

Guttenberg Housing Authority Board of Commissioners

Open Public Meeting Agenda

November 4, 2024 at 5:00 p.m.

Virtual Meeting

Dial in: 1-571-748-4021 PIN: 883-1595#

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

October 7, 2024 Board Meeting

8. Old Business

9. New Business

10. Resolutions

Resolution 2024-14 Accepting audit report for FY 24

Resolution 2024-15 Authorizing adoption of the provisions of Chapter 48

Resolution 2024-16 Authorizing adoption of provisions of P.L. 1974, C88 (Chapter 88)

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 in-person on October 7, 2024. The meeting was opened at 5:01 p.m. and the Open Public Meetings 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.

A roll call of the Commissioners was taken.

COMMISSIONER	PRESENT	ABSENT
LINDA HABERMANN-WARD, CHAIR	X	
JOLENE MANTINEO, VICE CHAIR	X	
DR. GONZALO PEREZ	X	
BLANCA POPIEL	X	
LUZ TORRES	X	
NANCY RIVERA	X	
JORGE DEARMAS	X	

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

PLEDGE OF ALLEGIANCE

EXECUTIVE DIRECTOR’S REPORT:

1. The Executive Director reported on the award of a contract for flooring replacement at 7005 Boulevard East. It will be a few weeks until the materials arrive and the contractor can begin work. It is anticipated that they will be able to install 2-3 floors per day.
2. The Executive Director reported that painting has begun in the hallways at 7005 Boulevard East. Maintenance staff has been working half days on the painting in order to complete it in time for the new flooring.
3. The Executive Director reported that they are actively working on the elevator issues at 400 68th Street. The engineering work has been completed and they are hoping to start work by next April.
4. The Executive Director reported on the NYCHA cease and desist letter. The Authority logo has been resigned and replaced on the website.

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	1	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			
NANCY RIVERA		X			
JORGE DEARMAS		X			

The motion is adopted.

APPROVAL OF MINUTES:

A motion was made to approve the minutes of the September 9, 2024, meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL		X			
LUZ TORRES		X			
NANCY RIVERA	1	X			
JORGE DEARMAS		X			

The motion is adopted.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

RESOLUTIONS

None.

PUBLIC COMMENT:

None.

ANNOUCEMENTS:

None.

ADJOURNMENT:

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

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL	1	X			
LUZ TORRES		X			
NANCY RIVERA		X			
JORGE DEARMAS		X			

The meeting was adjourned at 5:21 p.m.

Ruddys E. Andrade, Executive Director/Secretary

Linda Habermann-Ward, Chairperson

**HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG
TRANSMITTAL FORM**

LOCAL AUTHORITIES BOARD RESOLUTION

**PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD**

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and WHEREAS, the annual audit report for the fiscal year ended **March 31, 2024** has been completed and filed with the Local Finance Board of the State of New Jersey pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, the Annual Report of Audit for the year ending March 31, 2021 has been filed by a Certified Public Accountant with the pursuant to N.J.S.A 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the **Housing Authority of the Town of Guttenberg** hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended **March 31, 2024**, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON _____

Secretary

Date

RESOLUTION No. 2024-14

**HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG
TRANSMITTAL FORM**

**LOCAL AUTHORITIES
GROUP AFFIDAVIT FORM**

**PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD**

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of Housing Authority of the Town of Guttenberg being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of Housing Authority of the Town of Guttenberg, in the County of Hudson.
2. In performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of our Annual Housing Authority Audit files with the Clerk pursuant to N.J.S.A. 40A:5.6 for the year ending March 31, 2024.
3. We certify, pursuant to N.J.S.A. 40A:SA-17, that we have each reviewed the annual report for the fiscal year ended March 31, 2024 and specifically the section of the audit report entitled "Notes to Financial Statements", "Supplemental Information" and "Findings, General Comments and Recommendations".

