

Guttenberg Housing Authority Board of Commissioners

Open Public Meeting Agenda

Wednesday, February 20, 2019 at 6:00 p.m.
400 68th Street, Community Room

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
7. Payment of Bills
8. Approval of Minutes

November 19, 2018 Board meeting minutes

December 17, 2018 Board meeting minutes

January 23, 2019 Board meeting minutes

9. Old Business
10. New Business
11. Resolutions

2019-07: Resolution approving and authorizing the rejection of all responses to the Request for Proposals for emergency medical monitoring services

2019-08: Resolution approving and authorizing the Executive Director to issue Requests for Proposals for professional services

2019-09: Resolution approving and authorizing the Executive Director to issue a Request for Proposals for fire protection equipment testing, inspection, maintenance and repair services

12. Public Comment
13. 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 January 23, 2019 in the Community Room at 7005 Boulevard East, Guttenberg, New Jersey. The 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 the meeting date in the Jersey Journal and the Bergen Record on June 23 and June 25, 2018 by posting the meeting date at the Guttenberg Town Hall on June 23, 2018 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 on June 23

Following the Pledge of Allegiance, roll call was taken.

ROLL CALL:

X Chairperson Zitt X Vice Chairperson Habermann ___ Commissioner Mack
X Commissioner Montanez X Commissioner Robinson
X Commissioner Torres-Munoz X Commissioner Mantineo

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director reported to the Board of Commissioners on the progress of our painting program and new kitchen cabinet project at 6900 Broadway and its scope. The Executive Director discussed the status and possible impact of the government shutdown. There was also a discussion regarding budget processes which carried over into the Financial Report.

FINANCIAL REPORT:

___ The Housing Authority's Fee Accountant, Peter Polcari, presented the annual budget.

2019-01: Resolution approving and authorizing the submission of the annual budget to the New Jersey Department of Community Affairs. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
WAYNE ZITT, CHAIR	1	X			
LINDA HABERMANN, VICE CHAIR	2	X			
JUSTIN MACK					X
MARISOL MONTANEZ		X			
EDWARD ROBINSON		X			
LIZA TORRES-MUNOZ		X			
JOLENE MANTINEO		X			

The Board of Commissioners adopted Resolution 2019-01.

PAYMENT OF BILLS:

A motion was made to accept and pay all bills for December 18, 2018 to January 23, 2019. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
WAYNE ZITT, CHAIR	1	X			
LINDA HABERMANN, VICE CHAIR	2	X			
JUSTIN MACK					X
MARISOL MONTANEZ		X			
EDWARD ROBINSON		X			
LIZA TORRES-MUNOZ		X			
JOLENE MANTINEO		X			

The motion to accept and pay all bills for December 18, 2018 to January 23, 2019 is adopted.

APPROVAL OF MINUTES:

The Board of Commissioners tabled the motion to approve the minutes of the November 19, 2018 meeting and the motion to approve the minutes of the December 17, 2018 meeting.

OLD BUSINESS:

None

NEW BUSINESS:

The Executive Director introduced the slate of resolutions before the Board of Commissioners. The Executive Director noted that Resolution **2019-02**, a resolution approving and authorizing the award of a contract for emergency medical monitoring services, was tabled.

RESOLUTIONS:

2019-03: Resolution approving and authorizing the adoption of a local homeless family with dependents preference for the Public Housing Program and the amendment of the Admissions and Continued Occupancy Policy.

2019-04: Resolution approving and authorizing the adoption of a local homeless family with dependents preference for the Section 8 Housing Choice Voucher Program and the amendment of the Section 8 Administrative Plan.

2019-05: Resolution approving and authorizing the adoption of collateral sources of assistance requirements for the Public Housing Program and the amendment of the Admissions and Continued Occupancy Policy.

2019-06: Resolution approving and authorizing the adoption of collateral sources of assistance requirements for the Section 8 Housing Choice Voucher Program and the amendment of the Section 8 Administrative Plan.

A motion was made to adopt Resolutions 2019-03 through 2019-06. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
WAYNE ZITT, CHAIR	1	X			
LINDA HABERMANN, VICE CHAIR	2	X			
JUSTIN MACK					X
MARISOL MONTANEZ		X			
EDWARD ROBINSON		X			
LIZA TORRES-MUNOZ		X			
JOLENE MANTINEO		X			

The Board of Commissioners adopted Resolution 2019-03, Resolution 2019-04, Resolution 2019-05, and Resolution 2019-06.

PUBLIC COMMENT:

None.

ADJOURNMENT:

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

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
WAYNE ZITT, CHAIR	1	X			
LINDA HABERMANN, VICE CHAIR	2	X			
JUSTIN MACK					X
MARISOL MONTANEZ		X			
EDWARD ROBINSON		X			
LIZA TORRES-MUNOZ		X			
JOLENE MANTINEO		X			

The meeting was adjourned at 6:43 p.m.

Carl S. Czaplicki Jr., Executive Director/Secretary

Wayne Zitt, Chairperson