

**EXTRACTS FROM THE MINUTES OF THE
SPECIAL MEETING OF THE HOUSING
AUTHORITY OF THE CITY OF SOUTH AMBOY
HELD ON TUESDAY NOVEMBER 21, 2023**

The meeting was convened and called to order. The meeting was convened and called to order and upon roll call those present and absent were as follows:

	<u>PRESENT</u>	<u>ABSENT</u>
Edward O'Connor		X
Grace Hoffman-Spencer	X	
Kathleen Diblasi	X	
Lynn Ust	X	
Patricia Reagan	X	
Rachael Draudt	X	

Also in attendance were Mark Noble, Executive Director Lawrence Stratton, Director of Operations, and Thomas E. Downs, IV, Esq.

1. The bills for November, 2023 were discussed. A motion to pay the bills was made by Patricia Reagan seconded by Kathleen Diblasi. Vote 5-0.

2. The Minutes of October 10, 2023 were discussed. A motion was made by Lynn Ust seconded by Patricia Reagan. Vote 5-0.

3. Resolution 1263 to Award Roof Replacement Dohaney Homes was discussed. Mr. Stratton Advised the Commissioners that 5 Bids were received and opened. The low bidder withdrew the bid as it was well under the Authority's Engineer's estimate for the work. VMG Group,LLC the lowest responsive and responsible bidder.

Resolution was introduced by Grace Hoffman-Spencer , moved by Lynn Ust and seconded Rachael Draudt. Vote 5-0 .

**RESOLUTION NO. 1263
AWARD ROOF REPLACEMENT DOHANEY HOMES**

WHEREAS, the South Amboy Housing Authority is in need of Roof Replacement at Dohaney Homes in order to provide the safety of the residents, and

WHEREAS, the Authority advertised for bids pursuant to the requirements New Jersey State Statutes,

WHEREAS, said bids were received on November 9 , 2023 in accordance with the advertisement and,

WHEREAS, the quote is within the budgetary guidelines of the Authority and;

WHEREAS, the quote has been reviewed by legal counsel and the architect / engineer, has been determined the lowest responsible quote and

WHEREAS, the lowest responsible and responsive bid submitted was by VMG Group in accordance with the advertised bid and,

WHEREAS, it is in the best interest of the Authority to accept such bid and to award the contract for the Roof Replacement at Dohaney Homes , in accordance with the bid submitted, and

NOW, THEREFORE, BE IT RESOLVED, that said bid be accepted and,

BE IT FURTHER RESOLVED, that the contract is hereby awarded VMG Group for Roof Replacement at Dohaney Homes for a total of \$272,132.00

BE IT FURTHER RESOLVED, the Chairman and Secretary are authorized to execute any and all documents to enter into said contract.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

GRACE HOFFMAN-SPENCER, Vice- Chairman

Attested to:

I hereby certify that there is appropriate funding in the budget for said expenditures.

MARK NOBLE, Secretary

WILLIAM KATCHEN, CPA,.

Meeting date: November 21,2023

Resolution was introduced by Grace Hoffman-Spencer , moved by Lynn Ust and seconded Rachael Draudt. Vote 5-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Lynn Ust	X			
Kathleen Deblasi	X			

Patricia Reagan X
 Rachael Draudt X

4. Resolution 1264 Amendments to the HCV Program Administrative Plan was discussed. Mr. Noble indicated that HUD has revised the rules and regulations .

**RESOLUTION NO. 1264
 AUTHORIZING AMENDMENTS TO
 ADMINISTRATIVE PLAN ,FOR THE HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, the South Amboy Housing Authority desires to amend the Administrative Plan ,for the Housing Choice Voucher Program for purposes of complying with the updated HUD Regulations an revisions;

NOW THEREFORE BE IT RESOLVED, that the South Amboy Housing Authority Administrative Plan ,for the Housing Choice Voucher Program be amended to comply with the current HUD Regulations and Revisions:

BE IT FURTHER RESOLVED, that this amendment shall take effect immediately.

