

**MINUTES OF THE  
REGULAR MEETING  
JANUARY 16, 2016**

Chairwoman Iris Colon opened the Public Meeting at 6:01pm. Chairwoman Colon stated that the meeting was advertised according to the Open Public Meetings Act.

The Regular Meeting was called to order by Chairwoman Iris Colon and upon roll call by the Executive Director, Eric F. M. Chubenko, the following answered present, Commissioners Chester Bohanek Jr. and Dennis Cherepski, Chairwoman Iris Colon, Commissioners Joseph Popek, Ronald Rios and Commissioner Kevin Urban, Executive Director, Eric F. M. Chubenko, Assistant Executive Director, Karen D. Alexis Holloway and Attorney, Eric Lange.

Commissioner Kevin Urban arrived at 6:02pm  
Vice Chairman Joseph Gasparro requested to be excused due to a medical reason.

**MINUTES:** A motion to adopt the Regular Minutes of October 20, 2015 was made by Commissioner Bohanek, seconded by Commissioner Cherepski and all present voted aye, nays none.

**COMMUNICATIONS:** A motion to place Communications on file was made by Commissioner Bohanek, seconded by Commissioner Cherepski and all present voted aye, nays none.

**BILLS:** A motion to pay the Bills was made by Commissioner Rios seconded by Commissioner Bohanek and upon roll call all present voted aye, nays none.

**NEW BUSINESS:**

The Executive Director discussed and explained in detail the RAB conversion, subsidy and topics from the recent FEMA meeting at the Housing Authority. There was additional board discussion.

**Resolution No.1832 Change Order #3 Electrical Upgrades at Edward Dolan Homes and Jeanette Smith Village**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1832  
CHANGE ORDER #3- – ELECTRICAL UPGRADES AT  
EDWARD J. DOLAN HOMES & JEANETTE SMITH VILLAGE**

WHEREAS, the Housing Authority has previously awarded a contract for electrical upgrades at NJ47-1 Edward J. Dolan Homes and NJ47-4 Jeanette Smith Village to ACI Electrical Contractor Inc., 604 Pine Ave, Saddle Brook, NJ 07663 with a total contract award for base bids and alternates in the amount of \$78,942.00, and;

WHEREAS, the Authority previously authorized Change Order #1 with no cost adjustment to the total contract amount and Change Order #2 with an increase in the total contract amount of \$1,145.95, for a revised total contract amount of \$80,087.95, and;

WHEREAS, the Authority and Engineer have reviewed the electrical upgrades project with the contractor as it neared completion and it was determined that a credit change order be applied for an existing circuit breaker that was able to be used versus being replaced;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Borough of Carteret authorizes approval of Change Order #3 to ACI Electrical Contractor Inc., 604 Pine Ave, Saddle Brook, NJ 07663, resulting in a change order as specified in the attached Change Order #3, reflecting a credit in the amount of \$300.00, for a revised contract total of \$79,787.95.

**Resolution No.1835 Authorizing Final Payment and Closeout of Contract-ACI Electrical Contract CARTERET**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1835  
AUTHORIZING FINAL PAYMENT AND CLOSEOUT OF CONTRACT  
ACI ELECTRICAL CONTRACTOR**

WHEREAS, the Housing Authority has previously awarded a contract for electrical upgrades at NJ47-1 Edward J. Dolan Homes and NJ47-4 Jeanette Smith Village to ACI Electrical Contractor Inc., 604 Pine Ave, Saddle Brook, NJ 07663 with a total contract award for base bids and alternates in the amount of \$78,942.00, and;

WHEREAS, the Authority authorized Change Order #1 with no cost adjustment to the total contract amount; Change Order #2 with an increase in the total contract amount of \$1,145.95; and Change Order #3 with a decrease in the total contract amount of \$300.00, resulting in a new total contract amount of \$79,787.95, and;

WHEREAS, ACI Electrical Contractor Inc., has previously submitted and approved a requisition for partial payments in the amounts of \$56,467.80 and \$8,100.00, and;

