

The Caucus of the Housing Authority of the City of Bayonne was held on Tuesday, March 14, 2023 at 4:30 PM in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

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

Honorable Vincent Lombardo

Honorable Irene Rose Pyke

Honorable Robert Doria

Honorable Shanna McKennan

Honorable Jubrial J. Nesheiwat

Honorable Keith Makowski

Raff, Masone & Weeks, 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, generally to be held one hour directly before the Regular Meetings.

Very truly yours,
Vincent Lombardo
Chairman

The Regular Meeting of the Housing Authority of the City of Bayonne was held on **Tuesday, March 14, 2023 at 5:30 PM** in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

Members of the Board:

Resolution authorizing the acceptance of the minutes of the Board of Commissioners regular meeting held on February 7, 2023.

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On Wednesday, March 1, 2023 at 11:00 AM, bids were opened and read aloud for Pest Control Services from the following:

BIDDER	<u>BID AMOUNT</u>
Mitebusters	\$64,740.00
E&G Exterminating	\$92,880.00

A Resolution awarding a contract to Mitebusters is being prepared for your consideration.

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On Wednesday, March 1, 2023 at 11:15 AM, bids were opened and read aloud for Exceptional Services Bed Bug Elimination from the following:

BIDDER	<u>BID AMOUNT</u>
Mitebusters	\$1,750.00
E&G Exterminating	\$1,200.00

A Resolution awarding a contract to Mitebusters is being prepared for your consideration.

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A Resolution authorizing the renewal of A&A Painting and Contracting, Co. contract for Apartment Turnover Painting and plastering is being prepared for your consideration.

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A Resolution authorizing to advertise for bids for Apartment Flooring Installation is being prepared for your consideration.

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A Resolution authorizing the hiring of Jose Resendiz Perez as Building Maintenance Worker is being prepared for your consideration.

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A Resolution authorizing the hiring of Tara Ayala as Housing Assistance Technician is being prepared for your consideration.

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A Resolution authorizing the promotion of Jamie Paolino to Housing Assistance Technician is being prepared for your consideration.

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Executive/Strategic Planning Committee

Any topics discussed by the Executive Committee were covered by the Finance & Personnel Committee.

Finance and Personnel Committee

Reviewed the financials and found them in order. Reviewed recommendations for the hiring of two maintenance employees.

Facilities and Tenant Relations Committee

The Committee discussed the Exterminating Services bid and the Bed Bug special bid.

Pending legal review, the apparent low bidder for the Exterminating Services was Mitebusters the current vendor and E&G Exterminating for the bed bug component.

There was concern about E&G as they bid the same amount for each sized unit for the bed bug bid. Staff communicated with E&G they were reaffirmed their bid.

(On 3/13 General Council determined that the bids of E&G were deficient with incurable fatal defects and should be rejected, so it is the recommendation that the awards go to Mitebusters for both contracts.)

The committee also discussed occupancy rates and the plan to address any vacancies. BHA's occupancy rate is above both the national and state average.

Subsequent to the meeting 3 items were discussed.

Hunterdon County has a purchasing coop that meet NJ requirements for such organizations. It is similar to the concept of a state contract. Maintenance recommends that we join the coop as some of the products and services the BHA uses are available. This organization streamlines the process if the right products/services are at the right price/availability. It cost nothing to join, requires no spending commitment, but does require a resolution.

The painting contract for apartment turnaround has a 2nd year option renewal. The contractor who has done a good job has indicated that they would like to extend the contract for an additional year at the current cost. Based on some research it is felt that the price is fair and the work has been good. The contract is not to exceed \$485,000. The other bids last year were in excess of \$600,000 and 1 million.

The vinyl floor contract will be expiring and we need to go back out for bid for those services.

Respectfully submitted,
John T. Mahon
Executive Director

Executive Director John Mahon:

In accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975, the “so called” Sunshine Law, a notice was forwarded to the clerk of the City of Bayonne and to the Jersey Journal and was posted on the bulletin board in the lobby of 549 Avenue A, Bayonne, New Jersey. Also in accordance of executive order no. 103, issued by Governor Murphy on March 9, 2020, declaring a state of emergency and a public health emergency in the state of New Jersey, following all said provisions of the emergency order. We can call this meeting to order and please be advised that this public meeting is being recorded.

I just want to say, in reference to what I said before, we have not heard anything of the state emergency being lifted yet, but that’s different from what I discussed earlier. I guess pledge to the flag?

Pledge of Allegiance

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

Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, and Makowski were present. Commissioner McKennan had an excused absence.

Executive Director John Mahon:

We’re going to do a roll call on item number 2 [resolution 6892].

John Mahon reads Consent Agenda resolution number 6890 listed below

(6890) 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, (except resolution numbered **6892**), 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 **6890-6891 & 6893-6900** are hereby adopted, effective immediately, based upon the single vote of the Commissioners.

