

The Caucus of the Housing Authority of the City of Bayonne was held on Thursday, August 4, 2016 at Noon in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

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

Absent: Commissioners Karczewski, Kaczka, and Nardini.

Honorable Ludovico Nolfo  
87 Trask Avenue  
Bayonne, New Jersey 07002

Honorable Timothy J. Moriarty  
88 West 31<sup>st</sup> Street  
Bayonne, New Jersey 07002

Honorable Rev. H. Sykes  
28 West 20<sup>th</sup> Street  
Bayonne, New Jersey 07002

Honorable Edward Kaczka  
10 Latourette Place  
Bayonne, New Jersey 07002

Honorable Maria Karczewski  
95 West 39<sup>th</sup> Street  
Bayonne, New Jersey 07002

Honorable Edith Sinclair-Morris  
3 Kennedy Blvd, 2<sup>nd</sup> Floor  
Bayonne, New Jersey 07002

Antonio Nardini  
109 Avenue A  
Bayonne, New Jersey 07002

Kathleen A. Walrod, Counsel  
700 Plaza Drive Suite 212  
Secaucus, N.J. 07096

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 Noon prior to the second Tuesday of the month.

Very truly yours,

Ludovico Nolfo  
Chairman

The Director went over the Secretary's Report and reviewed all the Resolutions that were on the agenda for the Regular Meeting to be held on Tuesday, August 9, 2016.

The meeting convened at 12:05 PM.

The Regular Meeting of the Housing Authority of the City of Bayonne was held on **Tuesday, August 9, 2016 at 1:00 P.M.** in the Thomas Wojslawowicz Room located at 549 Avenue A, Bayonne, N.J. 07002.

Chairman Nolfo makes an announcement congratulating Executive Director John Mahon for being selected to serve on the Board of Trustees of the Public Housing Authorities Directors Association (PHADA) for a three year period.

Assistant Executive Director Ava Mitchell called the roll and the following were present:

Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Kaczka, and Karczewski. Also in attendance was Kathleen A. Walrod, Esq.

Assistant Executive Director moved to dispense with the reading of the minutes of the previous full Agenda Meeting of July 12, 2016 in view of the fact that each Commissioner received a copy of these minutes. Motion made by Commissioner Moriarty and seconded by Vice Chairman Sykes.

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Kaczka, and Karczewski.

**NAYS:** None.

Members of the Board:

On Tuesday, July 12, 2016 at 10:30 a.m. bids were received and opened for **WATER LINE REPLACEMENTS AT PAMRAPO GARDENS NJ12-1** from the following:

<u>BIDDER</u>	<u>BID AMOUNT</u>
<b>William J. Guarini, Inc.</b>	<b>\$ 45,000</b>

A Resolution awarding a contract to **William J. Guarini, Inc.** is being prepared for your consideration.

\* \* \* \* \*

A Resolution approving the write offs from July 1, 2015 to June 30, 2016 is being prepared for your consideration.

\* \* \* \* \*

Resolution approving the Authority's Adopted Budget from July 1, 2015 to June 30, 2016 is being prepared for your consideration.

\* \* \* \* \*

A Resolution authorizing that the annual audit report was reviewed by the Board and a Group Affidavit was submitted to the Local Finance Board is being prepared for your consideration.

\* \* \* \* \*

Respectfully submitted,

John T. Mahon  
Executive Director

**The following Resolution was introduced by Chairman Nolfo read in full and considered:**

**(6334) WHEREAS**, the Housing Authority of the City of Bayonne (the "Authority") publicly advertised an Invitation for Bids (the "Invitation") in THE JERSEY JOURNAL on Thursday, June 23, 2016 for **WATER LINE REPLACEMENTS AT PAMRAPO GARDENS NJ12-1** the ("Project") and **WHEREAS**, the Invitation for Bids provided interested parties with information on how to acquire plans and specifications (the "Specifications") for the Project and indicated that the bids would be received and opened at 10:30 A.M. on Tuesday, July 12, 2016 whereupon the bids were opened at the Authority's office and read aloud as follows:

<u>BIDDER</u>	<u>BID AMOUNT</u>
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**William J. Guarini, Inc.**

**\$ 45,000**

**WHEREAS**, by letter to the Authority's Executive Director, Mr. John T. Mahon, DAL Design Group of Bayonne, NJ the Authority's Architect for the project, stated that his review of William J. Guarini, Inc., NJ bid, indicated that the bidder was a responsible contractor and recommended that the Authority award a contract for the referenced project to this Contractor,

**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 **William J. Guarini, Inc.**, NJ. to construct the Project in the amount of **\$45,000**.