WHEREAS, ACI Electrical Contractor Inc., has completed all the contract work and has submitted a requisition for final payment in the amount of \$15,220.15, and;

WHEREAS, ACI Electrical Contractor Inc, is also seeking to close out the contract, and has submitted all appropriate closeout documentation as directed by the Authority and Engineer, and;

WHEREAS, it is recommended that the requisition for final payment is accepted and should be approved for payment in the amount of \$15,220.15 to ACI Electrical Contractor Inc.;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Borough of Carteret approves the requisition for final payment in the amount of \$15,220.15 and closeout of contract for ACI Electrical Contractor Inc., 604 Pine Ave, Saddle Brook, NJ 07663, for electrical upgrades at NJ47-1 Edward J. Dolan Homes and NJ47-4 Jeanette Smith Village.

BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute all necessary closeout documents.

**Resolution No. 1836 FY2015 PHAS-Public Housing Assessment System Submission**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1836  
FY2015 PHAS SUBMISSION  
PUBLIC HOUSING ASSESSMENT SYSTEM**

WHEREAS, the U.S. Department of Housing and Urban Development requires that a Public Housing Assessment System submission be filed electronically on an annual basis, and;

WHEREAS, this system is utilized to assess the management of the Public Housing Program for the Authority's past fiscal year 2015, and;

WHEREAS, the submission of the Management and Financial Components must be completed on-line and submitted via the Internet by the prescribed deadline;

NOW THEREFORE BE IT RESOLVED, that Board of Commissioners authorizes the submission of the Authority's FY2015 PHAS to the US Dept of HUD.

**Resolution No. 1837 FY2015 SEMAP-Section Eight**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1837  
FY2015 SEMAP CERTIFICATION  
SECTION 8 MANAGEMENT ASSESSMENT PROGRAM**

WHEREAS, The U.S. Department of Housing and Urban Development requires that a Section 8 Management Assessment Program Certification be submitted annually, and;

WHEREAS, this system is utilized to assess the management of the Section 8 Program for the Authority's past fiscal year 2015;

NOW THEREFORE BE IT RESOLVED, that the certification be approved and submitted to the HUD area office and that the Executive Director be authorized to certify the data upon its submission.

A motion to adopt a consent agenda for Resolution No.1832, Resolution No.1835, Resolution No.1836, Resolution and Resolution No.1837 was made by Commissioner Bohanek, seconded by Commissioner Popek and upon roll call all present voted aye, nays none.

The Executive Director thanked the staff for their rent collection efforts which showed less than \$6000 in uncollected rents and for 0 vacancies as of 12/31/2015. Additional FEMA matters were discussed as well.

**ATTORNEY'S REPORT:** None

**COMMISSIONERS COMMENTS:**

Commissioner Urban commented that the weather was cold and that he wanted to make sure that the maintenance department was equipped for the cold weather.

The Executive Director commented that the Authority is prepared for the storm and Chairwoman Colon agreed.

A motion to open the meeting to the public was made by Commissioner Bohanek, seconded by Commissioner Cherepski and all present voted aye, nays none. No public was present.

A motion to close the meeting to the public was made by Commissioner Popek, seconded by Commissioner Cherepski and all present voted aye, nays none.

A motion to adjourn the meeting was made by Commissioner Bohanek, seconded by Commissioner Cherepski and all present voted aye, nays none.

The meeting was adjourned at 6:08 pm.

Respectfully Submitted,



Eric F. M. Chubenko  
Executive Director

**MINUTES OF THE  
REGULAR MEETING  
FEBRUARY 16, 2016**

Chairwoman Iris Colon opened the Public Meeting at 6:00pm. Chairwoman Colon stated that the meeting was advertised according to the Open Public Meetings Act.

The Regular Meeting was called to order by Chairwoman Iris Colon and upon roll call by the Executive Director, Eric F. M. Chubenko, the following answered present, Commissioners Chester Bohanek Jr., Dennis Cherepski, Chairwoman Iris Colon, Commissioners Joseph Popek, Ronald Rios and Kevin Urban, Executive Director, Eric F. M. Chubenko, Assistant Executive Director, Karen D. Alexis Holloway and Attorney, Eric Lange.

