

Guttenberg Housing Authority Board of Commissioners

Open Public Meeting Agenda

**Monday, June 6, 2022 at 5:00 p.m.
400 68th Street, Guttenberg, NJ**

1. Call to Order
2. Reading of the Open Public Meetings Act Notice
3. Roll Call
4. Pledge of Allegiance
5. Executive Director's Report
6. Financial Report and Bill List
7. Approval of Minutes

May 9, 2022 Board Meeting

8. Old Business

9. New Business

10. Resolutions

2022-11 Approving and authorizing a three-year employment agreement for the position of Executive Director

11. Public Comment

12. Adjournment

(THE BOARD MAY CONVENE TO CLOSED SESSION DURING THE MEETING)

HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG MEETING MINUTES

This regular meeting of the Board of Commissioners was held on May 9, 2022 at 400 68th. Street, Guttenberg, New Jersey. The meeting was opened at 5:05p.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 the meeting date in the El Especialito and the Bergen Record, by posting the meeting date at the Guttenberg Town Hall, by posting the meeting date on the Bulletin Board at the main office of the Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093 and by posting the meeting date on the official website of the Housing Authority of the Town of Guttenberg.

Following the Pledge of Allegiance, roll call was taken.

ROLL CALL:

X Chairperson Habermann-Ward X Vice Chairperson Montanez X Commissioner Perez
X Commissioner Mantineo X Commissioner Acosta X Commissioner Popiel
X Commissioner Torres

Also attending the meeting were Executive Director Ruddys E. Andrade and General Counsel, Francis J. Borin, Esq. of DeCotiis, FitzPatrick, Cole & Giblin, LLP.

EXECUTIVE DIRECTOR'S REPORT:

1. The Executive Director reports that the GHA has received verbal notification of HUD's REAC Inspections of the GHA properties. The GHA has not yet received the official notice. The Executive Director has met with the GHA's maintenance and cleaning staff in anticipation of these inspections The Executive Director has also met with fire safety contractors and exterminators.
2. The Executive Director reports that the GHA continues to ramp up its grant applications, including: (1) an emergency, non-presidentially declared grant program with HUD, which can hopefully help offset the cost of the elevator upgrades; 2) a safety and security grant for approximately \$250,000 to expand the GHA's cameras and safety systems; and 3) a NJEDA food desert program grant for \$75,000 to outfit a neighborhood food pantry.
3. Executive director reports that the GHA's Section 8 Management Assessment Program (SEMAP) received a "High Mark" in its recent evaluation.

FINANCIAL REPORT / PAYMENT OF BILLS:

A motion was made to approve the Financial Report and to accept and pay all bills. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO	1	X			
REBECCA ACOSTA		X			

BLANCA POPIEL		X			
LUZ TORRES		X			

The motion is adopted.

APPROVAL OF MINUTES:

A motion was made to approve the minutes of the April 4, 2022 Meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			

The motion is adopted.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

RESOLUTIONS:

Resolution 2022-10: Resolution approving and authorizing the award of a contract to Scirocco Group for Risk Management Services.

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO	1	X			
REBECCA ACOSTA	2	X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The resolution is adopted.

PUBLIC COMMENT:

Mary McMiller, 6900 Broadway, Guttenberg, NJ. She has been a resident since 1988. Ms. McMiller raised the following issues:

1. She said the GHA’s staff entered her apartment for an inspection when she was not home and left her cat in a separate room with no food, water or litter. The Executive Director said that he wanted to look into this and then respond to Ms. McMiller.
2. She said the elevator basement button in her building doesn’t work. The Executive Director will look into this.
3. She said there was some confusion regarding the GHA Meeting notices. The Executive Director said this has been corrected.

EXECUTIVE SESSION:

For the purposes of discussing anticipated litigation:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO	1	X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

Motion to return to public session.

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	1	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA	3	X			
BLANCA POPIEL		X			
LUZ TORRES		X			

ADJOURNMENT:

A motion was made to adjourn the meeting. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			

MARISOL MONTANEZ, VICE CHAIR	1	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA	2	X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The meeting was adjourned at 5:35 p.m.

Ruddys E. Andrade, Executive Director/Secretary

Linda Habermann-Ward, Chairperson

**RESOLUTION
of the
HOUSING AUTHORITY OF THE
TOWN OF GUTTENBERG**

Resolution No. 2022-11

**RESOLUTION APPROVING AND AUTHORIZING A THREE-YEAR EMPLOYMENT
AGREEMENT BETWEEN THE HOUSING AUTHORITY AND RUDDYS ANDRADE
FOR THE POSITION OF EXECUTIVE DIRECTOR.**

Date Introduced: June 6, 2022

Date Adopted: June 6, 2022

WHEREAS, the Housing Authority of the Town of Guttenberg (“Housing Authority”), a public entity organized and existing pursuant to the Code of Federal Regulations, the Department of Housing and Urban Development (“HUD”), and the laws of the State of New Jersey, has an obligation to employ on Executive Director for the efficient operation of the agency; and

WHEREAS, Ruddys Andrade currently serves as the Housing Authority’s Executive Director under an employment agreement which expires on August 4, 2022; and

WHEREAS, the Board of Commissioners has found that Mr. Andrade has admirably and effectively performed as the Housing Authority’s Executive Director; and

WHEREAS, pursuant to N.J.S.A. 40A:12-18 and N.J.A.C. 5:44-3.1, the Board of Commissioners also found that Mr. Andrade meets the legal requirements to continue as the Executive Director of the Housing Authority for a term of three (3) years; and

WHEREAS, the Board of Commissioners wishes to enter into a three (3) year employment agreement with Mr. Andrade to secure his continued employment as Executive Director; and

WHEREAS, Mr. Andrade has also expressed a desire to continue to serve as the Housing Authority’s Executive Director and enter into said employment agreement with the Housing Authority; and

WHEREAS, the Housing Authority’s Board of Commissioners has found that it is in the best interest of the Housing Authority and its overall goal of providing quality, affordable housing to its residents to approve and authorize a three (3) year employment agreement between the Housing Authority and Mr. Ruddys Andrade for the position of Executive Director; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the Town of Guttenberg hereby approves and authorizes a three (3) year employment agreement between the Housing Authority and Mr. Ruddys Andrade for the position of Executive Director; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes the Chairperson of the Board to take any and all necessary administrative action to implement this resolution.

COMMISSIONER	MOTION/SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	1	X			
BLANCA POPIEL		X			
REBECCA ACOSTA	2	X			
JOLENE MANTINEO		X			
LUZ TORRES		X			
Dr. GONZALO PEREZ		X			

Linda Habermann-Ward, Chairperson

Ruddys E. Andrade, Secretary