

CITY OF UNION CITY
HOUSING AUTHORITY

REGULAR MEETING :
: TRANSCRIPT OF RECORDED
: PROCEEDINGS
:
:

3911 Kennedy Boulevard
Union City, New Jersey

Thursday, February 15, 2018
Commencing at 4:32 p.m.

M E M B E R S P R E S E N T:

DIANE R. CAPIZZI, COMMISSIONER
DOROTHY JETTER, COMMISSIONER
MARGARITA GUTIERREZ, VICE CHAIRPERSON
MARTIN T. MARTINETTI, CHAIRPERSON

M E M B E R S A B S E N T:

ELISE DiNARDO, COMMISSIONER
DEBRA MUNDORF, COMMISSIONER
JOSE PEDRAZA, COMMISSIONER

A L S O P R E S E N T:

STANLEY M. SANGER, EXECUTIVE DIRECTOR
GERARD D. PIZZILLO, ESQ., COUNSEL
WALDO MORIN, DEPUTY DIRECTOR OF OPERATIONS
JORGE RODRIGUEZ, COMPTROLLER-HR MANAGER

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1 MR. SANGER: Pledge allegiance --

2

3 (Whereupon, the Pledge of Allegiance was
4 said by all.)

5

6 MR. SANGER: Okay.

7 Welcome, everyone, to our February, 2018,
8 Board of Commissioners Meeting of the Union City
9 Housing Authority.

10 I'd just like to take this moment to have
11 -- to say to everyone a belated great Happy
12 Valentine's Day.

13 VICE CHAIRPERSON GUTIERREZ: Oh, thank you.

14 COMMISSIONER JETTER: Thank you.

15 VICE CHAIRPERSON GUTIERREZ: You --

16 MR. SANGER: One day later --

17 VICE CHAIRPERSON GUTIERREZ: -- you, too.

18 MR. SANGER: -- but to everyone Happy
19 Valentine's Day. And hopefully everyone had a
20 very sweet day yesterday --

21 VICE CHAIRPERSON GUTIERREZ: You had a
22 sweet day yesterday?

23 MR. SANGER: -- with your families --

24 CHAIRPERSON MARTINETTI: No, I was at a
25 meeting.

1 MR. SANGER: -- and your loved ones and --

2 CHAIRPERSON MARTINETTI: I was.

3 MR. SANGER: -- it's always a fun day.

4 COMMISSIONER CAPIZZI: That's your main
5 concern.

6

7 **ROLL CALL:**

8

9 MR. SANGER: Like to do right now is have
10 our -- our roll call.

11 And Chairperson Martinetti?

12 CHAIRPERSON MARTINETTI: Here.

13 MR. SANGER: Present.

14 Vice Chairperson Marga-- Gutierrez?

15 VICE CHAIRPERSON GUTIERREZ: Here.

16 MR. SANGER: Commissioner Jetter?

17 COMMISSIONER JETTER: Here.

18 MR. SANGER: Commissioner DiNardo?

19 Absent.

20 Commissioner Capizzi?

21 COMMISSIONER CAPIZZI: Here.

22 MR. SANGER: Commissioner Mundorf?

23 Absent.

24 And Commissioner Jose Pedraza?

25 Absent.

1 We have four present; three absent.

2 We do have a quorum, Mr. Counsel --

3 MR. PIZZILLO: Thank you.

4 MR. SANGER: -- Mr. Counselor.

5 MR. PIZZILLO: Correct.

6 MR. SANGER: And we'll move forward with
7 our meeting.

8 And first thing I'd like to do is ask if we
9 could have a motion to go into Closed Session?

10 CHAIRPERSON MARTINETTI: Motion.

11 MR. SANGER: Motion by Mr. --

12 VICE CHAIRPERSON GUTIERREZ: Second.

13 MR. SANGER: Motion by Mr. Martinetti.

14 Second by Miss Gutierrez.

15 We have a roll call, please.

16 Mr. Martinetti?

17 CHAIRPERSON MARTINETTI: Yes.

18 MR. SANGER: Miss Gutierrez?

19 VICE CHAIRPERSON GUTIERREZ: Yes.

20 MR. SANGER: Miss Capizzi?

21 COMMISSIONER CAPIZZI: Yes.

22 MR. SANGER: And Miss Jetter?

23 COMMISSIONER JETTER: Yes.

24 MR. SANGER: Yes.

25 Four yes.

1

2 (Whereupon, the Board moved to Executive
3 Session at 4:33 p.m.)