Vice Chairman Joseph Gasparro requested to be excused due to a medical reason.

**MINUTES:** A motion to adopt the Annual Minutes of December 15, 2015 was made by Commissioner Rios, seconded by Commissioner Bohanek and all present voted aye, nays none.

**MINUTES:** A motion to adopt the Regular Minutes of December 12, 2015 was made by Commissioner Rios, seconded by Commissioner Bohanek and all present voted aye, nays none.

**COMMUNICATIONS:** A motion to place Communications on file was made by Commissioner Rios, seconded by Commissioner Bohanek and all present voted aye, nays none.

**BILLS:** A motion to pay the Bills was made by Commissioner Rios seconded by Commissioner Bohanek and upon roll call all present voted aye, nays none.

**NEW BUSINESS:**

The Executive Director gave a lengthy and detailed update in matters regarding where the Authority stands with both FEMA and the RAD conversion. There were questions and answers to follow.

**ATTORNEY'S REPORT:** None

**COMMISSIONERS COMMENTS:**

Commissioner Urban asked the Director if there was any feedback regarding the 21 Washington Avenue concerning Redevelopment. The Executive Director indicated that he was not aware of any active project at the vacant warehouse.

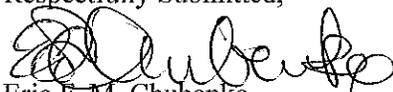
A motion to open the meeting to the public was made by Commissioner Bohanek, seconded by Commissioner Rios and all present voted aye, nays none. No public was present.

A motion to close the meeting to the public was made by Commissioner Rios, seconded by Commissioner Bohanek and all present voted aye, nays none.

A motion to adjourn the meeting was made by Commissioner Popek, seconded by Commissioner Bohanek and all present voted aye, nays none.

The meeting was adjourned at 6:23 pm.

Respectfully Submitted,

  
Eric F. M. Chubenko  
Executive Director

**MINUTES OF THE  
REGULAR MEETING  
MARCH 15, 2016**

Chairwoman Iris Colon opened the Public Meeting at 6:02pm. Chairwoman Colon stated that the meeting was advertised according to the Open Public Meetings Act.

The Regular Meeting was called to order by Chairwoman Iris Colon and upon roll call by the Executive Director, Eric F. M. Chubenko, the following answered present, Commissioner Chester Bohanek Jr., Chairwoman Iris Colon, Vice Chairman Joseph Gasparro, Commissioner Ronald Rios and Kevin Urban, Executive Director, Eric F. M. Chubenko, Assistant Executive Director, Karen D. Alexis Holloway and Attorney, Eric Lange.

Commissioner Joseph Popek requested to be excused due to a medical reason  
Commissioner Dennis Cherespki arrived at 6:09pm.

**MINUTES:** A motion to adopt the Regular Minutes of January 19, 2016 was made by Commissioner Rios, seconded by Commissioner Bohanek and all present voted aye, nays none.

**COMMUNICATIONS:** A motion to place Communications on file was made by Vice Chairman Gasparro, seconded by Commissioner Rios and all present voted aye, nays none.

**BILLS:** A motion to pay the Bills was made by Commissioner Rios seconded by Commissioner Bohanek and upon roll call all present voted aye, nays none.

**NEW BUSINESS:**

**Resolution No.1838 Award Contract for Lawn Care Services**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1838  
AWARD CONTRACT FOR LAWN CARE SERVICES**

WHEREAS, the Housing Authority of the Borough of Carteret desires the services of a lawn cutting contractor and solicited quotations for the upcoming grass cutting season, and;

WHEREAS, the Authority specified 24 cuts varying throughout the months of April through November, included grass cutting, edging and weedwacking/trimming as well as pulling of weeds from all landscaped beds for all of the properties including the office building, and;

WHEREAS, the Authority also specified up to 2 leaf cleanups, with potentially one in April and one in mid November, and;

