

CITY OF UNION CITY
HOUSING AUTHORITY

REGULAR MEETING :
: TRANSCRIPT OF RECORDED
: PROCEEDINGS
:
:

3911 Kennedy Boulevard
Union City, New Jersey

Thursday, April 19, 2018
Commencing at 4:34 p.m.

M E M B E R S P R E S E N T:

DIANE R. CAPIZZI, COMMISSIONER
DOROTHY JETTER, COMMISSIONER
DEBRA MUNDORF, COMMISSIONER
JOSE PEDRAZA, COMMISSIONER
MARGARITA GUTIERREZ, VICE CHAIRPERSON,
(Arrived at 4:44 p.m.)
MARTIN T. MARTINETTI, CHAIRPERSON

M E M B E R S A B S E N T:

ELISE DiNARDO, COMMISSIONER

A L S O P R E S E N T:

STANLEY M. SANGER, EXECUTIVE DIRECTOR
GERARD D. PIZZILLO, ESQ., COUNSEL
WALDO MORIN, DEPUTY DIRECTOR OF OPERATIONS
JORGE RODRIGUEZ, COMPTROLLER-HR MANAGER

I N D E X

	<u>PAGE</u>
CALL TO ORDER	3
SALUTE TO FLAG	3
ROLL CALL	4
EXECUTIVE SESSION	5
CONSENT AGENDA	
APPROVAL OF MINUTES	7
APPROVAL OF BIDS	7
APPROVAL OF VARIOUS RESOLUTIONS	
NO. 2018-149 - Audit Report for Finance Board	7
NO. 2018-150 - Re-bid Boiler Cleaning	7
NO. 2018-151 - Landscaping	7
NO. 2018-152 - Truck Mechanic	8
NO. 2018-153 - Stenographer	8
NO. 2018-154 - Answering Services	8
NO. 2018-155 - Office Painting	8
NO. 2018-156 - Veteran Roofing	8
NO. 2018-157 - Veteran Steps	8
NO. 2018-158 - PHA Operation Budget	8
NO. 2018-159 - Boiler Emergency Calls	9
NO. 2018-160 - Computer Services	9
NO. 2018-161 - Fee Accountant Services	9
NO. 2018-162 - Auditing Services	9
APPROVAL OF PAYMENT OF BILLS	9
ACCOUNT'S RECEIVABLES/DELINQUENT ACCOUNTS	9
DIRECTOR'S REPORT/UCHA ACHIEVEMENTS	34
PUBLIC COMMENT	38
ADJOURNMENT	43

1 (Whereupon, the Pledge of Allegiance was
2 said by all.)

3

4 MR. SANGER: Okay. Good afternoon,
5 everyone.

6 And welcome to the April meeting of the
7 Union City Housing Authority. And I'd just like
8 to welcome everyone and also say hopefully
9 everyone had a good Easter.

10 COMMISSIONER MUNDORF: Oh.

11 MR. SANGER: And I don't want to say the
12 Spring because we really haven't had much of a --
13 a Spring season. I think and since March 22nd,
14 Spring began, I think we've had about two Spring
15 days; we had that last Friday and Saturday.

16 But hopefully things will be getting better
17 and we're just hoping that it's a good time for
18 you and your families in the Spring. And the
19 main thing here too, a lot of work we've been
20 doing here at the Union City Housing -- Housing
21 Authority and progressing forward.

22 So, we'll -- you'll get an opportunity to
23 see that today in many of our -- in our
24 discussions and in many of our Resolutions as we
25 present them to you.

1

2 **ROLL CALL:**

3

4 MR. SANGER: And I would -- what I'd like
5 to do is start with roll call for this afternoon.

6 We'll start with Chairperson Martinetti?

7 CHAIRPERSON MARTINETTI: Here.

8 MR. SANGER: Vice Chairperson Gutierrez?
9 Absent.

10 Commissioner Jetter?

11 COMMISSIONER JETTER: Here.

12 MR. SANGER: Commissioner DiNardo?

13 Not here.

14 Commissioner Capizzi?

15 COMMISSIONER CAPIZZI: Here.

16 MR. SANGER: Commissioner Mundorf?

17 COMMISSIONER MUNDORF: Here.

18 MR. SANGER: Commissioner Pedraza?

19 COMMISSIONER PEDRAZA: Here.

20 MR. SANGER: There's five present; two
21 absent. We do have a quorum.

22 And what I'd like to do at this time is --
23 is ask that we could have a motion to go into
24 Closed Session.

25 CHAIRPERSON MARTINETTI: Motion.

1 MR. SANGER: Motion by Mr. Martinetti.

2 COMMISSIONER CAPIZZI: Second.

3 MR. SANGER: Second by Miss Capizzi.

4 Roll call.

5 Mr. Martinetti?

6 CHAIRPERSON MARTINETTI: Yes.

7 MR. SANGER: Miss Jetter?

8 COMMISSIONER JETTER: Yes.

9 MR. SANGER: Miss Capizzi?

10 COMMISSIONER CAPIZZI: Yes.

11 MR. SANGER: Miss Mundorf?

12 COMMISSIONER MUNDORF: Yes.

13 MR. SANGER: Mr. Pedraza?

14 COMMISSIONER PEDRAZA: Yes.

15 MR. SANGER: Fine, we will now go into
16 Closed Session.

17 And, Mr. Morin, will you close the door
18 please?

19 Thank you.

20

21 (Whereupon, the Board moved to Executive
22 Session at 4:36 p.m.)

23

24 (Whereupon, Vice Chairperson Margarita
25 Gutierrez arrived at 4:44 p.m.)

1

2 (Whereupon, the Board returned to Open
3 Session at 4:54 p.m.)