4

5 (Whereupon, the Board returned to Open
6 Session at 4:43 p.m.)

7

8 MR. SANGER: We are now out of the Closed
9 Session.

10 And now we need a motion to go into Public
11 Session.

12 And do I have a motion?

13 CHAIRPERSON MARTINETTI: Motion.

14 MR. SANGER: Motion by Mr. Martinetti.

15 And second by Miss Capizzi.

16 COMMISSIONER CAPIZZI: Sure.

17 MR. SANGER: And we will have a roll call.

18 Mr. Martinetti?

19 CHAIRPERSON MARTINETTI: Yes.

20 MR. SANGER: Miss Gutierrez?

21 VICE CHAIRPERSON GUTIERREZ: Yes.

22 MR. SANGER: Miss Jetter?

23 COMMISSIONER JETTER: Yes.

24 MR. SANGER: Miss Capizzi?

25 COMMISSIONER CAPIZZI: Yes.

1 MR. SANGER: Yes.

2 Four yes; we are now in Open Session.

3 Can we just see if there's anyone from the
4 public that might be here?

5 Mr. Morin?

6 You don't think so?

7

8 (Whereupon, the Board discussed and took
9 action on the following items:

10 **CONSENT AGENDA:**

11 **A. APPROVAL OF MINUTES OF THE REGULAR MEETING OF**
12 **JANUARY 18, 2018 AND THE EXECUTIVE SESSION**
13 **MEETING OF JANUARY 18, 2018;**

14 **B. APPROVAL OF BIDS;**

15 **C. APPROVAL OF VARIOUS RESOLUTIONS**

16 RESOLUTION NO. 2018-145 - RESOLUTION
17 AUTHORIZING THE PHA TO ADVERTISE FOR BIDS/RFPS;

18 RESOLUTION NO. 2018-146 - RESOLUTION
19 APPROVING THE EXECUTIVE DIRECTOR OF THE UNION
20 CITY HOUSING AUTHORITY TO REQUEST FROM THE CITY
21 OF UNION CITY A PORTION OF FUNDS FROM THE
22 AFFORDABLE HOUSING TRUST FUND TO REHABILITATE
23 VETERANS HOUSING;

24 **D. APPROVAL OF PAYMENT OF BILLS; and**

25 **E. ACCOUNT'S RECEIVABLES/DELINQUENT ACCOUNTS.)**

1

2 MR. SANGER: But at the same time now I
3 think I'd like to remind, as I do each month,
4 that from this point on we will be introducing
5 items such as the Approval of the Minutes, the
6 Approval of the Bids and Resolutions, the
7 approvement (sic) of the Payment of the Bills.

8 And you don't vote for but you've -- that
9 you've heard about the delinquent accounts and
10 et cetera. But we will do a Consent Agenda vote
11 at the end of that to include all these items.

12 All right?

13 VICE CHAIRPERSON GUTIERREZ: Um-hum.

14 COMMISSIONER JETTER: Okay.

15 MR. SANGER: Just mentioning that to you.

16 So, okay, with that being said, I just hope
17 I -- in addition to the packet that we had sent
18 you on Tuesday, --

19 Remember we were off. We like to get it
20 out on Monday most times but we were off Monday.
21 And we're also off next Monday here at the --
22 following the same schedule as the City. So
23 we're off this Sunday and next Monday for the
24 President's Day.

25 So we were able not to give out the packets

1 until Tuesday but everything in the packet,
2 you'll see, we'll be going over now.

3 One thing I want to mention, in addition to
4 Resolution 145, there's also a very important
5 Resolution, Resolution 218 (sic) -- 2018-146 that
6 is -- that was included in front in your -- that
7 was in your position there at the table. And we
8 will be going over that as well.

9 And then some items as they relate to the
10 -- the Report of the Executive Director that we'd
11 like to go in today.

12 So just rather quickly getting to
13 Resolution 2018-145.

14 It's the Housing Authority of the City of
15 Union City, Resolution Authorizing the PHA to
16 Advertise for Bids.

17 And we do this each year at this time. We
18 go out in the spring months and we go out and we
19 do our -- our annual bidding when it comes to the
20 -- those services you see there.