NAME	SIGNATURE
<u>LINDA HABERMAN</u>	_____
<u>JOLENE MANTINED</u>	_____
<u>LUZ TORRES</u>	_____
<u>NANCY RIVERA</u>	_____
<u>JORGE DEARMAS</u>	_____
<u>GONZALO PEREZ</u>	_____
<u>BLANCA POPIEL</u>	_____

Sworn to and subscribed before me
this _____ day of _____ 2024

Notary Public of New Jersey

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LIND HABERMANN-WARD, CHAIR	1	X			
JOLENE MANTINEO VICECHAJR		X			
DR. GONZALO PEREZ		X			
NANCY RIVERA	2	X			
JORGE DEARMAS		X			
LUZ TORRES		X			
BLANCA POPIEL		X			

Linda Habermann-Ward, Chairperson

Ruddys E. Andrade, Secretary

**RESOLUTION
of the
GUTTENBERG HOUSING AUTHORITY**

Resolution No. 2024-15

**A RESOLUTION TO ADOPT THE PROVISIONS OF CHAPTER 48
(N.J.S.A. 52:14.17.38) UNDER WHICH A PUBLIC EMPLOYER MAY AGREE
TO PAY FOR THE SHBP AND/OR SEHBP COVERAGE OF CERTAIN RETIREES.**

BE IT RESOLVED:

1. The Guttenberg Housing Authority hereby elects to adopt the provisions of N.J.S.A. 52:14.17.38 and adhere to the rules and regulations promulgated by the State Health Benefits Commission and School Employees' Health Benefits Commission to implement this provision of that law.
2. This resolution affects employees as shown on the attached Chapter 48 Resolution Addendum. It is effective on the 4th day of November 2024.
3. We are aware that adoption of this resolution does not free us of the obligation to pay for post-retirement medical benefits of retirees or employees who qualified for those payments under any *Chapter 88 Resolution* or *Chapter 48 Resolution* adopted previously by the governing body.
4. We agree that this resolution will remain in effect until properly amended or revoked with the SHBP and/or SEHBP. We recognize that, while we remain in the SHBP and/or SEHBP, we are responsible for providing the payment for post-retirement medical coverage as listed in the attached *Chapter 48 Resolution Addendum* for all employees who qualify for this coverage while this resolution is in force.
5. We understand that we are required to provide the New Jersey Division of Pensions & Benefits (NJDPB) complete copies of all contracts, ordinances, and resolutions that detail post-retirement medical payment obligations we undertake. We also recognize that we may be required to provide the NJDPB with information needed to carry out the terms of this resolution.

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LIND HABERMANN-WARD, CHAIR		X			
JOLENE MANTINEO VICECHAIR		X			
DR. GONZALO PEREZ	1	X			
NANCY RIVERA	2	X			
JORGE DEARMAS		X			
LUZ TORRES		X			
BLANCA POPIEL		X			

Linda Habermann-Ward, Chairperson

Ruddys E. Andrade, Secretary

Employee Name	Title
Ruddys Andrade	Executive Director
Jenny Morales	Property Manager
Esther Garcia	PH Facility Occupancy Specialist
Lorena Rivarola	Section 8 Occupancy Specialist
Monica Fundora	Assistant to Executive Director
Julio A. Pena	Maintance Supervisor
Noe A. Amaya	Maintance
Felix Arias	Maintance
Luis Valle	Maintance
Jader Galeano	PH Facility Clerk
Landia Chia	FSS Coordinator

**RESOLUTION
of the
GUTTENBERG HOUSING AUTHORITY**

Resolution No. 2024-16

**RESOLUTION AUTHORIZING ADOPTION OF PROVISIONS OF P.L. 1974, C88
(CHAPTER 88), WITH OR WITHOUT AMENDMENT BY P.L. 1981, c. 436 (CHAPTER
436) TO PERMIT LOCAL PUBLIC EMPLOYERS TO PAY THE PREMIUM CHARGES
FOR CERTAIN ELIGIBLE RETIREES AND THEIR DEPENDENTS AND TO
REIMBURSE MEDICARE PART B PREMIUMS FOR SUCH RETIREES AND THEIR
SPOUSES COVERED BY THE SHBP/SEHBP**

WHEREAS, the Guttenberg Housing Authority (“Housing Authority”), SHBP/SEHBP Employer Location Number: 023097000 hereby elects to adopt the provisions of Chapter 88 and adhere to the rules and regulations promulgated by the State Health Benefits Commission (SHBC) or School Employees’ Health Benefits Commission (SEHBC) to implement the provisions of the law; and