**CARRIED.**

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Kaczka, and Karczewski.

**NAYS:** None.

**(6335) WHEREAS**, the 2015-2016 fiscal year of the Housing Authority of the City of Bayonne (the "Authority") ended June 30, 2016 and

**WHEREAS**, the Authority currently has outstanding debts owed to it from prior tenants of the Authority in the amounts indicated on the list attached heretofore totaling \$39,738.17 for the periods and total amounts as shown thereon for the period **July 1, 2015 to June 30, 2016**, and,

**WHEREAS**, it is in the opinion of the Authority's Accountant, David Ciarrocca, CPA, as set forth in his letter of August 4, 2016 to the Authority that the Authority should write off the aforesated debts,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Authority, that based upon the recommendation of its Accountant, the aforesated debts are hereby written off, and

**BE IT FURTHER RESOLVED**, that the write-offs on these debts shall be effected no later than June 30, 2016 and

**BE IT FURTHER RESOLVED**, that this action shall not alter the intention of the Authority to collect all accounts with amounts over \$1,000 and that, should any such amounts be collected, the proceeds thereof shall be included in the accounts of the Authority as extraordinary revenues at the time of their actual receipt.

**CARRIED.**

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Kaczka, and Karczewski.

**NAYS:** None.

**(6336) WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the fiscal year ended June 30, 2015 has been completed and filed with the Local Finance Board pursuant to N.J.S.A. 40A:5A-15, and

**WHEREAS**, N.J.S.A.40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member there of has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and Recommendations," in accordance with N.J.S.A.40A:5A-17,

**NOW THEREFORE BE IT RESOLVED** that the governing body of the Housing Authority of the City of Bayonne hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended June 30, 2015, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board

**BE IT FURTHER RESOLVED** that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

**CARRIED.**

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Kaczka, and Karczewski.

**NAYS:** None.

## 2015 ADOPTED BUDGET RESOLUTION

### Bayonne Housing Authority HOUSING AUTHORITY

FISCAL YEAR: FROM: July 1, 2015 TO: June 30, 2016

WHEREAS, the Annual Budget and Capital Budget/Program for the Bayonne Housing Authority for the fiscal year beginning July 1, 2015 and ending, June 30, 2016 has been presented for adoption before the governing body of the Bayonne Housing Authority at its open public meeting of August 9, 2016; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$14,858,746, Total Appropriations, including any Accumulated Deficit, if any, of \$14,918,853 and Total Unrestricted Net Position utilized of \$60,107; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,897,860 and Total Unrestricted Net Position planned to be utilized of \$ 0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Bayonne Housing Authority, at an open public meeting held on August 9, 2016 that the Annual Budget and Capital Budget/Program of the Bayonne Housing Authority for the fiscal year beginning, July 1, 2015 and, ending, June 30, 2016 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

*John Morley*  
(Secretary's Signature)

8/9/16  
(Date)

Governing Body Member:	Recorded Vote		Abstain	Absent
	Aye	Nay		
Ludovico Nolfo	X			
Gene Sykes	X			
Timothy Moriarty	X			
Edward Kaczka	X			
Antonio Nardini				X
Maria Karczewski	X			
Edith Sinclair-Morris				X

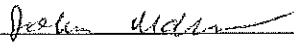
# 2015 ADOPTION CERTIFICATION

## Bayonne Housing Authority

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: July 1, 2015 TO: June 30, 2016

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Bayonne Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 9th day of August, 2016.

Officer's Signature:			
Name:	John T. Mahon		
Title:	Executive Director		
Address:	549 Avenue A Bayonne, N.J. 07002		
Phone Number:	201-339-8700	Fax Number:	201-436-0995
E-mail address	bayonneha@optonline.net		

**CARRIED.**

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Kaczka, and Karczewski.

**NAYS:** None.

**(6338) 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.

**CARRIED.**

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Kaczka, and Karczewski.

**NAYS:** None.

The Chairman opened the floor to anyone in the audience.

Hearing and seeing nobody, the meeting was then adjourned at 1:05 p.m.