4

5 MR. SANGER: And can I have a -- a nod
6 forward to go back now into Public Session --
7 into Public Session.

8 CHAIRPERSON MARTINETTI: Yes, motion.

9 MS. SANGER: Mr. Martinetti; motion.

10 Second?

11 Miss Gutierrez to go into Public Session.

12 Roll call.

13 Mr. Martinetti?

14 CHAIRPERSON MARTINETTI: Yes.

15 MR. SANGER: Miss Jetter?

16 COMMISSIONER JETTER: Yes.

17 MR. SANGER: Miss Capizzi?

18 COMMISSIONER CAPIZZI: Yes.

19 MR. SANGER: Miss Mundorf?

20 COMMISSIONER MUNDORF: Yes.

21 MR. SANGER: Mr. Pedraza?

22 COMMISSIONER PEDRAZA: Yes.

23 MR. SANGER: And Miss Gutierrez, of course?

24 VICE CHAIRPERSON GUTIERREZ: Yes.

25 MR. SANGER: Yes.

1 Thank you, okay.

2 We are now in Open Session.

3 And we'll see if there are any citizens
4 here who want to come in.

5 (Whereupon, there was a pause in the
6 proceedings.)

7 MR. SANGER: We are now in Open Session.

8
9 (Whereupon, the Board discussed and took
10 action on the following items:

11 **CONSENT AGENDA:**

12 **A. APPROVAL OF MINUTES OF THE REGULAR MEETING OF**
13 **MARCH 15, 2018 AND THE EXECUTIVE SESSION MEETING**
14 **OF MARCH 15, 2018;**

15 **B. APPROVAL OF BIDS**

16 **C. APPROVAL OF VARIOUS RESOLUTIONS**

17 RESOLUTION NO. 2018-149 - PRESCRIBED BY THE
18 NEW JERSEY LOCAL FINANCE BOARD;

19 RESOLUTION NO. 2018-150 - RESOLUTION
20 AUTHORIZING THE HOUSING AUTHORITY TO RE-BID THE
21 BOILER/HWH FIRE SIDE AND WATER CLEANING;

22 RESOLUTION NO. 2018-151 - RESOLUTION
23 APPROVING BID SUBMISSION AND CONTRACT FOR
24 LANDSCAPING SERVICES - BILL'S LANDSCAPING &
25 DESIGN;

1 RESOLUTION NO. 2018-152 - RESOLUTION
2 APPROVING CONTRACT FOR TRUCK/CAR MAINTENANCE AND
3 REPAIRS - DELVALLE AUTO CLINIC;

4 RESOLUTION NO. 2018-153 - RESOLUTION
5 APPROVING CONTRACT FOR STENOGRAPHER SERVICES AT
6 THE BOARD OF COMMISSIONERS MONTHLY BOARD MEETINGS
7 - AUDIO-DIGITAL TRANSCRIPTION SERVICE, LLC;

8 RESOLUTION NO. 2018-154 - RESOLUTION
9 APPROVING CONTRACT FOR AFTERHOURS TELEPHONE
10 ANSWERING SERVICES - ACADEMY GROUP;

11 RESOLUTION NO. 2018-155 - RESOLUTION
12 APPROVING CONTRACT FOR PAINTING SERVICES FOR THE
13 UNION CITY HOUSING AUTHORITY ADMINISTRATIVE
14 OFFICE - LA ROCCA CONTRACTING;

15 RESOLUTION NO. 2018-156 - RESOLUTION
16 APPROVING CONTRACT FOR REPLACEMENT/REPAIR OF
17 ROOFS AT THE VETERANS HOUSING PROJECT - L&E
18 CONSTRUCTION CO.;

19 RESOLUTION NO. 2018-157 - RESOLUTION
20 APPROVING CONTRACT FOR REPLACEMENT OF
21 STEPS/CONCRETE ASPHALT AT THE VETERANS HOUSING
22 PROJECT - MAX ADAMO;

23 RESOLUTION NO. 2018-158 - RESOLUTION
24 APPROVING OPERATING BUDGET FOR THE HOUSING
25 AUTHORITY AND OPERATING BUDGET FOR THE STATE OF

1 NEW JERSEY FY 7/1/18 TO 6/30/19;

2 RESOLUTION NO. 2018-159 - RESOLUTION
3 APPROVING CONTRACT FOR EXTRAORDINARY BOILER AND
4 HOT WATER HEATER EMERGENCY CALLS - CJ VANDERBECK;

5 RESOLUTION NO. 2018-160 - RESOLUTION
6 APPROVING CONTRACT FOR COMPUTER CONSULTANT
7 SERVICES - ANGEL CONSULTANT, LLC;

8 RESOLUTION NO. 2018-161 - RESOLUTION
9 APPROVING CONTRACT FOR FEE ACCOUNTANT SERVICES -
10 BALCHANDER JAYARAMAN, CPA; and

11 RESOLUTION NO. 2018-162 - RESOLUTION
12 APPROVING CONTRACT FOR INDEPENDENT FINANCIAL
13 AUDITING SERVICES - HYMANSON, PARNES & GIAMPAOLO;
14 **D. APPROVAL OF PAYMENT OF BILLS; and**

15 **E. ACCOUNT'S RECEIVABLES/DELINQUENT ACCOUNTS.)**

16

17 MR. SANGER: And what I'd like to just
18 point out to our -- our Commissioners is the fact
19 that we will now be going over a number of
20 Resolutions as related to vendors that we have
21 that -- that helps us do the -- the daily
22 operations here at the Union City Housing
23 Authority.

24 And what I was able to include in your
25 packet was a copy of all the Resolutions. You

1 have the Resolutions themselves but you also have
2 a list of the Resolutions and you also have the
3 cap -- the money cap that's attached to each one
4 of the Resolutions because, of course by your
5 direction, the Chairman's direction, a cap was
6 always included in all our Resolutions and in all
7 our contracts with the -- with those people who
8 will be awarded the -- through the Resolutions.

