

THE HOUSING AUTHORITY OF THE CITY OF LINDEN

DECEMBER 21, 2022

Minutes from the Housing Authority of the City of Linden's Board of Commissioners Meeting of December 21, 2022.

The Open Public Meeting Act notice was recited and the meeting commenced upon the Roll Call by Secretary Ann J. Ferguson at 5:00 p.m.

Roll Call:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR		X (phone)			
SHERI HUMPHREY, VICE CHAIR		X			
KAREN LUKENDA		X			
GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN		X			
JOANNE PETKOV		X			

Also present: Executive Director Ann J. Ferguson; Deputy Executive Director Kathy Sanders; Attorney Joseph A. Manfredi of Manfredi & Pellechio (General Counsel); and Dave Johnson, PE.

A motion was made to approve the minutes of the October 19, 2022 and November 2, 2022 Board of Commissioners meetings. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR		X			
SHERI HUMPHREY, VICE CHAIR	1	X			
KAREN LUKENDA		X			
GARY MANNUZZA		X			
PETER MATLOSZ	2	X			
DANI ORELIEN		X			
JOANNE PETKOV		X			

The Board of Commissioners approved the minutes of the October 19, 2022 and November 2, 2022 Board meetings.

A Motion was made to accept and pay all bills for Ann J. Ferguson Towers for the periods of October 1, 2022 to October 31, 2022 in the amount of \$36,863.90; November 1, 2022 to November 30, 2022 in the amount of \$47,684.50; and December 1, 2022 to December 21, 2022 in the amount of \$43,765.18. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR		X			
SHERI HUMPHREY, VICE CHAIR		X			
KAREN LUKENDA	2	X			
GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN		X			

JOANNE PETKOV	1	X			
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The Board of Commissioners approved the motion to accept and pay all bills for the periods of October 1, 2022 to October 31, 2022; November 1, 2022 to November 30, 2022; and December 1, 2022 to December 21, 2022.

SECRETARY /TREASURER’S REPORT

The Secretary/Treasurer, Ann J. Ferguson, reported on the balances of all Authority accounts and Certificates of Deposits (CD’s), the interest rate on each, as well as the actual and average rents collected for the months of November 2022 and December 2022.

A Motion was made to accept the Secretary/Treasurer’s Report. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR		X			
SHERI HUMPHREY, VICE CHAIR	1	X			
KAREN LUKENDA	2	X			
GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN		X			
JOANNE PETKOV		X			

The Board of Commissioners accepted the Secretary/Treasurer’s Report.

UNFINISHED BUSINESS

2022-21: Resolution to approve and authorize the 2023 Board meeting schedule. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR		X			
SHERI HUMPHREY, VICE CHAIR		X			
KAREN LUKENDA	1	X			
GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN		X			
JOANNE PETKOV	2	X			

The Board of Commissioners adopted Resolution 2022-21.

2022-18: Resolution to approve and authorize a Shared Services Agreement with the City of Linden for the services of a Qualified Purchasing Agent (Doreen Fritzsche). The resolution was tabled.

2022-23: Resolution to approve and authorize the award of a contract to Governance and Fiscal Affairs LLC for Qualified Purchasing Agent Services. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR	1	X			
SHERI HUMPHREY, VICE CHAIR	2	X			
KAREN LUKENDA			X		

GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN		X			
JOANNE PETKOV			X		

The Board of Commissioners adopted Resolution 2022-23.

There is a discussion regarding a Request for Proposals for exterminator services. The Board previously authorized the initiation of the procurement process for exterminator services under Resolution 2022-22.

There is a discussion regarding elevator modernization and an existing five year contract for elevator maintenance.

There is a discussion regarding the extended settlement negotiations with Zurich Insurance for the wall failure matter.

There is a discussion regarding the Personnel Policies and Procedures Manual update. The matter is tabled to allow commissioners additional time to review.

There is a discussion regarding the Procurement Policy update. The matter is tabled to allow commissioners additional time to review.

There is a discussion regarding the Conflict of Interest Policy update. The matter is tabled to allow commissioners additional time to review.

NEW BUSINESS

Executive Director Ferguson states that a notice was distributed to every tenant in both English and Spanish advising them to not open the front and/or rear doors.

2022-25: Resolution to approve and authorize the initiation of the procurement process for Human Resources consulting services. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR	1	X			
SHERI HUMPHREY, VICE CHAIR		X			
KAREN LUKENDA			X		
GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN		X			
JOANNE PETKOV	2	X			

The Board of Commissioners adopted Resolution 2022-25.

MAINTENANCE REPORT

Read and filed.

COMMISSIONER’S COMMENTS

None.

PUBLIC COMMENTS

Augustine Booker commented on bed bugs in Ferguson Towers.

A Motion was made to amend the meeting agenda and enter into Executive/Closed Session for discussion of matters of attorney-client privilege and pending litigation. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR		X			
SHERI HUMPHREY, VICE CHAIR	1	X			
KAREN LUKENDA		X			
GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN		X			
JOANNE PETKOV	2	X			

The Board entered into Executive/Closed Session for the discussion of matters of attorney-client privilege and pending litigation.

A motion was made to exit Executive/Closed Session. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR		X			
SHERI HUMPHREY, VICE CHAIR		X			
KAREN LUKENDA	1	X			
GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN	2	X			
JOANNE PETKOV		X			

The Board of Commissioners returned to open session.

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

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR	2	X			
SHERI HUMPHREY, VICE CHAIR		X			
KAREN LUKENDA		X			
GARY MANNUZZA		X			
PETER MATLOSZ		X			
DANI ORELIEN		X			
JOANNE PETKOV	1	X			

The meeting was adjourned at 5:58 p.m.