(6891) WHEREAS, the Board of Commissioners held the regular Board meeting on February 7, 2023 meeting which was attended in person by the Commissioners; and,

WHEREAS, the minutes of the meeting must be and have been presented to the Board for review and approval; and,

NOW THEREFORE BE IT RESOLVED, by the Housing Authority of the City of Bayonne Board of Commissioners that the attached minutes of the February 2023 Board of Commissioners regular meeting are approved.

(6892) [Voted on individually below]

(6893) WHEREAS, the Housing Authority of the City of Bayonne (the “Authority”) publicly advertised an Invitation for Bids (the “Invitation”) in THE JERSEY JOURNAL on February 1, 2023 and February 8, 2023 for **PEST CONTROL SERVICES AT NJ12-1, NJ12-2, NJ12-3, NJ12-4, NJ12-5, NJ12-6A, NJ12-6B, NJ12-7, NJ12-8, NJ12-9, NJ12-11, AND BRIDGEVIEW MANOR** (the “Services”) for the period of one year commencing April 1, 2023 and terminating March 31, 2024, and

WHEREAS, the Invitation for Bids provided interested parties with information on how to acquire plans and specifications (the “Specifications”) for the Services and indicated that the bids would be received by 11:00 AM on March 1, 2023 whereupon the bids were opened at the Authority’s office and read aloud as follows:

<u>BIDDER</u>	<u>BID AMOUNT</u>
Mitebusters	\$64,740.00
E&G Exterminating	\$92,880.00

WHEREAS, the bid package includes certain documentation that must be completed and signed at time of submission and E&G Exterminating failed to adhere to the bid package requirements as it pertains to completing and signing certain required forms, and

WHEREAS the Board of Commissioners have reviewed the bid placed by Mitebusters and determined that bidder was a responsible bidder and recommended that the Authority award a contract for the referenced Services to Mitebusters, 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, and

BE IT FURTHER RESOLVED BY THE COMMISSIONERS OF THE AUTHORITY that its appropriate officers are hereby authorized and directed to enter into a contract with Mitebusters to perform the Services in the amount of **\$64,740.00**.

(6894) WHEREAS, the Housing Authority of the City of Bayonne (the “Authority”) publicly advertised an Invitation for Bids (the “Invitation”) in THE JERSEY JOURNAL on February 1, 2023 and February 8, 2023 for **EXCEPTIONAL SERVICES FOR BED BUG ELIMINATION AT NJ12-1, NJ12-2, NJ12-3, NJ12-4, NJ12-5, NJ12-6A, NJ12-6B, NJ12-7, NJ12-8, NJ12-9, NJ12-11, AND BRIDGEVIEW MANOR** (the “Services”) for the period of one year commencing April 1, 2023 and terminating March 31, 2024, and

WHEREAS, the Invitation for Bids provided interested parties with information on how to acquire plans and specifications (the “Specifications”) for the Services and indicated that the bids would be received by 11:15 AM on March 1, 2023 whereupon the bids were opened at the Authority’s office and read aloud as follows:

<u>BIDDER</u>	<u>BID AMOUNT</u>
Mitebusters	\$1,750.00
E&G Exterminating	\$1,200.00

WHEREAS, the bid package includes certain documentation that must be completed and signed at time of submission and E&G Exterminating failed to adhere to the bid package requirements as it pertains to completing and signing certain required forms, and **WHEREAS** the Board of Commissioners have reviewed the bid placed by **Mitebusters** and determined that bidder was a responsible bidder and recommended that the Authority award a contract for the referenced Services to **Mitebusters**, 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, and **BE IT FURTHER RESOLVED BY THE COMMISSIONERS OF THE AUTHORITY** that its appropriate officers are hereby authorized and directed to enter into a contract with **Mitebusters** to perform the Services in the amount of **\$1,750.00**.

(6895) WHEREAS, by Resolution No. **6799**, adopted by the Board of Commissioners of the Housing Authority of the City of Bayonne (the “Authority”) on March 8, 2022, a contract was awarded to **A&A Painting and Contracting, Co.** for Apartment Turnover Painting and Plastering in the amount of **\$485,240.00**, and **WHEREAS**, the Invitation for Bid provided that the Authority reserved the right to renew the Contract, at the Authority’s option, for an additional one year at the same price, **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 March 14, 2023 and terminating on March 13, 2024 be awarded to **A&A Painting and Contracting, Co.** for Apartment Turnover Painting and Plastering in the amount of **\$485,240.00**.