9 So when they get to the award they will do
10 their contract. The contract will also state the
11 cap and sign -- sign with that cap as well.

12 I want to point out to you that this is the
13 third year that we're doing this and as far as
14 the cap on all these items, we -- we went to the
15 15 percent decrease and all the caps some three
16 years ago we still have that 15 percent decrease
17 today, with showing we're having a consistency.
18 And this is our third year of 15 percent
19 decrease.

20 And while we're always interested in
21 providing the best services possible for our
22 tenants and for our residents, at the same time
23 we're always looking for cost-efficiency and
24 looking for cost savings. And by holding that
25 percentage down, we're able to, you know, have

1 daily operations that will make it, you know,
2 economically feasible and for all of us here at
3 the Authority.

4 So with that being said, please bear with
5 me. I have about 13 Resolutions that I must read
6 to you this afternoon and I'll -- I'll try to be
7 as, you know, as thorough as possible but at the
8 same time try to save some time as well.

9 You'll see that they're a combination of
10 Resolutions here this afternoon. Some being as
11 related to the New Jersey Finance Board; some
12 being related to finance as far as our audit that
13 we must submit each year to the State and, of
14 course, present to you.

15 We're also going to have Resolution as to
16 some of the vendors, which I mentioned. And
17 we're also going to have three of our Resolutions
18 as to some of our professional services that
19 we'll be awarding this afternoon -- professional
20 services, which will include our computer
21 services, fee accountant services, and auditing
22 services.

23 I do want to take a minute to thank three
24 of our Board members who were part of our
25 Selection Committee -- Miss Jetter, Miss

1 Gutierrez, Miss Capizzi -- who spent some time
2 here last week to look over the -- going through
3 the, you know, all of the -- the submittals for
4 people with the RFPs and in taking the time to do
5 that through our point scoring system, making
6 those selections.

7 And their recommendation and their
8 selections are certainly brought us to the
9 decision of who we're recommending this evening
10 through our Resolutions and through your -- and,
11 of course, through your vote.

12 So with that being said, the first one I'd
13 like to do is the Resolution Number 149, which is
14 something that's required by law.

15 All of you had signed this evening -- I
16 hope have signed this. And it has to do with our
17 auditing.

18 Please do not leave this evening without
19 signing this very important Resolution. It has
20 to do with the -- the governing body of each
21 local authority to cause an annual audit of its
22 accounts to be made, and whereas, the annual
23 audit report for the fiscal year June 30th, 2017
24 has been completed and filed with the Local
25 Finance Board of the State of New Jersey; and

1 Requires a governing body of the Authority
2 to, within 44 (sic) days of receipt of the annual
3 audit, certify by resolution to the Local Finance
4 Board that each member has personally reviewed
5 the annual audit report, --

6 A copy of that report, of course, is in
7 your -- in your packet.

8 -- and therefore personally reviewed that,
9 as well as the sections of the audit report
10 entitled "General Comments" and
11 "Recommendations," and has evidenced same by
12 group affidavit -- prescribed Finance Board.

13 That affidavit is what you're signing this
14 evening and that will -- you know, will serve to
15 cover that area.

16 Therefore let it -- be resolved that the
17 governing body of the Housing Authority, City of
18 Union City, requires the Local Finance Board of
19 the State of New Jersey that each governing body
20 member has personally reviewed the audit and --
21 as of June 30, '17, and has made these -- and has
22 looked over all these requirements.

23 Number 150.

24 Housing Authority, City of Union City,
25 Resolution Authorizing the Housing Authority to

1 Re-Bid for the Boilers and Fire Side and Water
2 Side Cleaning.

3 And, basically, to -- to make this very
4 simple, we did not get the bidders to help us
5 with the -- what we usually do each year for
6 boilers and fire side/water side cleaning in a --
7 you know, in emergency capacity.

8 So we're asking to re-bid again and we're
9 going to do our best to get the word out to one
10 -- you know, a number of the companies to maybe
11 come in and, you know, help us towards that.

12 So we're looking to recruit, get the word
13 out that we are looking for people to do this.
14 But it is an important item, so we're asking you
15 to allow us to re-bid this evening for that one
16 and that is item Number 150.

17 Resolution Number 151.

18 Resolution Approving Bid Submission and
19 Contract for Landscaping Services.

20 And, whereas, the City of Union City
21 Housing Authority sought bids for landscaping
22 services.

23 And on March 28th, 2018, one bid was
24 received by the Union City Purchasing Agent. And
25 let -- let us remind you at this time that all

1 | these bids were opened --

2 | CHAIRPERSON MARTINETTI: City Clerk.

3 | MR. SANGER: -- at the Union City City
4 | Hall, --

5 | CHAIRPERSON MARTINETTI: City Clerk
6 | receives --

7 | MR. SANGER: -- City Clerk's Office.

8 | Yes.

9 | Reviewed and opened at the City Clerk's
10 | Office in the -- and at the City of Union City
11 | and has led to this -- the first -- you know, the
12 | steps of this process, getting the assistance of
13 | City Hall and the City Clerk.

14 | Also, the contract shall be paid in
15 | accordance with the rates set forth in the bid
16 | proposal submitted and not to exceed \$10,600.00.

17 | So we will be awarding this to Bill's
18 | Landscaping. They have been with us -- this will
19 | be their third year with us and our relationship
20 | with them has improved last year. We had done
21 | some -- they already made some improvements and
22 | work with us on how -- you know, basically, on
23 | how we're looking to focus on certain areas and
24 | make improvements, whether it be, you know, with
25 | the -- with the grass, with spring cleanup, with

1 trimming some of our trees and bushes and things
2 of that nature. Just to beautify and to clean up
3 our area.