21 Consulting services, fee accountant,
22 independent auditors, regular and emergency of
23 locksmith, stenographer, maintenance vehicles,
24 Veterans Housing, landscaping.

25 All that you see there.

1 I also wanted to provide you to be
2 transparent and to show you or provide it to you
3 the existing maintenance contract; who those
4 vendors are, the amounts we do pay them. In case
5 you do have any questions or, as you're looking
6 forward, you could also look through this, not
7 only now but in the next month or two when you'll
8 be voting.

9 Today we're -- we're only asking you for
10 your approval to -- to advertise for these bids.
11 In a month or two we'll be asking you to vote for
12 the bids. And you'll have just an opportunity
13 to, you know, peruse this sheet here; look this
14 sheet over. And you can see the current vendors
15 and what the amounts are there.

16 And -- and if you have any additional
17 information after viewing that, of course, please
18 present those questions at our next meeting; we
19 will do that.

20 So, this a Resolution Hereby Given, that
21 the sealed Bids/Proposal will be received by the
22 Board of Commissioners of the City of Union City,
23 the County of Hudson, State of New Jersey, to be
24 determined prevailing time in the City Clerk's
25 Office, Second Floor, 3715 Palisade Avenue, Union

1 City, New Jersey, at which time and place the
2 bid/proposal will be opened and read in the
3 public for the following number of areas that I
4 just had mentioned.

5 The bid proposal packages can be obtained
6 here at the Housing Authority, each day from --
7 starting from tomorrow on. Of course after your
8 -- your approval, most importantly.

9 And, again, we're continuing with the
10 philosophy this year that all our bids be opened
11 at City Hall. And -- and with the City Clerk,
12 through the City Hall, and that we're totally
13 transparent and that we're always looking for the
14 -- the lowest bidder. Okay. And, of course, the
15 most responsible bidder, all right, with that.

16 So we'll continue with that philosophy.
17 Seemed to work well the last year or two. And
18 we'll continue with that. And what that for me
19 it -- it really takes away any edge, if you want
20 to call it, for lack of another term, where
21 people might see is just truly being transparent,
22 that they're truly following process, et cetera.
23 So we're having a third party involved, which
24 will be the City Clerk and -- and they could, you
25 know, just -- along with our attorney --

1 representation from the attorney's office as well
2 and to be sure that we're following our process.

3 And thank you to some of our Commissioners
4 and Board members who attend those openings as
5 well. I know Dottie, Margarita at times and --
6 do attend and it -- it's always helpful. So that
7 process has gone very well. We'll continue to do
8 that.

9 So with that one we'll move on now.

10 That was Resolution number 145.

11 This is Resolution 2018 number 146.

12 And this is what was being -- in some of
13 our prior conversation we were eluding to a
14 Resolution Approving the Executive Director of
15 the Union City Housing Authority to Request from
16 the City of Union City a Portion of Funds from
17 the Affordable Housing Trust Fund to Rehabilitate
18 Veterans Housing.

19 In -- in short that is our COAH funding.

20 And Mr. Martinetti, City fathers, Mayor
21 Stack, have worked very closely at the City in
22 accumulating money through the various
23 contractors in Union City who've done extensive
24 work in Union City and they've always contributed
25 to COAH funding, which is the Coalition of

1 Affordable Housing.

2 So, we're getting a great opportunity now
3 through this -- this is the first step towards
4 that where we'll be getting in the area of six
5 hundred, six hundred and fifty thousand dollars
6 from the City in order allow us to fix up and
7 improve upon the Veterans -- rehabilitate the
8 Veterans Housing here in Union City.

9 And also give us opportunity to another --
10 that I'm going to speak to in a few minutes --
11 additional project as well that I'll talk to in a
12 few minutes.

13 But to go along with that, Whereas, it has
14 been determined by the Board of Commissioners,
15 City of Union City Housing Authority, that the
16 Veterans Housing project, the "Project", owned
17 and administered by the Authority is in need of
18 rehabilitation and improvements.