WHEREAS, the Authority received quotations and three proposals were received as follows:

<b>Company</b>	<b>Grass Cutting</b>	<b>Leaf Cleanup</b>
D'Onofrio and Sons Inc.	\$14,832.00	\$1,925.00 each
Lawngevity Landscape & Design	\$15,000.00	\$1,731.00 each
Pat Scanlan Landscaping, Inc.	\$17,150.00	\$4,250.00 each

WHEREAS, the lowest price received for lawn services was received from D'Onofrio and Sons Inc., 433 Hillside Ave, Hillside, NJ 07025 in the amount of \$14,832.00, and the lowest price received for leaf cleanup was received from Lawngevity Landscape and Design, 118 Dorothy St, Carteret, NJ 07008 in the amount of \$1,731.00 each, and;

WHEREAS, the Authority contacted Lawngevity Landscape and Design to inform them that they were not the lowest quotation for grass cutting and to ask if they would still perform the leaf cleanup in the amount of \$1,731.00 if they were not awarded the grass cutting contract as well and they stated that they would not perform the leaf cleanup unless the grass cutting contract was awarded to their firm;

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners that the Authority execute a lawn services contract with D'Onofrio and Sons Inc., 433 Hillside Ave, Hillside, NJ 07025, for lawn care services for the grass cutting season April through November 2015, and one leaf cleanup in the fall for a total contract amount not to exceed \$16,757.00.

**Resolution No.1839 Amending 2016 Capital Fund Annual Contributions Contract (ACC)**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1839  
AMENDING 2016 CAPITAL FUND ANNUAL CONTRIBUTIONS CONTRACT (ACC)**

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners that the amendment to the Annual Contributions Contract (ACC) for the 2016 Capital Fund Program between the Carteret Housing Authority (CHA) and the US Department of Housing and Urban Development (HUD) in the amount of \$334,492.00, be, and hereby is authorized, and;

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized to execute the amended ACC.

**Resolution No.1840 Agency Plan Amendment**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1840  
AGENCY PLAN AMENDMENT**

WHEREAS, the Carteret Housing Authority has previously adopted and submitted the 2016 Agency Plan to HUD for their review and approval, and;

WHEREAS, the Authority submitted an application for conversion of the Authority's Public Housing units under the Rental Assistance Demonstration "RAD" program, and;

WHEREAS, it is necessary to amend the Authority's Agency Plan to include the language for conversion of the Public Housing units to Project Based Vouchers under the RAD program;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioner authorizes adoption and submission of the attached Amendment to the 2016 Agency Plan to the US Dept of Housing and Urban Development, and;

BE IT FURTHER RESOLVED, that the Executive Director and Chairwoman are authorized to execute all documents that are required as part of the submission.

**Resolution No.1841 Award of Contract-RAD Financial Advisor**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1841  
AUTHORIZING AWARD OF CONTRACT  
FINANCIAL ADVISOR**

WHEREAS, the Housing Authority of the Borough of Carteret has submitted an application to convert its public housing developments under the Rental Assistance Demonstration "RAD" program, and;

WHEREAS, as part of that process it requires a Financial Advisor to review and prepare all of the financial documentation for purposes of arranging for the financial components of the RAD transaction, and;

WHEREAS, the Authority advertised and invited proposals to be submitted for Financial Advisors, and;

WHEREAS, proposals were received until 1:00PM on February 24, 2016, and;

WHEREAS, the Authority received 1 proposal from the firm of NW Financial Group, LLC, 2 Hudson Place, 3<sup>rd</sup> Floor, Hoboken, NJ 07030, at a rate of \$200.00/hr, with a minimum fee of 1% of the total amount financed or \$40,000 (whichever is greater) for conventional financing with no tax credits, or a minimum fee of 1% of the total amount financed or \$60,000 (whichever is greater) for financing that involves tax credits, and;

WHEREAS, if the Authority does not complete the financing transaction then the fee owed to NW Financial Group, LLC will be at the rate of \$200.00/hr for the actual hours completed with no minimum fee, and;