4 So, we will be working with Bill's
5 Landscaping on that item.

6 Also, Resolution Number 152.

7 Approving Contract for Truck and Car
8 Maintenance and Repairs.

9 Not that we have that many trucks and --
10 and cars as a part of our fleet here at the Union
11 City Housing Authority. As you well know we do
12 have two brand new trucks. Hopefully the
13 maintenance of that is very minimal, --

14 MR. RODRIGUEZ: Yes.

15 MR. SANGER: -- knowing that they're new
16 trucks and new items. We have two new trucks
17 that now are on its second year that -- you know,
18 --

19 MR. RODRIGUEZ: Um-hum.

20 MR. SANGER: -- have been certainly a, you
21 know, positive addition to us and working with
22 our maintenance men and everyone.

23 So, this is -- this is an item that was
24 seldom used now but we do have it if any of our
25 equipment does breakdown as related to where

1 we're doing this at \$65.00 per hour, which is the
2 going rate. And we'll be -- that will be awarded
3 to Delvalle -- Delvalle Auto Clinic here in Union
4 City.

5 Number 153.

6 Resolution Approving Contract for
7 Stenographer Services at the Board of -- at the
8 Board of Commissioners Monthly Meeting.

9 And, of course, we're very happy with the
10 stenographer who works with us -- with Audio-
11 Digital Transcript Services and -- a/k/a Debbie
12 that works with us. And she does a fine job for
13 us and we're looking to continue with those
14 services. And we'll be working with Debbie with
15 -- in a contract with her with the bid submitted
16 and not to exceed \$235.00 per -- per attendance.
17 And we worked that out -- a formula with her for
18 that.

19 So and that's very well in the past and
20 we're looking to continue with that.

21 Number -- Resolution Number 1-5-4 -- 154.

22 Resolution Approving Contract for
23 Afterhours Telephone Answering Service.

24 As most of you know, our office does
25 shutdown at four o'clock. We do have a number of

1 | people who answer the phones here on a regular
2 | basis and that has worked out very well the last
3 | two years or so.

4 | Prior years we may have not had had -- you
5 | know, we've had -- the calls were being bumped to
6 | an answering service and whatever during the day.
7 | But now we do have a live voice --

8 | VICE CHAIRPERSON GUTIERREZ: Um-hum.

9 | MR. SANGER: -- that are receiving calls
10 | and working with the people and working with the
11 | community and taking those calls. So it's done
12 | in a more professional way and more of a -- more
13 | of a customer service way in assisting those
14 | people.

15 | But at four o'clock we do go home and then
16 | we do with the -- an answering service does kick
17 | in at four -- from four o'clock in the evening --
18 | the afternoon until eight o'clock the next
19 | morning when it's turned on again by our daily
20 | staff.

21 | VICE CHAIRPERSON GUTIERREZ: Um-hum.

22 | MR. SANGER: So that -- we are working with
23 | and awarding that to the Academy Group who are --
24 | who work out of Hackensack.

25 | And it's a flat rate of \$321.00 for 13

1 | billings a year. So, it's a flat rate, 13 times
2 | a bill of \$321.00.

3 | The Resolution Approving -- Number 155.

4 | Approving Contract for Painting Service for
5 | Union City Housing Authority Administrative
6 | Office.

7 | We've been working on this for about, oh a
8 | year and a half, two years, and this -- our
9 | facility here has not been painted in some 25
10 | years.

11 | CHAIRPERSON MARTINETTI: Wow.

12 | MR. SANGER: And we're looking to do that.

13 | And we've gone out for bids. We've had
14 | many companies come in and work on this with us
15 | and the sticking point in many of it was the fact
16 | that there was -- there was so much -- as you see
17 | these offices are really built like a maze here.
18 | It's kind of an older facility. And we have a
19 | lot of furniture and different things that had to
20 | be moved and cabinets and desks and file cabinets
21 | and things of that nature.

22 | So it wasn't an easy job to get people to
23 | bid for. But we did have someone now who is
24 | coming in to do the painting services for that,
25 | which is the first step after that and we're

1 | looking to award that bid for \$16,000.00 to
2 | La Rocca Contracting who will be coming in and
3 | working with us to move this up.

4 | Yes, sir?

5 | CHAIRPERSON MARTINETTI: Does that include
6 | wall repair?

7 | MR. SANGER: Yes, sir.

8 | CHAIRPERSON MARTINETTI: Okay.

9 | MR. RODRIGUEZ: Yeah, it does.

10 | MR. SANGER: Any cracks in walls, holes in
11 | walls.

12 | CHAIRPERSON MARTINETTI: So there's no
13 | change orders later.

14 | MR. SANGER: Change --

15 | MR. MORIN: Yeah.

16 | MR. SANGER: Yes.

17 | MR. MORIN: That's not only --

18 | MR. SANGER: Yes it does.

19 | MR. MORIN: That's not only here; it's all
20 | the way Section 8. The whole office; everything.
21 | Includes everything.

22 | MR. SANGER: Yeah.

23 | VICE CHAIRPERSON GUTIERREZ: Oh, the whole
24 | building. Okay.

25 | MR. SANGER: Yes.

1 So if there are cracks in walls, holes in
2 walls, --

3 VICE CHAIRPERSON GUTIERREZ: Um-hum.

4 MR. SANGER: -- things of that nature, any
5 seams, things of that -- they will be filled,
6 properly spackled and, hopefully, --

7 MR. RODRIGUEZ: Yeah, I mean we will have
8 somebody on-site while the repairs are going on.
9 So we make sure that -- that everything is moved
10 and properly accounted for and stuff.