19 Our buildings, ladies and gentlemen, are 65
20 years old.

21 VICE CHAIRPERSON GUTIERREZ: Wow.

22 COMMISSIONER JETTER: Only that old?

23 MR. SANGER: And are antiquated and have a
24 lot of work, so this is much needed.

25 Whereas, it has been determined --

1 COMMISSIONER JETTER: Geez. Younger than I
2 am.

3 MR. SANGER: -- that the Superior Court of
4 New Jersey, Hudson County, is holding Affordable
5 Housing trust fund monies, the "Funds", for the
6 benefit of the City of Union City, the "City";
7 and

8 Whereas, in order for the Funds to be
9 released, the City must make a request to the
10 Superior Court of New Jersey to amend the
11 spending plan to allow the Funds to be used for
12 the rehabilitation and improvements of the
13 Project;

14 Whereas, the Authority has retained the
15 services of a licensed architect who prepared a
16 property condition assessment of the property
17 (sic) and has made recommendations regarding the
18 scope of the rehabilitation services and repairs
19 needed for the Project; and

20 Whereas, the Commissioners have discussed
21 the Project and have reviewed the scope of
22 services prepared by the Authority's architect in
23 preparation of the City making the request to
24 amend the spending plan.

25 And I have attached -- in one moment I have

1 attached some as far as the plan, what the cost
2 might be as from the architect. There's an
3 attachment here for you as well.

4 And, Whereas, the City requires a
5 resolution of the Commissioners authorizing the
6 Executive Director to make a request of the City
7 to appear before the Superior Court of New Jersey
8 to end (sic) the spending plan.

9 And, Therefore Be It Resolved, that the
10 Commissioners of the City -- Union City Housing
11 Authority do hereby authorize the Executive
12 Director of the Authority to submit a request to
13 the City of Union City who in turn shall make an
14 application before the Superior Court of New
15 Jersey to amend the spending plan permitting the
16 release of Affordable Housing Trust Fund monies
17 to rehabilitate the Veterans Housing project
18 operated by the Authority.

19 And Be It Resolved, that Commissioners
20 authorize the Executive Director and other
21 professionals associated with the Project to
22 cooperate with the City in furtherance of the
23 request to amend to spending plan permitting the
24 release of the funds for the Authority's benefit.

25 So, if you'll also see what I've been able

1 to put together for you, just to give you a
2 little overview and a short snapshot of the scope
3 of the work which we're trying to do to the 40
4 units at Cantello Street.

5 While we do have a hundred and twelve
6 Veterans Housing units throughout Union City, we
7 have a -- we have a cluster of 40 units at
8 Cantello Street that we'd like to first utilize
9 this \$600,000.00 towards. And, basically, it's
10 self-explanatory here.

11 New kitchens.

12 New bathrooms.

13 Windows.

14 Floors.

15 Stairwells.

16 Plumbing and heating upgrade.

17 Electric upgrade.

18 Exterior lighting.

19 Roofing.

20 Windows.

21 Play areas.

22 And -- and then, of course, there's a lot -
23 - there might be some unexpected items and things
24 of that nature.

25 But -- and with that also we have a -- an

1 improvement cost estimate that has been provided
2 by ICON Architects, architects that we did hire.
3 And you can -- you can see they got a little more
4 detailed. This was just a little overview for
5 you, little snapshot, little detailed as to the
6 areas they will be -- you know, where we're
7 looking to improve upon.

8 The cost -- for -- of the items and the
9 overall quantities and costs and things that must
10 be done. And the cost here is somewhere in -- in
11 the area of \$658,000.00.

12 And with that that -- that includes
13 contingencies and soft costs. So, of course,
14 we're hoping not to get to that amount but we're
15 working very closely with them.

16 Jorge Rodriguez, our CFO, we've had
17 numerous, you know, discussions as best we can to
18 this point and how we're, you know, what we're
19 looking forward to -- what we're looking in -- in
20 the future what we can do, working with the
21 architect, talking with the architect and with
22 monies.

23 And we're also sitting down. What things
24 can we possibly do in-house along the way to save
25 money.

1 CHAIRPERSON MARTINETTI: I was going to ask
2 you that.

3 MR. SANGER: And things of -- of that
4 nature.

5 So, --

6 And -- and, Mr. Martinetti, you have a
7 comment on that --

8 CHAIRPERSON MARTINETTI: Yeah.

9 COMMISSIONER JETTER: Yeah.

10 MR. SANGER: -- would you like?

11 I'm sorry.

12 CHAIRPERSON MARTINETTI: Gerard, if they --
13 if the Authority performs some of these functions
14 in-house, can they recoup their costs through the
15 COAH funds to reimburse them for their labor?