WHEREAS, for conventional financing with no tax credits being utilized there will be a not to exceed fee amount of \$60,000, or for financing that involves the use of tax credits there will be a not to exceed fee amount of \$80,000, and;

WHEREAS, the proposal was reviewed by the Executive Director, the Assistant Executive Director and Bookkeeper and is now presented to the Board of Commissioners of the Carteret Housing Authority;

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners that an award of contract be made for Financial Advisor to the firm of NW Financial Group, LLC, 2 Hudson Place, 3<sup>rd</sup> Floor, Hoboken, NJ 07030, at a rate of \$200.00/hr, with a minimum fee of 1% of the total amount financed, or \$40,000 (whichever is greater) for conventional financing with no tax credits; or a minimum fee of 1% of the total amount financed, or \$60,000 (whichever is greater) for financing that involves the use of tax credits, and;

BE IT FURTHER RESOLVED, that if the Authority does not complete the financing transaction then the fee owed to NW Financial Group, LLC will be at the rate of \$200.00/hr for the actual hours completed with no minimum fee, and;

BE IT FURTHER RESOLVED, that for conventional financing with no tax credits being utilized there will be a not to exceed fee amount of \$60,000, or for financing that involves the use of tax credits there will be a not to exceed fee amount of \$80,000, and;

BE IT FURTHER RESOLVED, that the Executive Director is authorized, in consultation with the Financial Advisor, RAD Consultant and Legal Counsel, to utilize either conventional financing with no tax credits, or financing that involves tax credits.

The Executive Director gave a detailed explanation of Resolution No.1841.

A motion to adopt a consent agenda for Resolution No.1838, Resolution No.1839, Resolution No.1840 and Resolution No.1841 was made by Vice Chairman Gasparro, seconded by Commissioner Rios and upon roll call all present voted aye, nays none.

**ATTORNEY'S REPORT:** None

**COMMISSIONERS COMMENTS:** None

The Executive Director mentioned that a St. Patrick's Day Program for the senior residents will be on March 17, 2016. A motion to open the meeting to the public was made by Vice Chairman Gasparro, seconded by Commissioner Rios and all present voted aye, nays none. No public was present.

A motion to close the meeting to the public was made by Commissioner Rios, seconded by Vice Chairman Gasparro and all present voted aye, nays none.

A motion to adjourn the meeting was made by Commissioner Rios seconded by Commissioner Bohanek and all present voted aye, nays none.

The meeting was adjourned at 6:08 pm.

Respectfully Submitted,



Eric F. M. Chubenko  
Executive Director

**MINUTES OF THE  
REGULAR MEETING  
APRIL 19, 2016**

Chairwoman Iris Colon opened the Public Meeting at 6:00pm. Chairwoman Colon stated that the meeting was advertised according to the Open Public Meetings Act.

The Regular Meeting was called to order by Chairwoman Iris Colon and upon roll call by the Executive Director, Eric F. M. Chubenko, the following answered present, Commissioners Chester Bohanek Jr., Dennis Cherepski, Chairwoman Iris Colon, Vice Chairman Joseph Gasparro, Commissioners Joseph Popek and Ronald Rios, Executive Director, Eric F. M. Chubenko, and Attorney, Eric Lange.

Commissioner Kevin Urban called in at 6:06pm.  
Assistant Executive Director Karen D. Alexis Holloway was absent.

**MINUTES:** A motion to adopt the Regular Minutes of February 16, 2016 was made by Commissioner Rios, seconded by Commissioner Bohanek and all present voted aye, nays none.

**COMMUNICATIONS:** A motion to place Communications on file was made by Commissioner Rios, seconded by Vice Chairman Gasparro and all present voted aye, nays none.

**BILLS:** A motion to pay the Bills was made by Commissioner Rios, seconded by Commissioner Bohanek and upon roll call all present voted aye, nays none.