11 MR. SANGER: Okay.

12 Resolution 156.

13 Approving Contract Replacement Roofs at the
14 Veterans Housing.

15 There are times periodically when the roofs
16 do need repair in Veterans. It's good that we
17 have someone -- we've had bids were picked up of
18 five -- by five different companies and received
19 by the Union City Purchasing Agent at City Hall.

20 And the bid submitted by L&E Construction
21 Company met all the requirements of the bid and
22 will be deemed legally sufficient.

23 And they have been awarded the bid, of
24 course after your vote, and not to exceed
25 \$5,100.00 a year and an hourly rate of \$40.00 per

1 hour.

2 So, --

3 CHAIRPERSON MARTINETTI: Is this City Clerk
4 or Purchasing Agent?

5 MR. PIZZILLO: So the bids get submitted to
6 the Clerk's Office.

7 CHAIRPERSON MARTINETTI: Right.

8 MR. PIZZILLO: But they get opened by the
9 Purchasing --

10 CHAIRPERSON MARTINETTI: Purchasing --

11 MR. PIZZILLO: -- Agent.

12 CHAIRPERSON MARTINETTI: Because the Clerk
13 was doing it.

14 MR. SANGER: Right.

15 MR. PIZZILLO: Right. No, we switched it.
16 Mr. Robinson -- Robinson?

17 CHAIRPERSON MARTINETTI: Right.

18 MR. PIZZILLO: Mr. Robinson has been taking
19 it over.

20 MR. RODRIGUEZ: And just to -- just to
21 clarify -- clarify a little bit, the \$5100.00 is
22 actually at -- at a per roofing job. That's the
23 cap on each roof that is --

24 MR. SANGER: Um-hum.

25 MR. RODRIGUEZ: -- repaired.

1 MR. SANGER: Um-hum.

2 MR. MORIN: That's the total amount of each
3 roof.

4 MR. RODRIGUEZ: Correct.

5 MR. MORIN: Per unit.

6 MR. RODRIGUEZ: Yes.

7 MR. SANGER: Cannot exceed \$5100.00.

8 CHAIRPERSON MARTINETTI: So, --

9 MR. RODRIGUEZ: Exactly.

10 CHAIRPERSON MARTINETTI: -- they're opened
11 at the Clerk's Office?

12 MR. PIZZILLO: They're opened at the --

13 CHAIRPERSON MARTINETTI: They're mailed to
14 Clerk's, stay in the Clerk's, --

15 MR. PIZZILLO: Correct.

16 CHAIRPERSON MARTINETTI: -- and they're
17 opened there?

18 VICE CHAIRPERSON GUTIERREZ: Um-hum.

19 MR. PIZZILLO: Correct. Yes. Yes.

20 CHAIRPERSON MARTINETTI: Because I keep
21 hearing Purchasing Agent --

22 MR. PIZZILLO: Yeah, he's the one that
23 physically opened it.

24 MR. RODRIGUEZ: He was there.

25 MR. PIZZILLO: But they get sent to the

1 Clerk's Office.

2 That's correct.

3 CHAIRPERSON MARTINETTI: Good.

4 MR. SANGER: Okay.

5 Resolution Number 157.

6 Approving Contract for Replacement of the
7 Steps and Concrete Asphalt at the Veterans
8 Housing.

9 The same situation as our roofs but, of
10 course, related to steps and concrete. And we --
11 bids were picked up by six companies and only two
12 bids were received by the Purchasing Agent.

13 And one of those were -- the bid submitted
14 by Max Adamo met all the requirements of the bid
15 specification and was deemed legally sufficient.

16 And, therefore, the contract shall be paid
17 in accordance with the rate set forth in the
18 proposal; not to exceed 4,495 for replacement of
19 steps, with railings; and rates of \$9.50 per
20 square foot of replacement of concrete; and \$4.75
21 per square foot for asphalt.

22 We've worked with Max Adamo in the past.
23 We've had a good relationship with him. He --
24 with the bid and we're hoping to continue with
25 that.

1 Next item is Number 158.

2 Resolution Approving the Operating Budget
3 for the Housing Authority and Operating Budget
4 for the State of New Jersey.

5 And whereas, the Board of Commissioners of
6 the Housing Authority of Union City, voted to
7 adopt Resolution Number 2018-158, to Approve
8 Operating Budget for the Housing Authority and
9 Operating Budget for the State of New Jersey
10 Fiscal Year 7/1/18 to 6/30/19;

11 Therefore, be it resolved, that the Board
12 of Commissioners of the Housing Authority, City
13 of Union City, adopt Resolution 158 and hereby
14 establish on this date of April 19th.

15 And some of you may ask about our budget
16 and with that you'll see here the -- you know,
17 some attachments that are here. These
18 attachments I put here for you so you could see
19 the fiscal year. You could see the actual --
20 which was sent to -- being sent to the State of
21 New Jersey and, of course, to HUD. And you'll
22 also see the budget itself with the figures.

23 And I'm sure you don't have time to peruse
24 through them now but if ever you do have some
25 time you could see.

1 And what I can say to you, our operating
2 budget is in the area of \$13 million.

3 And is there anything, Mr. Rodriguez, that
4 you'd like to add to that as budget --

5 MR. RODRIGUEZ: Well, I mean the -- the
6 Board is always free to contact me, you know, to
7 ask -- for any questions as far as the budget is
8 concerned. Just keep in mind it is a budget.
9 So, therefore, we try to adhere to it.

10 But, you know, the future's unpredictable
11 and with the age of our buildings you don't know
12 what to expect. But, you know, for the most part
13 we'll be keeping an eye on it very -- you know,
14 very closely throughout the year.

