

MINUTES

SPECIAL 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 JULY 14, 2016

This Special Meeting of the Board of Commissioners was opened at 6:00 p.m. and the Open Public Meeting Act Noticed 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 the meeting date in the Jersey Journal and the Bergen Record, by posting the meeting date at the Guttenberg Town Hall, and by posting the meeting date on the Bulletin Board at the main office of the Guttenberg Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093.

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

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

ABSENT: Commissioners: Azcue, Tessler

PAYMENT OF BILLS:

A motion was made to accept and pay all bills for June 2016. Motion was made by Commissioner Habermann and seconded by Commissioner Steele. The following vote ensued:

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

Nays: none

Abstain: none

CLOSED SESSION:

A motion was made for the Board to go into closed session at 6:20 p.m. to discuss personnel and attorney client privileged matters. The following vote ensued:

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

Nays: none

Abstain: none

The Board enters into closed Session at 6:20 p.m.

The Board reentered into open session at 7:15 p.m. by vote of all Commissioners present.

THE RESOLUTIONS:

Resolution approving and authorizing the payment of the invoice from APM Management Consulting LLC for the performance of Interim Executive Director Services for the months of May and June in the amount of \$32,000.00

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

Nays: none

Abstain: none

ADJOURNMENT:

Commissioner Zitt made a motion to adjourn the meeting at 7:30 p.m. All commissioners seconded the motion. The following vote ensued:

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

Nays: none

Abstain: none

The meeting was adjourned at 7:30 p.m.

RESOLUTION 2016-

APPROVING AND AUTHORIZING THE PAYMENT OF THE INVOICE FROM APM MANAGEMENT CONSULTING, LLC FOR THE PERFORMANCE OF INTERIM EXECUTIVE DIRECTOR SERVICES FOR THE MONTHS OF MAY AND JUNE IN THE AMOUNT OF THIRTY-TWO THOUSAND DOLLARS (\$32,000.00)

Board Meeting Date: July 14, 2016

Date Adopted: July 14, 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 a payment is owed to APM Management Consulting, LLC for Interim Executive Director services; and

WHEREAS, specifically, the Housing Authority publicly advertised and issued a Request for Proposals ("RFP") for a consulting company to provide Interim Executive Director Services for the Housing Authority; and

WHEREAS, in accordance with that RFP, the Housing Authority awarded a contract to APM Management Consulting, LLC to perform such services for a 6 month period at a rate of \$4,000 per week; and

WHEREAS, APM Management Consulting, LLC submitted an invoice for services performed in the month of May in the amount of \$16,000.00; and

WHEREAS, APM Management Consulting, LLC submitted an invoice for services performed in the month of June in the amount of \$16,000.00; and

WHEREAS, the Board of Commissioners has found that APM Management Consulting, LLC has admirably performed its contractual duties to date to provide Interim Executive Director Services; and

WHEREAS, the Housing Authority has certified that it has available funds to pay for such services; and

WHEREAS, upon review, it is recommended that the Guttenberg Housing Authority issue payment to APM Management Consulting, LLC for Interim Executive Director Services performed in the months of May and June in the total amount of its invoices of \$32,000.00;

NOW THEREFORE,

BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Town of Guttenberg does hereby approve and authorizes the payment of both the May and June invoices from APM Management Consulting, LLC for Interim Executive Director Services performed in the total amount of Thirty-Two Thousand Dollars (\$32,000.00); and

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby authorizes and directs the Chairperson of the Housing Authority of the Town of Guttenberg to take any and all necessary administrative actions to implement this resolution.

Zinnerford Smith, Secretary