

**EXTRACTS FROM THE MINUTES OF THE
SPECIAL MEETING OF THE HOUSING
AUTHORITY OF THE CITY OF SOUTH AMBOY
HELD ON MONDAY, JULY 26, 2022**

The meeting was convened and called to order. Mr. Noble introduced Rachel Draudt as a newly appointed Commissioner. Mr. Downs administered the Oath of Office to Ms. Draudt. 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> |
|-----------------------|----------------|---------------|
| Grace Hoffman-Spencer | X | |
| Edward O'Connor | | X |
| Lynn Ust | X | |
| Patricia Reagan | X | |
| Saverio Sagliocco | | X |
| Kathleen Diblasi | X | |
| Rachel 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 July 2022 were discussed. A motion to pay the bills was made by Patricia Reagan seconded by Saverio Sagliocco. Vote 5-0.

2. The Minutes of June 13, 2022 were tabled

3. Resolution Award Landscaping and Site Improvements at Dohaney Homes was discussed. Mr. Stratton advised the Commissioners that the REACT Scores were affected by the present condition of the property at Dohaney Homes. The hedges were large and needed to be removed. The site improvements were necessary to compliment the City's renovation of the baseball fields adjacent to Dohaney Homes. He indicated that 2 bids were submitted and Down to Earth Landscaping ,Inc. Was the lowest responsive and responsible bidder.. Resolution was introduced by Grace Hoffman-Spencer, moved by Lynn Ust and seconded by Kathleen Deblasi. Vote 5-0 .

RESOLUTION NO. 1242
AWARD LANDSCAPE AND SITE IMPROVEMENTS

WHEREAS, the South Amboy Housing Authority is in need of Landscape and Site Improvements 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 July 8, 2022 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 Down To Earth Landscaping, Inc. 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 Unit Turnover Renovations , 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 to Down To Earth Landscaping, Inc for landscape and site improvements at Dohaney Homes for a total of \$151,890.00.

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.

Attested to:

Grace Hoffman-Spencer, Vice-Chairperson

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

Mark Noble, Secretary

WILLIAM KATCHEN, CPA.

Meeting date: July 26 ,2022

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

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

4. Resolution 1243 Award Unit Turnover and Renovations at Dohaney Homes was discussed. Mr. Noble advised the Commissioners that 2 bids were submitted. Good Life Renovation ,LLC submitted the most responsive and responsible proposal. .Resolution was introduced by Grace Hoffman-Spencer, moved by Kathleen Deblasi and seconded by Patricia Reagan. Vote 5-0 .

RESOLUTION NO. 1243
AWARD UNIT TURNOVER AND RENOVATIONS

WHEREAS, the South Amboy Housing Authority is in need of Unit Turnover Renovations 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 July 15, 2022 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 Good Life Renovation ,LLC 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 Unit Turnover Renovations , 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 Good Life Renovation, LLC for Unit Turnover Renovations at Dohaney Homes for a total of \$156,700.00.

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-Chairperson

Attested to:

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

Mark Noble, Secretary

WILLIAM KATCHEN, CPA.

Meeting date: July ,2022

Resolution was introduced by Grace Hoffman-Spencer, moved by Kathleen Deblasi and seconded by Patricia Reagan. Vote 5-0 .

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

5. No one from the public was present.

6. There being no further business on hand at this time, a motion to adjourn was made by Lynn Ust and seconded by Kathleen DeBlasi. 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 Regular Meeting of the Board of Commissioners of the Authority duly called and held on July26, 2022, 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 26th day of July, 2022.

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

**EXTRACTS FROM THE MINUTES OF THE
SPECIAL MEETING OF THE HOUSING
AUTHORITY OF THE CITY OF SOUTH AMBOY
HELD ON MONDAY, JULY 26, 2022**

The meeting was convened and called to order. Mr. Noble introduced Rachel Draudt as a newly appointed Commissioner. Mr. Downs administered the Oath of Office to Ms. Draudt. 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> |
|-----------------------|----------------|---------------|
| Grace Hoffman-Spencer | X | |
| Edward O'Connor | | X |
| Lynn Ust | X | |
| Patricia Reagan | X | |
| Saverio Sagliocco | | X |
| Kathleen Diblasi | X | |
| Rachel 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 July 2022 were discussed. A motion to pay the bills was made by Patricia Reagan seconded by Saverio Sagliocco. Vote 5-0.

2. The Minutes of June 13, 2022 were tabled

3. Resolution Award Landscaping and Site Improvements at Dohaney Homes was discussed. Mr. Stratton advised the Commissioners that the REACT Scores were affected by the present condition of the property at Dohaney Homes. The hedges were large and needed to be removed. The site improvements were necessary to compliment the City's renovation of the baseball fields adjacent to Dohaney Homes. He indicated that 2 bids were submitted and Down to Earth Landscaping ,Inc. Was the lowest responsive and responsible bidder.. Resolution was introduced by Grace Hoffman-Spencer, moved by Lynn Ust and seconded by Kathleen Deblasi. Vote 5-0 .

RESOLUTION NO. 1242
AWARD LANDSCAPE AND SITE IMPROVEMENTS

WHEREAS, the South Amboy Housing Authority is in need of Landscape and Site Improvements 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 July 8, 2022 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 Down To Earth Landscaping, Inc. 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 Unit Turnover Renovations , 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 to Down To Earth Landscaping, Inc for landscape and site improvements at Dohaney Homes for a total of \$151,890.00.

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.

Attested to:

Grace Hoffman-Spencer, Vice-Chairperson

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

Mark Noble, Secretary

WILLIAM KATCHEN, CPA.

Meeting date: July 26 ,2022

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

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

4. Resolution 1243 Award Unit Turnover and Renovations at Dohaney Homes was discussed. Mr. Noble advised the Commissioners that 2 bids were submitted. Good Life Renovation ,LLC submitted the most responsive and responsible proposal. .Resolution was introduced by Grace Hoffman-Spencer, moved by Kathleen Deblasi and seconded by Patricia Reagan. Vote 5-0 .

RESOLUTION NO. 1243
AWARD UNIT TURNOVER AND RENOVATIONS

WHEREAS, the South Amboy Housing Authority is in need of Unit Turnover Renovations 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 July 15, 2022 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 Good Life Renovation ,LLC 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 Unit Turnover Renovations , 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 Good Life Renovation, LLC for Unit Turnover Renovations at Dohaney Homes for a total of \$156.700.00.

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-Chairperson

Attested to:

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

Mark Noble, Secretary

WILLIAM KATCHEN, CPA.

Meeting date: July ,2022

Resolution was introduced by Grace Hoffman-Spencer, moved by Kathleen Deblasi and seconded by Patricia Reagan. Vote 5-0 .

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

5. No one from the public was present.

6. There being no further business on hand at this time, a motion to adjourn was made by Lynn Ust and seconded by Kathleen DeBlasi. 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 Regular Meeting of the Board of Commissioners of the Authority duly called and held on July26, 2022, 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 26th day of July, 2022.

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