15 MR. SANGER: Okay.

16 Item -- moving on now Resolution item 159
17 -- 159.

18 Resolution Approving Contract for
19 Extraordinary Boiler and Hot Water Heater
20 Emergency Calls.

21 And, of course, during the course of a
22 school year -- school -- during the course of a
23 year here --

24 Where I'd say school year, I'm thinking of
25 a year -- I'm thinking of my time as

1 Superintendent. But excuse my Freudian slip
2 there.

3 But during the course of a year many things
4 do happen within an Authority as related to
5 boilers, hot water heaters, which are so
6 important to everyone.

7 And we are looking -- the bids were picked
8 up by nine companies; only three bids were
9 received by the City Purchasing Agent.

10 And the lowest legal sufficient bid met and
11 -- which met all the qualifications was by CJ
12 Vanderbeck. And that is at the rates that you
13 see here of \$120.00 for the first hour; \$120.00
14 an additional hour; and \$240.00 for -- with --
15 for any additional hours afterhours and et
16 cetera.

17 But that is all within our contract with
18 them and that will be rewarded to --

19 And this is a new person that we have with
20 us. They're a new vendor; a new company. And
21 we're glad to say a number of our Resolutions are
22 some new people that have put in. And I think
23 it's a nice thing to see that we're having some
24 new people come in and people who are taking an
25 interest in the Housing Authority and, basically,

1 | you know, get some fresh blood sort of. And
2 | hopefully get -- and, of course, that it will all
3 | work out for everyone involved.

4 | Resolution Number 160.

5 | Approving Contract for Computer Consultant.

6 | And, whereas, the Union City Housing
7 | Authority has sought request for this proposal.

8 | Three companies picked up the request and
9 | only two companies submitted. And the
10 | submissions were reviewed by the Housing
11 | Authority Evaluation Committee.

12 | Thank you to that Evaluation Committee.

13 | And Angel Consultant was determined to be
14 | the lowest responsible bidder. And we'll be
15 | working with Angel to that. And that contract
16 | shall be in accordance with the bid not to exceed
17 | \$78.00 per hour.

18 | And we've worked with Angel for a number of
19 | years now and he has been an asset and provided
20 | some quality services for efficiency here when it
21 | comes to anything with IT and technology and
22 | related to that.

23 | So we're looking forward to again working
24 | with him on that.

25 | Resolution Number 161.

1 Approving Contracts for Fee Accountant.

2 And two companies picked up the request for
3 proposal. One company submitted a response for
4 that proposal.

5 And, whereas, were submitted to -- to Bala
6 Jayaraman. And he's our CPA. And he is the fee
7 accountant that's worked with us for a number of
8 years now. And his -- with his contract it will
9 be not to exceed the following rate of \$125.00
10 per hour for a principal and \$95.00 per hour for
11 the senior accountant; of course, \$80.00 per hour
12 for -- for any accountants that are working with
13 him and assisting him with the process.

14 So, again, we're looking to keep that going
15 with Bala.

16 MR. RODRIGUEZ: If I could just say
17 something as far as that is concerned. Just keep
18 in mind that as my tenure continues here in the
19 future, I plan on cutting some of those services
20 down to try to lower our fee accountants that are
21 billed. But I -- and I intend to do that.

22 So, I have that in my agenda.

23 MR. SANGER: Thank you, Jorge.

24 MR. RODRIGUEZ: Thank you.

25 MR. SANGER: And last and certainly not

1 | least, finally, Number 162.

2 | A Resolution Approving Contract for
3 | Independent Financial Auditing Services.

4 | Two companies picked up for the -- the
5 | request for proposal; and two companies submitted
6 | a response to them. And was reviewed by the
7 | Housing Authority Evaluation Committee.

8 | And the bid was -- but the bid submitted by
9 | Hymanson, Parnes and Giampaolo was determined to
10 | be the lowest responsible bidder.

11 | And they will not exceed \$13,080.00. And
12 | they did -- and they have worked with us very
13 | closely in -- through the auditing process.

14 | And just recently has spent some extra time
15 | with us and gave us some -- some consulting and
16 | some advice and what things we can start doing
17 | now to maybe cut the costs here at the Housing
18 | Authority and our -- you know our ongoing efforts
19 | to be as, you know, you know as fiscally
20 | responsible as possible.

21 | And they're working very closely with us
22 | making recommendations on the areas that we can
23 | concentrate on to cut some down -- cut down on
24 | some of our costs.

25 | So we have really everyone working towards

1 that. We have the fee accounting working -- you
2 know, working with us. You know working with
3 Jorge; myself. We sit down at this table. We've
4 asked the -- the fee accountant himself.

5 We have the auditing person sitting down
6 with us. All those people. We're giving --
7 asking them to give us a little extra time and a
8 little -- really give us some consulting, as well
9 as their services -- but some consulting that
10 we're really not paying for but I think it's
11 important that they give us --

12 And I expressed to them very strongly that
13 we need you to help and give us a little extra
14 time and a little extra, you know, support. And
15 the fact that you can give us some -- some of
16 your expertise, some of your experience, and
17 share with us on how we can -- to help -- help
18 cut costs here and what areas that we can do
19 that.

20 So we have all these people coming
21 together, sitting at the table, and making
22 suggestions and recommendations on how we can be
23 as efficient as possible and keep moving forward.

24 So I think that is it as far as all the
25 Resolutions.

1 Thank God with all those. My mouth's dry;
2 I need some water.

3 MR. PIZZILLO: A glass of water.

4 MR. SANGER: Yeah, after all that.

5 And do want to also say that we have --
6 this evening we're going to ask you to do -- go
7 -- go through our Consent Agenda, which we always
8 do and you -- through the Consent Agenda you will
9 have the Approval of the Minutes; the Approval of
10 the Bids or -- and the Resolutions that we had
11 just read -- Approval of the Various Resolutions;
12 Approval of the Payment of the Bills.