WHEREAS, the Housing Authority hereby acknowledges that the rules and regulations of the SHBC/SEHBC established that Chapter 88:

- a. Apply to all eligible current and future retirees of the employer and their dependents;
- b. Continue as long as the State is paying the cost of its eligible retirees and their dependents in accordance with the provision of P.L. 1972, c.75 (Chapter 75);
- c. Provide for local employer reimbursement of Medicare Part B premiums for eligible retirees and/or their spouses as the payment of health insurance premiums required by the Program on a basis comparable to the reimbursement made by the State to its eligible retirees and their spouses in accordance with the provisions of Chapter 75; and
- d. Require the local employer to pay the full cost of such premiums up to the cost of NJ DIRECT 10 coverage.

WHEREAS, the Housing Authority elects to adopt Chapter 436, which extends the provisions Chapter 88 to surviving spouses of eligible retirees; and

WHEREAS, we hereby agree to pay the premium or periodic charges for the benefits provided to all eligible retired employees and their dependents covered under the program including surviving spouses if we also adopted Chapter 436, if such employees retired from a state or locally administered retirement system, excepting the employees who elected Deferred Retirement but including the employees who retired on Disability Retirement based on fewer years of service credited in such retirement system. We also agree to reimburse such retired employees for their premium charges under Medicare Part B covering the retired employees and spouses in accordance with the regulations of the SHBC or the SEHBC; and

WHEREAS, this resolution shall provide for an effective date not earlier than the first day of the month at least 90 days following the receipt of such resolution by the Health Benefits Bureau in the New Jersey Division of Pensions & Benefits.

NOW THEREFORE, BE IT RESOLVED, the Commissioners of the Housing Authority of the Town of Guttenberg, County of Hudson, State of New Jersey, SHBP/SHEBP Employers Location. Number: 023097000 do hereby elect to adopt the provisions of Chapter 88 and adhere to the rules and regulations promulgated by the State Health Benefits Commission or School Employees' Health Benefits Commission to implement the provisions of the law. We hereby acknowledge that the rules and regulations of the SHBC/SEHBC established that Chapter 88:

- a. Apply to all eligible current and future retirees of the employer and their dependents;
- b. Continue as long as the State is paying the cost of its eligible retirees and their dependents in accordance with the provision of P.L. 1972, c. 75 (Chapter 75);
- c. Provide for local employee reimbursement of Medicare Part B premiums for eligible retirees and/or their spouses as the payment of health insurance premiums required by the Program on a basis comparable to the reimbursement made by the State to its eligible retirees and their spouses in accordance with the provisions of Chapter 75; and
- d. Require the local employer to pay the full cost of such premiums up to the cost of NJ DIRECT 10 coverage.

BE IT FURTHER RESOLVED, the Housing Authority elects to adopt Chapter 436, which extends the provisions of Chapter 88 to surviving spouses of eligible retirees; and

BE IT FURTHER RESOLVED, we hereby agree to pay the premium or periodic charges for the benefits provided to all eligible retired employees and their dependents covered under the program, including surviving spouses if we also adopted Chapter 436, if such employees retired from a State or locally administered retirement system on a benefit based on 25 years or more of service credited in such retirement system, excepting the employees who elected Deferred Retirement but including the employees who retired on Disability Retirement based on fewer years of service credited in such retirement system. We also agree to reimburse such retired employees for their premium charges under Medicare Part B covering the retired employees and spouses in accordance with the regulations of the Commissions; and

BE IT FURTHER RESOLVED, this resolution shall provide for an effective date not earlier than the first day of the month at least 90 days following the receipt of such resolution by the Health Benefits Bureau in the New Jersey Division of Pensions & Benefits.

	MOTION	SECOND	AYE	NAY	ABSTAIN
LINDA HABERMANN-WARD, CHAIR		2	X		
JOLENE MANTINEO, VICE CHAIR			X		
DR. GONZALO PEREZ, COMMISSIONER			X		
BLANCA POPIEL, COMMISSIONER			X		
LUZ TORRES, COMMISSIONER	1		X		
NANCY RIVERA, COMMISSIONER			X		
JORGE DEARMAS, COMMISSIONER			X		

Linda Habermann-Ward, Chairperson

Ruddys E. Andrade, Secretary