**NEW BUSINESS:**

**Resolution No.1842 Open Family Unification Program Waiting List**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1842**

**OPENING OF HOUSING CHOICE VOUCHER FAMILY UNIFICATION PROGRAM WAITING LIST FOR  
INDIVIDUALS QUALIFYING FOR THE RESIDENT PREFERENCE**

WHEREAS, the Authority desires to open the Housing Choice Voucher Family Unification Program Waiting List for individuals qualifying for the resident preference, and;

WHEREAS, due to the current turnover and the projected turnover there is a need to add applicants to the Housing Choice Voucher Family Unification Program Waiting List, and;

WHEREAS, based on the current waiting list it would be advantageous to open the Housing Choice Voucher Family Unification Program Waiting List for individuals qualifying for the resident preference;

NOW THEREFORE BE IT RESOLVED, that the Housing Choice Voucher Family Unification Program Waiting List for individuals qualifying for the resident preference be advertised to open for 1 day on May 11, 2016 from 9AM to 1PM for the first 50 applicants, and;

BE IT FURTHER RESOLVED, that all applicants must be personally present to receive an application unless the applicant is disabled, then a designee for that individual may be sent, and;

BE IT FURTHER RESOLVED, that applications are on a first come, first serve basis and the application process may end well before the 1:00PM deadline.

**Resolution No.1843 Authorizing Easement with Borough of Carteret**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1843  
AUTHORIZATION EASEMENT WITH THE BOROUGH OF CARTERET**

WHEREAS, the Housing Authority of the Borough of Carteret has been in discussions with the Borough for purposes of negotiating a potential easement along Noe Street within the Borough of Carteret, and;

WHEREAS, such easement would be of benefit to the Borough, the surrounding residents and the Authority in the overall efforts to alleviate flooding in and around the Noe Street area, and;

WHEREAS, the Borough Attorney has drafted the conservation and drainage easement and is attached to this resolution along with the description and map associated with the respective easement;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the attached conservation and drainage easement with the Borough of Carteret, and;

BE IT FURTHER RESOLVED, that the Executive Director is authorized execute all documents and to take all actions necessary to finalize the easement

**Resolution No.1844 Authorizing Award of Contract for Electrical Supplier**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1844  
AUTHORIZING AWARD OF CONTRACT FOR ELECTRICAL SUPPLIER**

WHEREAS, the Housing Authority of the Borough of Carteret has previously utilized the State of NJ approved EMEX platform to solicit pricing for electrical supply and natural gas supply via a reverse auction, and;

WHEREAS, the Authority has determined to move forward with the EMEX Reverse Auction platform again in an effort to procure electric supply service for the Authority, and;

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of electric supply service for public use through the use of an online auction service, and;

WHEREAS, Housing Authority Boro of Carteret will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at [www.energymarketexchange.com](http://www.energymarketexchange.com), and;

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to, and;

WHEREAS, the auction will be conducted pursuant to the Act, and;

WHEREAS, if the auction achieves a price of \$0.1037/kWh or less for a 12 month term, a price of \$0.1043/kWh or less for an 18 month term, or a price of \$0.1042/kWh or less for a 24 month term, the Authority may award a contract to the winning supplier for the selected term;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the use of the State of NJ approved EMEX platform to solicit pricing for electric supply service via reverse auction, and;

BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute all necessary documents on behalf of the Authority to award a contract for electric supply service if the auction achieves a price of \$0.1037/kWh or less for a 12 month term, a price of \$0.1043/kWh or less for an 18 month term, or a price of \$0.1042/kWh or less for a 24 month term.

