

The Caucus of the Housing Authority of the City of Bayonne was held on Thursday, March 7, 2019 at 5:00 PM in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

The following letter was received from the Executive Director, John T. Mahon.

Honorable Ludovico Nolfo

Honorable John R. Cupo

Honorable Rev. H. Sykes

Honorable Vincent Lombardo

Honorable Maria Karczewski

Honorable Irene Rose Pyke

Honorable Edith Ferrell

Kathleen A. Walrod, Counsel

Members of the Board:

In accordance with the By-laws of the Housing Authority of the City of Bayonne, after consulting with the other Commissioners of the Authority, I have determined to call Caucus Meetings of the Authority, as additional special meetings of the Authority, generally to be held on the Thursday at 5:00 PM prior to the second Tuesday of the month.

Very truly yours,

Ludovico Nolfo
Chairman

The Regular Meeting of the Housing Authority of the City of Bayonne was held on **Tuesday, March 12, 2019 at 5:30 P.M.** in the Thomas Wojslawowicz Room located at 549 Avenue A, Bayonne, N.J. 07002.

Executive Director John Mahon called the roll and the following were present:

Chairman Nolfo, Vice Chairperson Ferrell, commissioners Karczewski, Sykes, Lombardo, Cupo, and Pyke. Also in attendance was Kathleen A. Walrod, Esq.

Executive Director moved to dispense with the reading of the minutes of the previous full Agenda Meeting of January 15, 2019 in view of the fact that each Commissioner received a copy of these minutes. Executive Director also acknowledged excused absences from the caucus meeting for Chairman Nolfo and Commissioners Karczewski and Lombardo. Motion made by Commissioner Lombardo and seconded by Commissioner Sykes.

AYES: Chairman Nolfo, Vice Chairperson Ferrell, commissioners Karczewski, Sykes, Lombardo, Cupo, and Pyke

NAYS: None.

Members of the Board:

A Resolution authorizing the renewal of Mite Busters LLC of Union City, NJ contract for Pest Control Services for one year is being prepared for your consideration.

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A Resolution authorizing the renewal of Mite Busters LLC of Union City, NJ contract for Exceptional Services for Bed Bug Elimination for one year is being prepared for your consideration.

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A Resolution authorizing the Snow Removal Policy & Procedures Amendment to the Personnel Manual.

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A Resolution entering into an interlocal agreement with Perth Amboy Housing Authority for Section 8 and Public Housing Support Services.

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A Resolution authorizing the renewal of contract for the Authority’s Right to Know to Rullo & Juliet Associated is being prepared for your consideration.

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A Resolution entering into an agreement with National Tenant Network (NTN) for criminal background check services

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On Thursday, February 7th, 2019 at 11:00 AM proposals were received and opened for **ELEVATOR MODERNIZATION CONSULTING SERVICES** from the following:

PROPOSER

Van Deusen & Associates, Inc.
DTM, Inc.

A Resolution awarding a contract to Van Deusen & Associates, Inc. for A/E Services is being prepared for your consideration.

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A Resolution approving an extended Leave of Absence for an employee is being prepared for your consideration.

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Respectfully submitted,

John T. Mahon
Executive Director

(6550) WHEREAS, the Housing Authority of the City of Bayonne (the “Authority”) has determined that, given the nature and extent of the items discussed and voted upon at its regular meetings, it would be in the Authority’s best interests to adopt a consent agenda format for the purpose of conducting one vote on all routine and un-debated matters; **WHEREAS**, the Authority’s Commissioners have reviewed the items listed on the printed agenda, and determined that all shall be voted on together with one vote, and **WHEREAS**, all Commissioners in attendance at this Regular Meeting of the Authority are in agreement with this determination, **NOW THEREFORE BE IT RESOLVED**, that the resolutions numbered **6550, 6551, 6552, 6553, 6554, 6555, 6556, 6557, 6558, 6559** are hereby adopted, effective immediately, based upon the single vote of the Commissioners.

(6551) WHEREAS, by Resolution No. 6386, adopted by the Board of Commissioners of the Housing Authority of the City of Bayonne (the “Authority”) on March 21, 2017, a contract

was awarded to Mitebuster, LLC of Union City, N.J. for Pest Control Services in the amount of \$36,800, and

WHEREAS, the Invitation for Bid provided that the Authority reserved the right to renew the Contract, at the Authority’s sole option, for an additional one year at the same price, now therefore be it

NOW, THEREFORE BE IT RESOLVED, that a renewal contract, as provided for in the Invitation for Bid and permitted by the New Jersey Local Public Contracts Law, for the period of one year commencing on April 1, 2019 and terminating on March 31, 2020 be awarded to Mitebuster, LLC of Union City N. J. for Pest Control Services in the amount of \$36,800.

(6552) **WHEREAS**, by Resolution No. 6387, adopted by the Board of Commissioners of the Housing Authority of the City of Bayonne (the “Authority”) on March 21, 2017, a contract was awarded to Mitebuster, LLC of Union City, N. J. for Exceptional Services for Bed Bug Elimination Services in the amount of up to \$1,300, and

WHEREAS, the Invitation for Bid provided that the Authority reserved the right to renew the Contract, at the Authority’s sole option, for an additional one year at the same price, now therefore be it

NOW, THEREFORE BE IT RESOLVED, that a renewal contract, as provided for in the Invitation for Bid and permitted by the New Jersey Local Public Contracts Law, for the period of one year commencing on April 1, 2019 and terminating on March 31, 2020 be awarded to Mitebuster, LLC of Union City, N. J. for Exceptional Services for Bed Bug Elimination Services in the amount of up to \$1,300.