16 MR. PIZZILLO: I'll have to look at that
17 because they're pretty strict. I'd have to talk
18 to City -- Corporation Counsel, Mr. McNamara,
19 because he's really the one --

20 CHAIRPERSON MARTINETTI: Right.

21 MR. PIZZILLO: But what has to happen is we
22 submit all of this to the City. Okay. The City,
23 in turn, brings it all to the court. Now there's
24 a Special Master, who's a professional planner,
25 who basically is an -- she's -- she's there for

1 the judge, for the court's benefit.

2 So she will review all this and determine,
3 okay, this fits within -- this is good -- this
4 isn't good.

5 So you have to be very specific in terms of
6 what --

7 CHAIRPERSON MARTINETTI: No, for --

8 MR. PIZZILLO: -- you're requesting, what
9 you get funding for.

10 CHAIRPERSON MARTINETTI: Right. Right.

11 MR. PIZZILLO: But --

12 CHAIRPERSON MARTINETTI: For -- if they
13 have painters.

14 MR. PIZZILLO: Right.

15 CHAIRPERSON MARTINETTI: You could save a
16 lot of money painting in-house. We're doing it
17 in City Hall right now.

18 MR. PIZZILLO: Yeah.

19 CHAIRPERSON MARTINETTI: You could save a
20 lot of money and --

21 MR. PIZZILLO: And use --

22 CHAIRPERSON MARTINETTI: -- maybe the
23 Authority could get reimbursed for that labor --

24 MR. PIZZILLO: Um-hum. Yeah.

25 CHAIRPERSON MARTINETTI: -- in that

1 meantime.

2 MR. PIZZILLO: No, that's a good point.

3 So, I'll -- I'll definitely get an answer
4 on that.

5 MR. SANGER: Okay.

6 Are there any questions towards that?

7 And we'll be voting on that in a few
8 minutes. So that is the Resolution 146 as to
9 COAH funding; requesting the City to use that for
10 our Veterans Housing.

11 We had our bids.

12

13 **DIRECTOR'S REPORT/UCHA ACHIEVEMENTS:**

14

15 MR. SANGER: There's one other project.

16 While we will not be voting on it this evening
17 but I thought it best to include it in -- in this
18 presentation and the fact that we also have 519-
19 521 Summit Avenue, which is known as our SDA
20 project.

21 And at 519-521 Summit Avenue, we have a --
22 a building there that currently we'll -- we'll be
23 having 12 units there. And there are three
24 floors. It is a building that was owned by the
25 School Development Authority and was part of a

1 | downtown project originally for the schools of
2 | Union City.

3 | And a lot of that -- that land there of
4 | acquisition and demolition -- after the
5 | acquisition and demolition the Board -- Union
6 | City Board of Education and the School
7 | Development Agency shifted their focus from the
8 | school not being at 5th Street down in that area
9 | but for the school to be at the Gilmore School.
10 | And now we have the beautiful new Gilmore -- the
11 | talented -- gifted and talented program there at
12 | Gilmore School with Miss Geri Perez and it's
13 | going very well.

14 | So that land downtown now was land that --
15 | with no specific design right now; had a specific
16 | design for use. And I know the City fathers, the
17 | City of Union City's SDA has loaned a lot of that
18 | land to the City to use for different Public
19 | Works projects and things of that nature.

20 | They also had one or two buildings and one
21 | of those buildings, through discussions with
22 | Mayor/Senator and the SDA, --

23 | I know Marty was involved as well. Always
24 | looking out for us. But the fact is that we'll
25 | be able to take over that building with 12 new

1 units.

2 So 12 new units. We're looking at rents in
3 the area of, you know, of new -- and where the
4 rents got to be a little higher than what we're
5 currently in because they're going to be a little
6 nicer and things of that nature. So what we did
7 there -- I wanted you to get a -- just an idea of
8 what's happening at that site. You could see the
9 cost factor here of about a hundred --

10 Right now in order to fix that up and make
11 it usable and make it operational and livable for
12 everyone, we're -- we're thinking in the area
13 from the -- the cost estimate for improvement --

14 Because it's been laying there for about
15 eight or nine years --

16 COMMISSIONER CAPIZZI: Hmm.

17 MR. SANGER: -- and while -- but the
18 building --

19 VICE CHAIRPERSON GUTIERREZ: Long time.

20 COMMISSIONER JETTER: Yeah.

21 MR. SANGER: -- is tremendously strong and
22 sound. It's in good condition.

23 We've done a number of walk-throughs there
24 with the Building Department, our Housing
25 Authority staff and with the architects and, you

1 know, some professionals. Professionals that
2 are, you know, you know working towards that.