**Resolution No. 1845 Authorizing Award of Contract for Natural Gas Supplier**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1845  
AUTHORIZING AWARD OF CONTRACT FOR NATURAL GAS SUPPLIER**

WHEREAS, the Housing Authority of the Borough of Carteret has previously utilized the State of NJ approved EMEX platform to solicit pricing for electrical supply and natural gas supply via a reverse auction, and;

WHEREAS, the Authority has determined to move forward with the EMEX Reverse Auction platform again in an effort to procure natural gas for the Authority, and;

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of natural gas supply service for public use through the use of an online auction service, and;

WHEREAS, Housing Authority Boro of Carteret will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at [www.energymarketexchange.com](http://www.energymarketexchange.com), and;

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to, and;

WHEREAS, the auction will be conducted pursuant to the Act, and;

WHEREAS, if the auction achieves a price of \$.4738/therm or less for a 12 month term, a price of \$.4620/therm or less for an 18 month term, or a price of \$.4600/therm or less for a 24 month term, the Authority may award a contract to the winning supplier for the selected term;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the use of the State of NJ approved EMEX platform to solicit pricing for natural gas supply via reverse auction, and;

BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute all necessary documents on behalf of the Authority to award a contract for natural gas supply if the auction achieves a price of \$.4738/therm or less for a 12 month term, a price of \$.4620/therm or less for an 18 month term, or a price of \$.4600/therm or less for a 24 month term.

The Executive Director discussed the Resolutions in detail.

A motion to adopt a consent agenda for Resolutions No.1842, No.1843, No.1844 and No.1845 was made by Vice Chairman Gasparro, seconded by Commissioner Rios and upon roll call all present voted aye, nays none.

**ATTORNEY'S REPORT:** None

**COMMISSIONERS COMMENTS:** Commissioner Rios commented that the Traveling Vietnam Veterans Wall will come to Carteret Park and be displayed on April 28<sup>th</sup> to April 30<sup>th</sup>. He encouraged all to come out to see.

A motion to open the meeting to the public was made by Commissioner Bohanek, seconded by Commissioner Rios and all present voted aye, nays none.

No public was present.

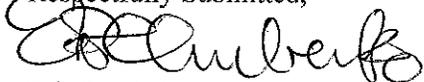
Carteret Housing Authority  
Minutes of the Regular Meeting  
April 19, 2016

A motion to close the meeting to the public was made by Commissioner Bohanek, seconded by Commissioner Rios and all present voted aye, nays none.

A motion to adjourn the meeting was made by Commissioner Rios seconded by Vice Chairman Gasparro and all present voted aye, nays none.

The meeting was adjourned at 6:06 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Eric F. M. Chubenko". The signature is written in a cursive, flowing style.

Eric F. M. Chubenko  
Executive Director

**MINUTES OF THE  
REGULAR MEETING  
MAY 17, 2016**

Chairwoman Iris Colon opened the Public Meeting at 6:03pm. Chairwoman Colon stated that the meeting was advertised according to the Open Public Meetings Act.

The Regular Meeting was called to order by Chairwoman Iris Colon and upon roll call by the Executive Director, Eric F. M. Chubenko, the following answered present, Commissioners Chester Bohanek Jr., Dennis Cherepski, Chairwoman Iris Colon, Vice Chairman Joseph Gasparro, Commissioners Joseph Popek, Ronald Rios and Kevin Urban, Executive Director, Eric F. M. Chubenko, Assistant Executive Director, Karen D. Alexis Holloway and Attorney, Eric Lange.

**MINUTES:** A motion to adopt the Regular Minutes of March 15, 2016 was made by Commissioner Bohanek, seconded by Vice Chairman Joseph Gasparro and all present voted aye, nays none.

**COMMUNICATIONS:** A motion to place Communications on file was made by Commissioner Rios, seconded by Vice Chairman Gasparro and all present voted aye, nays none.

**BILLS:** A motion to pay the Bills was made by Commissioner Rios, seconded by Commissioner Bohanek and upon roll call all present voted aye, nays none.

**NEW BUSINESS:**

**EMEX Electrical Supplier Contract Award**

The Executive Director stated that at the last meeting, the Board approved a resolution to go out and bid for the Authority's natural gas and electric supplier. He stated that the natural gas did not come back conducive to award a contract. He further stated that the electric supply came in less for the next 24 months which will save the Housing Authority \$31,000 over a 2 year period.