GRACE HOFFMAN-SPENCER, Vice- Chairman

Attested to:

Mark Noble, Secretary

Meeting date: November 21, 2023

Resolution was introduced by Grace Hoffman-Spencer , moved by Lynn Ust and seconded Rachael Draudt. Vote 5-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Lynn Ust	X			
Kathleen Deblasi	X			
Patricia Reagan	X			
Rachael Draudt	X			

5. Resolution 1265 To commemorate Commissioner Saverio Sagliocco's Retirement was discussed. By Mr. Noble and Mr. Stratton . Mr Sagliocco i had been a member of the Board since March 2012.

**RESOLUTION 1265
TO COMMEMORATE COMMISSIONER SAVERIO SAGLIOCCO**

WHEREAS, Saverio Sagliocco was a faithful and valuable public servant serving the City of South Amboy as Commissioner of the Housing Authority since March 21, 2012, for many years; and

WHEREAS, he was warmly respected, admired, beloved and esteemed by all of the Commissioners and employees of this Authority; and

WHEREAS, he was warmly respected, admired, beloved and esteemed and a friend to all of the tenants; and

WHEREAS, during the course of his duties, he was able to provide safe sanitary and equitable housing for many families through his diligent efforts; and

WHEREAS, the Authority has suffered a severe and substantial loss by the retirement of Saverio Sagliocco .

NOW THEREFORE, BE IT RESOLVED that the Commissioners of the South Amboy Housing Authority congratulate our beloved and worthy Commissioner Saverio Sagliocco and wish him well on his retirement from the Board of Commissioners.

GRACE HOFFMAN-SPENCER , Vice-Chairman

Attested to:

MARK NOBLE
Secretary

Meeting date: November 21, 2023

Resolution was introduced by Grace Hoffman-Spencer , moved by Rachael Draudt and seconded Lynn Ust . Vote 5-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Lynn Ust	X			
Kathleen Deblasi	X			
Patricia Reagan	X			
Rachael Draudt	X			

6 No one from the public was present.

7 There being no further business on hand at this time, a motion to adjourn was made by Lynn Ust seconded by Rachael Draudt. Vote 5-0.

CERTIFICATION

I, Mark Noble Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a Special Meeting of the Board of Commissioners of the Authority duly called and held on November 21, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 21^h day of November, 2023.

MARK NOBLE, Secretary of the Housing
Authority of the City of South Amboy

RESOLUTION NO. 1263
AWARD ROOF REPLACEMENT DOHANEY HOMES

WHEREAS, the South Amboy Housing Authority is in need of Roof Replacement at Dohaney Homes in order to provide the safety of the residents, and

WHEREAS, the Authority advertised for bids pursuant to the requirements New Jersey State Statutes,

WHEREAS, said bids were received on November 9 , 2023 in accordance with the advertisement and,

WHEREAS, the quote is within the budgetary guidelines of the Authority and;

WHEREAS, the quote has been reviewed by legal counsel and the architect / engineer, has been determined the lowest responsible quote and

WHEREAS, the lowest responsible and responsive bid submitted was by VMG Group in accordance with the advertised bid and,

WHEREAS, it is in the best interest of the Authority to accept such bid and to award the contract for the Roof Replacement at Dohaney Homes , in accordance with the bid submitted, and

NOW, THEREFORE, BE IT RESOLVED, that said bid be accepted and,

BE IT FURTHER RESOLVED, that the contract is hereby awarded VMG Group for Roof Replacement at Dohaney Homes for a total of \$272,132.00

BE IT FURTHER RESOLVED, the Chairman and Secretary are authorized to execute any and all documents to enter into said contract.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

GRACE HOFFMAN-SPENCER, Vice- Chairman

Attested to:

I hereby certify that there is
appropriate funding in the budget
for said expenditures.