(6896) RESOLVED, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise for bids for:

APARTMENT FLOORING INSTALLATION

(6897) NOW THEREFORE BE IT RESOLVED, that the following be appointed to the position of Building Maintenance Worker at the annual salary shown, in accordance with the rules and regulations of the New Jersey Department of Personnel and the personnel policy of the Housing Authority of the City of Bayonne (the “Authority”). Appointment and temporary employment shall be contingent upon satisfaction of all Authority requirements for medical examination, background check and other reviews and evaluations, as required depending upon the position. If already temporarily employed, such employment may be terminated if any such contingency is not resolved satisfactorily.

Jose Resendiz Perez
\$40,248

(6898) NOW THEREFORE BE IT RESOLVED, that the following be appointed to the position of Housing Assistance Technician at the annual salary shown, in accordance with the rules and regulations of the New Jersey Department of Personnel and the personnel policy of the Housing Authority of the City of Bayonne (the “Authority”). Appointment and temporary employment shall be contingent upon satisfaction of all Authority requirements for medical examination, background check and other reviews and evaluations, as required depending

upon the position. If already temporarily employed, such employment may be terminated if any such contingency is not resolved satisfactorily.

Tara Ayala
\$40,110

(6899) RESOLVED, that the following be appointed to the permanent position in accordance with the rules and regulations of the New Jersey Department of Personnel and the Personnel Policy of the City of Bayonne effective **March 14, 2023**.

JAMIE PAOLINO
Housing Assistance Technician
\$39,107

(6900) 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.

Chair Lombardo:

I just want to make one note. I’m going to be abstaining from item 1 [Resolution 6891] since I was not at the meeting.

Executive Director John Mahon:

Okay. Do we have a motion and a second?

Motion by Commissioner Doria and seconded by Vice Chair Pyke

Executive Director John Mahon:

Having a motion and a second, all in favor?

AYES: *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, and Makowski.*

OPPOSED:

ABSTAIN: *[Chair Lombardo has abstained from Resolution 6891 only].*

Executive Director John Mahon:

Okay, and number 2.

John Mahon then reads resolution number 6892 listed below to be voted on individually

(6892)

**RESOLUTION FOR MEMBER PARTICIPATION
IN A COOPERATIVE PRICING SYSTEM**

A RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF
BAYONNE TO ENTER INTO A COOPERATIVE PRICING AGREEMENT
RESOLUTION NUMBER: **#6892**

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on March 14, 2023 the governing body of the Housing Authority of the City of Bayonne, County of Hudson, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Housing Authority of the City of Bayonne.

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Executive Director is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

Executive Director John Mahon:

Do I hear a motion?

Motion by Commissioner Nesheiwat and seconded by Commissioner Makowski

Executive Director John Mahon:

Any questions? Roll call.

AYES: *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, and Makowski.*

OPPOSED:

ABSTAIN:

Executive Director John Mahon:

Mr. Chairman, that concludes the regular order of business and I turne the meeting over to you.

Chair Lombardo:

Just a couple of quick items. One, please express to Mr. Olesky the boys' appreciation to take the time from his personal time, to take the students of our programs to the basketball game. It was our pleasure to be able to support that. I think Mike does a great job, and Commissioner Makowski, next year you'll be coming when we do the Christmas presents. It's a great program and the kids are well deserving too.

Executive Director John Mahon:

And the field day, too.

Chair Lombardo:

And the field day as well. Secondly, in our resolutions, we hired three people. I just want to go on the record by saying congratulations. Jamie Paolino who's being promoted to her new position. This board takes it serious that we want to make sure we recognize the good work, of course. And when the opportunities are there, not that they're going to get to jobs automatically, but we do recognize that and we want to encourage everyone to continue to look for opportunities with the agency.

And then third, we didn't talk about in the caucus, but in the packets there are two conferences coming up. One in Delaware and one in Atlantic City for the commissioners. The one in Atlantic City will have a one of the classes that are required. Not sure of the schedules, but if you could make that, please contact John and he'll make the arrangements for your rooms and transportation and scheduling. And the other commissioners, if you'd like to attend just let John know.

Executive Director John Mahon:

And then the Delaware one does have specific HUD training, one day is devoted from HUD strictly for the commissioners.

Chair Lombardo:

I believe the finance class is on the Monday. So if somebody wanted to go down Sunday night and take the class on Monday, it can be worked out. It'll help meet your criteria.

Executive Director John Mahon:

The State law for educational classes, yeah. New Jersey NAHRO got authorization from DCA to be instructors on the required classes.

Chair Lombardo:

And so if anyone is interested, please feel free to let John know. Is there are anything else? I have nothing. Do the commissioners have anything to share?

Executive Director John Mahon:

Do I hear a motion to adjourn?

Motion by Commissioner Makowski and seconded by Commissioner Doria

Executive Director John Mahon:

All in favor?

AYES: *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, and Makowski.*

OPPOSED:

ABSTAIN:

Executive Director John Mahon:

Thank you very much.

The meeting was then adjourned at 5:37 PM.