3 And we've come up with, through the
4 architect, about \$126,000.00 of cost to get that
5 going for 12 beautiful new apartments for -- give
6 an opportunity for additional people in Union
7 City.

8 So, we'll be expanding what we can offer as
9 a Housing Authority and that cost, hopefully, is
10 going to be covered by COAH money as well.

11 While we haven't had a -- a -- you know a
12 total commitment though but there is interest in
13 some thought because of the additional COAH money
14 as it -- as it is gathered and as it is collected
15 each year that we can come up with that hundred
16 and twenty-five thousand dollars or so to do
17 this.

18 So, --

19 CHAIRPERSON MARTINETTI: In addition --

20 MR. SANGER: -- we're hoping --

21 CHAIRPERSON MARTINETTI: -- to the --

22 MR. SANGER: In addition to the \$600,000.00
23 for the COAH.

24 So a number of these projects will be done
25 without a cost to the Union City Housing

1 Authority.

2 VICE CHAIRPERSON GUTIERREZ: Good.

3 MR. SANGER: So, that's -- that's a nice
4 thing, yeah.

5 VICE CHAIRPERSON GUTIERREZ: Very good.

6 MR. SANGER: I'm sure it will cost us a
7 little, but it will be very limited and help us
8 towards that. Because to very -- be very quite,
9 you know, quite frank with you, --

10 And I'm going to let maybe Jorge just spend
11 a minute speaking towards this -- want to take
12 too much time -- but the way funding is coming
13 and to plan the future -- a little future cast, a
14 little vision cast and future cast, as what we're
15 seeing from HUD it looks like there's going to be
16 less and less funding.

17 So, Jorge, you want to speak to that?

18 MR. RODRIGUEZ: Yeah, absolutely.

19 MR. SANGER: You want to speak to that a
20 bit?

21 MR. RODRIGUEZ: I mean basically, what the
22 Director --

23 Thank you, Mr. Director.

24 -- is alluding to is that, as you might
25 know in current events, I mean we're hearing from

1 Washington that where the -- you know, basically,
2 the HUD budget is going to be slashed
3 considerably.

4 So, as a result, we are really embracing
5 these two projects. Because it will bring in
6 more rents.

7 COMMISSIONER CAPIZZI: Um-hum.

8 MR. RODRIGUEZ: So, basically, it's -- it's
9 a plus; it's a win/win for us at this point.

10 So, overall the public housing side is
11 where we're still facing a lot of challenges.

12 So, --

13 The capital fund is one of the areas where
14 HUD is con-- where this Administration is looking
15 to cut and so we're concerned. We're very
16 concerned, so.

17 But needless to say we are, you know, we're
18 taking the initiatives to -- to cut back. So,
19 you know.

20 MR. SANGER: I do want to mention that
21 under the leadership of Jorge Rodriguez, really
22 our approach now is to be so much cost-- cost-
23 efficient --

24 MR. RODRIGUEZ: Sure.

25 MR. SANGER: -- in everything that we're

1 | doing, in everything that we're signing as far as
2 | when it comes to vendors and costs, whatever it
3 | might be. We're double-checking. We're even
4 | going out and see if we can get even lower
5 | prices. We're doing a lot of research and having
6 | different people look into can we get this for a
7 | lower price, --

8 | MR. RODRIGUEZ: Sure. Sure.

9 | MR. SANGER: -- can we save money on this?
10 | What can we do?

11 | VICE CHAIRPERSON GUTIERREZ: Exactly.

12 | MR. RODRIGUEZ: We've been
13 | aggressive and --

14 | MR. SANGER: And we've, you know, yeah.

15 | MR. RODRIGUEZ: Yeah, we've been aggressive
16 | with -- with --

17 | MR. SANGER: Very aggressive to do that.

18 | MR. RODRIGUEZ: -- with our --

19 | MR. SANGER: So, --

20 | MR. RODRIGUEZ: -- with our vendors.

21 | You know some of them have been around for
22 | a long time with us. But we want to make sure
23 | they understand that the Authority here is
24 | looking to establish long term partnerships with
25 | some of our yearly vendors as, you know, even

1 | your office supplies.