**HUD REAC Physical Inspections**

The Executive Director informed the Board that HUD came in to perform a REAC physical inspection and that the Housing Authority received a score of 90. He mentioned that the Housing Authority will receive a 3 year exemption on HUD REAC inspection due to the high score. He also mentioned that this will be very good on our continued High Performance status with PHAS.

The Executive Director gave an overview of both Resolutions.

**Resolution No.1846 Authorizing Award of Contract for A/E Services**

**RESOLUTION NO.1846  
AUTHORIZING AWARD OF CONTRACT  
FOR ARCHITECTURAL & ENGINEERING SERVICES**

WHEREAS, the Housing Authority of the Borough of Carteret solicited proposals from professional Architectural/Engineering firms, and;

WHEREAS, the scope of work includes Architectural/ Engineering services for purposes of FEMA Project Worksheet Management and reviewing and amending Cost Estimate Format "CEF" for an existing FEMA claim as a result of Hurricane Sandy, and;

WHEREAS, proposals were solicited until 12:00pm on May 12, 2016, and;

WHEREAS, one proposal was received from LAN Associates, 445 Godwin Avenue, Midland Park, NJ 07432, and;

WHEREAS, LAN Associates has performed Architectural and Engineering services for the Authority for numerous years in a satisfactory manner and it is recommended that an award of contract be made for Architectural and Engineering services on an as needed basis based on the submitted rate schedule;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the execution of a contract with LAN Associates, 445 Godwin Avenue, Midland Park, NJ 07432, for Architectural Engineering services for purposes of reviewing and amending Cost Estimate Format "CEF", FEMA Project Worksheet Management and related design efforts for the potential reconstruction of units damaged and destroyed during Hurricane Sandy, in accordance with the submitted rate schedule in an amount not to exceed \$15,000.00.

**Resolution No.1847 Authorizing Procurement of Office Equipment**

**CARTERET HOUSING AUTHORITY  
RESOLUTION NO.1847  
AUTHORIZING PROCUREMENT OF DIGITAL IMAGING SYSTEM**

WHEREAS, the Carteret Housing Authority is in need of procuring a new digital imaging system, and;

WHEREAS, based on the Authority's current budgetary situation and the prices available under New Jersey State Contract it would be most advantageous to perform an outright purchase of a machine versus leasing, and;

WHEREAS, the Executive Director reviewed the New Jersey State Contract #A40467 from RICOH, and;

WHEREAS, the following is the New Jersey State Contract pricing;

RICOH MP6002SP Digital Imaging System Contract #A40467  
Purchase Price \$11,021.73                      Per copy cost of \$.0054

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Carteret Housing Authority authorizes the Executive Director to procure as part of the New Jersey State Contract #A40467 the RICOH MP6002SP Digital Imaging System for \$11,021.73 with a per copy cost of \$.0054 for maintenance and supplies, and;

BE IT FURTHER RESOLVED, that the budget authority is authorized from the operating budget.

A motion to adopt a consent agenda for Resolution No.1846 and Resolution No.1847 was made by Vice Chairman Gasparro, seconded by Commissioner Rios and upon roll call all present voted aye, nays none.

**COMMISSIONERS COMMENTS:** Commissioner Popek congratulated the Housing Authority on receiving a high rating on the REAC Inspection. The Executive Director commented that the Maintenance Department did a great job.

**ATTORNEY'S REPORT:** None

A motion to open the meeting to the public was made by Commissioner Bohanek, seconded by Commissioner Rios and all present voted aye, nays none.

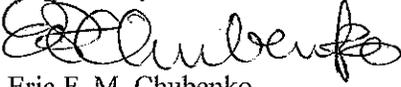
No public was present.

A motion to close the meeting to the public was made by Vice Chairman Gasparro, seconded by Commissioner Rios and all present voted aye, nays none.

A motion to adjourn the meeting was made by Commissioner Bohanek, seconded by Commissioner Rios and all present voted aye, nays none.

The meeting was adjourned at 6:08 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Eric F. M. Chubenko". The signature is fluid and cursive, with a large initial "E" and "C".

Eric F. M. Chubenko  
Executive Director