general depository agreement,

WHEREAS, prior signatures has expired due to expiration of terms,

WHEREAS, the agreement encompasses the following accounts,

Prime Earner	**6029
Payroll	**6037
Section 8 Voucher	**6045
General Fund	**6011
Public Housing Security Deposit	**6052

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Town of Guttenberg hereby accepts the general depository agreement between the Guttenberg Housing Authority and Freedom Bank Accounts: Prime Earner, Payroll, Section 8 Voucher, General Fund and Public Housing Security Deposit.

Mayra Azcue, Vice-Chairperson