MARK NOBLE, Secretary

WILLIAM KATCHEN, CPA,.

Meeting date: November 21,2023

Resolution was introduced by Grace Hoffman-Spencer , moved by Lynn Ust and seconded Rachael Draudt. Vote 5-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Lynn Ust	X			
Kathleen Deblasi	X			
Patricia Reagan	X			
Rachael Draudt	X			

CERTIFICATION

I, Mark Noble Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a Regular Meeting of the Board of Commissioners of the Authority duly called and held on November 21, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 21th day of November, 2023.

MARK NOBLE Secretary of the Housing
Authority of the City of South Amboy

Authority of the City of South Amboy

**RESOLUTION NO. 1264
AUTHORIZING AMENDMENTS TO
ADMINISTRATIVE PLAN ,FOR THE HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, the South Amboy Housing Authority desires to amend the Administrative Plan ,for the Housing Choice Voucher Program for purposes of complying with the updated HUD Regulations an revisions;

NOW THEREFORE BE IT RESOLVED, that the South Amboy Housing Authority Administrative Plan ,for the Housing Choice Voucher Program be amended to comply with the current HUD Regulations and Revisions:

BE IT FURTHER RESOLVED, that this amendment shall take effect immediately.

Attested to: GRACE HOFFMAN-SPENCER, Vice- Chairman

Mark Noble, Secretary I hereby certify that there is appropriate funding in the budget for said expenditures.

Meeting date: November 21, 2023 William Katchen, CPA.

Resolution was introduced by Grace Hoffman-Spencer , moved by Lynn Ust and seconded Rachael Draudt. Vote 5-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Lynn Ust	X			
Kathleen Deblasi	X			
Patricia Reagan	X			
Rachael Draudt	X			

CERTIFICATION

I, Mark Noble, Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a Regular Meeting of the Board of Commissioners of the Authority duly called and held on November 21, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 21th day of November, 2023.

Mark Noble, Secretary of the Housing
Authority of the City of South Amboy

**RESOLUTION 1265
TO COMMEMORATE COMMISSIONER SAVERIO SAGLIOCCO**

WHEREAS, Saverio Sagliocco was a faithful and valuable public servant serving the City of South Amboy as Commissioner of the Housing Authority since March 21, 2012, for many years; and

WHEREAS, he was warmly respected, admired, beloved and esteemed by all of the Commissioners and employees of this Authority; and

WHEREAS, he was warmly respected, admired, beloved and esteemed and a friend to all of the tenants; and

WHEREAS, during the course of his duties, he was able to provide safe sanitary and equitable housing for many families through his diligent efforts; and

WHEREAS, the Authority has suffered a severe and substantial loss by the retirement of Saverio Sagliocco .

NOW THEREFORE, BE IT RESOLVED that the Commissioners of the South Amboy Housing Authority congratulate our beloved and worthy Commissioner Saverio Sagliocco and wish him well on his retirement from the Board of Commissioners.

GRACE HOFFMAN-SPENCER, Vice-Chairman

Attested to:

MARK NOBLE
Secretary

Meeting date: November 21, 2023

Resolution was introduced by Grace Hoffman-Spencer , moved by Rachael Draudt and seconded Lynn Ust . Vote 5-0 .

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Grace Hoffman-Spencer	X			
Edward O'Connor				X
Lynn Ust	X			
Kathleen Deblasi	X			
Patricia Reagan	X			
Rachael Draudt	X			

CERTIFICATION

I, MARK NOBLE, Secretary of the Housing Authority of the City of South Amboy, in the County of Middlesex, State of New Jersey (the "Authority"), DO HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a regular meeting of the Board of Commissioners of the Authority duly called and held on November 21, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matter referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand on behalf of the Authority and affixed the corporate seal of said Authority this 21th day of November, 2023.

MARK NOBLE, Secretary
of the Housing Authority of the City of South Amboy