13 But also, not that you're voting yes for
14 it, but also acknowledging that you have heard
15 about the Receivables.

16 And, with that, I would also like to just
17 take a vote now as far as a Consent Agenda.

18 If you do not have any questions, --

19 First, let me ask, are there any questions
20 related to the Resolutions, the vendors, or
21 anything of that nature?

22 Okay, we did give -- along the way we did
23 give some clarifications and some, --

24 MR. RODRIGUEZ: Yes.

25 MR. SANGER: -- you know, things so

1 hopefully we -- that helped through that process.

2 So with that being said I'd like to take a
3 Consent Agenda roll call.

4 CHAIRPERSON MARTINETTI: You need a motion.

5 MR. PIZZILLO: Motion.

6 MR. SANGER: And a motion first from --
7 Motion by Mr. Martinetti.

8 And second by Margarita Gutierrez.

9 And, Mr. Martinetti?

10 CHAIRPERSON MARTINETTI: Yes.

11 MR. SANGER: Roll call.

12 CHAIRPERSON MARTINETTI: Yes; --

13 MR. SANGER: Okay, Miss Gutierrez?

14 CHAIRPERSON MARTINETTI: -- abstention on
15 Miguel Hector and contractors governed by the
16 Uniform Construction Code.

17 MR. SANGER: Okay.

18 Miss Gutierrez?

19 VICE CHAIRPERSON GUTIERREZ: Yes.

20 MR. SANGER: Okay, Miss Jetter?

21 COMMISSIONER JETTER: Yes.

22 MR. SANGER: Miss Mundorf?

23 COMMISSIONER MUNDORF: Yes.

24 MR. SANGER: Okay, Miss Capizzi?

25 COMMISSIONER CAPIZZI: Yes.

1 MR. SANGER: Mr. Pedraza?

2 COMMISSIONER PEDRAZA: Yes.

3 MR. SANGER: Yes. Okay.

4 Okay, we have -- we have six yes; no nays.

5 So thank you for that. Thank you for your
6 support. And we'll move forward with that.

7

8 **F. DIRECTOR'S REPORT/UCHA ACHIEVEMENTS:**

9

10 MR. SANGER: At this time I just want to
11 make a -- one or two -- in addition to what I
12 spoke to before about some of the things we're
13 doing with working with the Union City Police
14 working with our cameras.

15 Also want to let you know the -- the report
16 from the -- whom myself -- let you know we're
17 continuing and ongoing improvements and what
18 we're trying to do working now with the -- with
19 the COAH project with the Veterans -- the
20 Veterans Housing.

21 I know every month I mention this but we're
22 getting closer and closer. Each month we're
23 meeting with some of our City fathers; Mr.
24 Martinetti; we're meeting with attorneys. We've
25 had some ongoing conversations and three-way

1 calls -- communication calls with the S-- no --
2 with the lawyers and attorney for the City of
3 Union City. And we're trying to put ourselves in
4 a position with the COAH funds to take it to
5 court now.

6 Where the -- the attorneys must go to court
7 and must get it approved by the courts. And
8 knowing that the COAH funding must go -- be
9 approved through the courts. So we're looking
10 for about six hundred and -- \$600,000.00. So
11 we're in a position now to do that and move
12 forward.

13 We're starting to work on the bid package.
14 Trying to be a little pro-- little aggressive in
15 and trying to be, you know, to expedite things.
16 Get the bid package together so it's approved by
17 the -- when it is approved by the courts that we
18 can just pull the trigger on the bid package and
19 get that out. So, we're -- we're doing all that
20 to try to save some time. So that COAH money
21 we're getting closer and closer to that.

22 I know it sounds like a broken record each
23 month for the last four or five months but it is
24 a lot -- a lot has to be done through the courts
25 and in preparation for that.

1 And, hopefully, that's going to turn out to
2 be something very positive for the -- for the
3 Housing Authority.

4 The other is a Renaissance project at 2601
5 Central Avenue, which is currently being managed
6 by the Union -- by the North Hudson Community
7 Action Corporation.

8 We're looking to take over that facility
9 there with 36 units. And we've met with the --
10 with the attorneys. We've met with the architect
11 there. We've done walkthroughs. We've done
12 assessments. We've met with the management
13 company there. We've met with the finance people
14 at -- CFO at the North Hudson Community Action
15 Corporation.

16 We're doing everything possible to, you
17 know, -- due diligence to get a good research and
18 to be sure that we're getting a good deal. And
19 something that, you know, we know is going --
20 something we know is going to be very positive
21 and something in the future that we know is not
22 going to give us any -- any difficulties at all.

23 So we're working very closely on that.

24 And --

25 CHAIRPERSON MARTINETTI: I'm sorry.

1 MR. SANGER: -- we --

2 CHAIRPERSON MARTINETTI: A question?

3 MR. SANGER: Yes, sir.

4 CHAIRPERSON MARTINETTI: Upon taking
5 possession, if we take possession, --

6 MR. SANGER: Um-hum.

7 CHAIRPERSON MARTINETTI: -- that management
8 company's contract will be terminated.

9 Correct?

10 MR. SANGER: Yes, sir.

11 And that is one of the reasons why we're
12 taking that over because we -- one of the reasons
13 why North Hudson Community Action Corporation
14 presented that to us because they realize that we
15 -- we could manage. And that the Union City
16 Housing Authority does have the -- you know, the
17 staff, as well as the experience to do -- to do
18 the management ourselves and save that money.

19 So we know -- we know we can save by not
20 having the management company and then we can
21 move forward. So we'll take -- we'll take over
22 the management of that.

23 So the answer to that question is yes.

24 Thank you.

25 And the last piece is the SDA project of

1 519-521 Summit Avenue.

2 There's some ongoing issues as related to
3 environmental issues there and things of that
4 nature that we're being very cautious with in
5 working with the SDA. And so that's been an
6 ongoing -- ongoing relationship and ongoing talks
7 with them through our attorneys and working with
8 the City fathers with that. But -- and, again,
9 we're working very closely towards that.