(6553) **WHEREAS**, from time to time the Bayonne Housing Authority, through regulation, law, or necessity, is required to adopt, update and amend its policies and leases;

NOW THEREFORE BE IT RESOLVED that the following policies be updated or adopted and appropriate lease addendums also be adopted.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes and directs the appropriate Housing Authority staff to enforce and execute the Policies and Lease Addendum listed:

Snow Removal Policy & Procedures Amendment to the Personnel Manual

(6554) **RESOLVED**, that the Executive Director be authorized to enter into an agreement with Perth Amboy Housing Authority for Section 8 and Public Housing Support Services.

(6555) **WHEREAS**, the Housing Authority of the City of Bayonne is required to follow appropriate laws of the State of New Jersey

WHEREAS, “Right to Know” laws must be followed and

WHEREAS, Rullo & Juillet Associates, Inc. have performed “Right to Know” related tasks as per requirements of the law and

WHEREAS, Rullo & Juillet Associates, Inc. has the expertise and knowledge of the Authority needed to perform the tasks required by New Jersey State Law, **NOW THEREFORE BE IT RESOLVED** that the Director is authorized to retain Rullo & Juillet Associates, Inc. for an amount not to exceed **\$10,000** to conduct a physical inventory, the updating of central files for each building, for the 2018 survey.

(6556) WHEREAS, one of the responsibilities of the Bayonne Housing Authority is to establish appropriate screening procedures for applicants and existing tenants; and **WHEREAS**, the Bayonne Housing Authority attempts to conduct such screening in the most efficient and cost effective means. **NOW THEREFORE BE IT RESOLVED** that the Bayonne Housing Authority renew the agreement with National Tenant Network (NTN) for criminal background check services.

(6557) WHEREAS, in accordance with the United States Department of Housing and Urban Development (“HUD”) procurement of professional services, the Housing Authority of the City of Bayonne (the “Authority”) on January 23, 2019 & January 28, 2019 published in **THE JERSEY JOURNAL**, a Request for Proposals (the “RFP”) for Architectural/Engineering Services (the “A/E Services”) in connection with the following project:

ELEVATOR MODERNIZATION CONSULTING SERVICES

WHEREAS, as of the **February 7, 2019 11:00 AM** deadline for receipt of proposals in response to the RFP, the following Architectural/Engineering firms submitted proposals as follows:

ARCHITECTURAL/ENGINEERING FIRMS

Van Deusen & Associates, Inc.	\$31,500.00
DTM, Inc.	\$42,713.01

WHEREAS, the Authority’s Executive Director has evaluated the proposals received based on evaluation criteria included in the RFP and recommends that the Authority accept the proposal of Van Deusen & Associates, Inc. to perform the A/E Services, and

WHEREAS, the award of this contract has complied with the fair and open process, established and further defined by N.J.S.A. 19:44A-20.7. Consequently, the provisions of N.J.S.A. 19:44A-20.5 and N.J.S.A. 19:44A-20.26, as to campaign contributions, do not apply to the contract,

NOW THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE AUTHORITY, that the proposal of Van Deusen & Associates, Inc. is hereby accepted, with the understanding that any condition or provision contained in the proposal, which is inconsistent with the Authority’s Standard Agreement for Professional Architects/Engineers Services (the “Agreement”) and the RFP, is not accepted, and **BE IT FURTHER RESOLVED**, that the Authority’s appropriate officers are hereby authorized and directed to enter into the Agreement with Van Deusen & Associates, Inc. to perform said A/E Services, and

BE IT FURTHER RESOLVED, that in accordance with the New Jersey Local Publish Law Contracts Law, N.J.S.A. 40A:11 et seq., the hiring of Van Deusen & Associates, Inc. to provide the A/E Services, including the nature, service, duration and amount of the contract and a statement that the contract and the hiring resolution are available for public

inspection, shall be published as a legal notice once in a newspaper authorized by law to publish such notice.

(6558) WHEREAS, Bayonne Housing Authority (“BHA”) employees are afforded certain medical insurance benefits during their employment at the BHA, and
WHEREAS, Robert Fernandez is an employee of the BHA, and
WHEREAS, Mr. Fernandez is currently on sick leave and has requested that medical insurance benefits be extended to him during this time as he recuperates,
NOW THEREFORE BE IT RESOLVED, that current insurance coverage be extended to Robert Fernandez and that Mr. Fernandez continue to make contributions towards said coverage as he currently does for a three month period, and
BE IT FURTHER RESOLVED, that the Board of Commissioners and staff of the BHA wish Mr. Fernandez a speedy and complete recovery.

(6559) WHEREAS, the Executive Director of the Housing Authority of the City of Bayonne (the “Authority”) has prepared the attached list of claims and payments (the “List”) for consideration by the Authority Board of Commissioners, and
WHEREAS, the List has been reviewed by the Commissioners,
NOW THEREFORE BE IT RESOLVED that the Chairman or Vice Chairman and the Executive Director be authorized and directed to execute checks for and make the payments hereby approved.

VOTE ON RESOLUTIONS: 6550, 6551, 6552, 6553, 6554, 6555, 6556, 6557, 6558, 6559.

AYES: Chairman Nolfo, Vice Chairperson Ferrell, commissioners Karczewski, Sykes, Lombardo, Cupo, and Pyke

NAYS: None.

CARRIED.

Executive Director, John Mahon: Mr. Chairman, we’re done with the regular business, I turn the meeting over to you.

Chairman Nolfo: If you would like to address us, please state your name and address. I’m not hearing anyone.

The Chairman then asked for a motion to adjourn.

Motion made by Commissioner Karczewski and seconded by Commissioner Pyke to adjourn.

AYES: Chairman Nolfo, Vice Chairperson Ferrell, commissioners Karczewski, Sykes, Lombardo, Cupo, and Pyke

NAYS: None.

The meeting was then adjourned at 5:34 PM.