10 So that -- that is basically my report.

11

12 **PUBLIC COMMENT:**

13

14 MR. SANGER: And with that being said,
15 we're now up to a point where we could ask if
16 there's anyone from the public who would like to
17 come forward, make any statements.

18 Please state your name and address please.

19 MS. BESHARA: Toni Beshara, 305 44th,
20 Veterans Housing.

21 Just a couple of quick questions.

22 I know that there was some question a
23 couple of months ago regarding how the COAH
24 project for Veterans would affect the rent; how
25 it would impact it if at all.

1 And I was wondering if anything has
2 changed. If you could tell me what the current
3 status is of that.

4 Would -- would the rents be affected and,
5 if so, how?

6 MR. SANGER: Well, right now -- right now,
7 of course, it's a little -- it's a little, you
8 know, little premature for that --

9 MS. BESHARA: Um-hum.

10 MR. SANGER: -- as far as before we even go
11 out to bid and see --

12 MS. BESHARA: Yeah.

13 MR. SANGER: -- what costs are, things of
14 that nature.

15 But I will say this, it is the philosophy
16 of this Board here and -- and I know the
17 philosophy of myself, as the Executive Director,
18 of course following through, you know, with their
19 philosophy as well, with the fact that we would
20 like to do as much as we can with as much little
21 strain on the residents themselves.

22 So as much as we can do without putting a
23 financial strain on the residents, especially
24 come -- when it comes to the Veterans Housing,
25 that is what we're trying to do.

1 We're going to try to hold those costs
2 down, hold it to a minimum, if at all anything,
3 and --

4 MS. BESHARA: When do you --

5 MR. SANGER: -- to do that.

6 MS. BESHARA: -- think you might know
7 exactly how it might effect?

8 In other words, if it would not be the
9 regular incremental increase that we have every
10 year?

11 MR. SANGER: Um-hum. Yeah that's a --
12 that's an annual thing that happens
13 automatically, --

14 MS. BESHARA: Right.

15 MR. SANGER: -- yes.

16 MS. BESHARA: But how would --

17 MR. SANGER: But anything --

18 MS. BESHARA: When do you think --

19 MR. SANGER: -- related to this --

20 MS. BESHARA: -- it might effect that?

21 MR. SANGER: I couldn't say that right now.

22 MS. BESHARA: Not now?

23 MR. SANGER: I -- but we really would have
24 to wait to see the cost of everything.

25 But we're hoping to do it without any cost

1 -- additional cost as all, --

2 MS. BESHARA: Okay.

3 MR. SANGER: -- too.

4 So, that is our desire and hopefully we can
5 do that.

6 MS. BESHARA: Okay.

7 The other thing is a very, very small
8 matter, and I'm sure it's far from mature.

9 But whenever -- occasionally -- I mean I've
10 lived here a long time. Whenever Max Adamo or
11 whoever it is comes and works on the asphalt,
12 especially in the side yard, we -- on 44th Street,
13 my building in particular is like one of the last
14 ones to keep the clotheslines. And it's an issue
15 each time they -- it's harder for them to work
16 around the clotheslines or pull them out and put
17 them back in but we use them. So I'm just going
18 to ask that you keep that in mind when it comes
19 around.

20 There is a big crack in the asphalt right
21 now that would be addressed if he came and did
22 the repairs. And so I'm going to ask that you
23 keep that in mind and do not remove those
24 clotheslines; we use them. I know it's old-
25 fashioned but I like the smell and we all use

1 | them.

2 | MR. SANGER: Um-hum. Okay.

3 | MS. BESHARA: Okay.

4 | MR. SANGER: We'd like to do that.

5 | MS. BESHARA: I appreciate it.

6 | That's all for now.

7 | Thank you.

8 | MR. SANGER: Thank you.

9 | MR. RODRIGUEZ: Thank you.

10 | VICE CHAIRPERSON GUTIERREZ: Thank you.

11 | Thank you.

12 | COMMISSIONER MUNDORF: Thank you.

13 |

14 | **ADJOURNMENT:**

15 |

16 | MR. SANGER: Okay.

17 | Do we have a motion to close?

18 | CHAIRPERSON MARTINETTI: Motion.

19 | MR. SANGER: Motion Mr. Martinetti.

20 | VICE CHAIRPERSON GUTIERREZ: Second.

21 | MR. SANGER: Second by Miss Gutierrez.

22 | Roll call.

23 | Mr. Martinetti?

24 | CHAIRPERSON MARTINETTI: Yes.

25 | MR. SANGER: Miss Gutierrez?

1 VICE CHAIRPERSON GUTIERREZ: Yes.

2 MR. SANGER: Miss Jetter?

3 COMMISSIONER JETTER: Yes.

4 MR. SANGER: Miss Mundorf?

5 COMMISSIONER MUNDORF: Yes.

6 MR. SANGER: Miss Capizzi?

7 COMMISSIONER CAPIZZI: Yes.

8 MR. SANGER: Mr. Pedraza?

9 COMMISSIONER PEDRAZA: Yes.

10 MR. SANGER: Okay.

11 Meeting is closed.

12 And thank you for a good meeting.

13

14 (Whereupon, the proceedings were concluded

15 at 5:26 p.m.)

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25

1 STATE OF NEW JERSEY:

2 :

3 COUNTY OF ESSEX :

4

5 I, KAREN A. MARINO, assigned transcriber,
6 do hereby affirm that the foregoing is a true and
7 accurate transcript in the matter of the REGULAR
8 MEETING of the CITY OF UNION CITY HOUSING
9 AUTHORITY, heard on Thursday, April 19, 2018 and
10 digitally recorded.

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