2 | COMMISSIONER CAPIZZI: Um-hum.

3 | MR. RODRIGUEZ: As little as something as a
4 | -- as a can of Lysol that we might use, where it
5 | might have cost us \$8.00, we're looking to, you
6 | know, trim it to \$2.00 or \$3.00.

7 | I mean these are just, you know, small
8 | examples. But, you know, in the end --

9 | CHAIRPERSON MARTINETTI: They add up.

10 | MR. RODRIGUEZ: -- they -- they add up.

11 | VICE CHAIRPERSON GUTIERREZ: Um-hum.

12 | MR. RODRIGUEZ: And it just comes in a time
13 | where we have to be a little bit more prudent --

14 | As the Director usually uses, a good term,
15 | prudent.

16 | -- in our cost structure.

17 | So, you know this is basically the -- you
18 | know the steps that we're trying to take
19 | basically build a strong foundation, you know,
20 | here financially, so.

21 | MR. SANGER: All right.

22 | COMMISSIONER JETTER: How much do you pay
23 | for these pads?

24 | MR. RODRIGUEZ: That's a very good
25 | question.

1 I don't like to see them laying around. I
2 have to some-- I got to be honest with you,
3 sometimes I'm after the -- the Purchasing guy
4 here to -- to lock them up.

5 COMMISSIONER CAPIZZI: Um-hum.

6 MR. RODRIGUEZ: But, --

7 COMMISSIONER CAPIZZI: Um-hum.

8 MR. RODRIGUEZ: -- you know, I can't tell
9 right off the bat --

10 COMMISSIONER JETTER: Well, you can --

11 MR. RODRIGUEZ: -- how much it is.

12 COMMISSIONER JETTER: -- them in The Dollar
13 Store three for a dollar.

14 MR. RODRIGUEZ: Thank you. Thank you. You
15 see this --

16 (Whereupon, there were multiple speakers.)

17 COMMISSIONER JETTER: Ask me anything. I
18 know what --

19 MR. RODRIGUEZ: -- this is the kind of --

20 MR. SANGER: Jorge has someone going to
21 Bergenline tomorrow morning --

22 MR. RODRIGUEZ: This is the kind of
23 input --

24 VICE CHAIRPERSON GUTIERREZ: Listen, --

25 MR. RODRIGUEZ: This is the kind of --

1 MR. SANGER: He's going to Bergenline
2 tomorrow for \$10.00 worth.

3 MR. RODRIGUEZ: Yeah.

4 VICE CHAIRPERSON GUTIERREZ: Absolutely.

5 MR. RODRIGUEZ: This is the --

6 COMMISSIONER JETTER: I'll get them for
7 you.

8 MR. RODRIGUEZ: I appreciate it. I
9 appreciate it.

10 This is the kind of input that we do like
11 to hear.

12 COMMISSIONER JETTER: Yeah.

13 MR. RODRIGUEZ: But, no, not really.
14 Honestly, --

15 COMMISSIONER JETTER: I know you don't --

16 MR. RODRIGUEZ: -- speaking, yeah, --

17 CHAIRPERSON MARTINETTI: Jorge, how about
18 checks and balances on storeroom materials?

19 MR. RODRIGUEZ: That's a very good
20 question.

21 CHAIRPERSON MARTINETTI: What's signed out?
22 What's used? What's --

23 MR. RODRIGUEZ: That's a very good
24 question.

25 CHAIRPERSON MARTINETTI: -- being checked?

1 MR. RODRIGUEZ: Very good question.

2 With regards to the inventory we do have,
3 you know, certain controls in place. When we
4 need an order to come in our -- our Maintenance
5 Director, Waldo, makes sure that -- that
6 basically this order's justified in the sense
7 that a maintenance person needs it out there on
8 the field and to try to get this work order --

9 And Waldo can attest to this but --

10 -- get this work order resolved as soon as
11 possible.

12 What we find sometimes in isolated cases
13 that some of our inventory might be not utilized
14 properly or efficiently as possible. So in that
15 end we are still working to have a more periodic
16 or more perpetual inventory system where we're
17 keeping count of all our inventory and having it
18 at least as lean and efficient.

19 I am not a big proponent of keeping a lot
20 of dead money. And I say dead --

21 COMMISSIONER CAPIZZI: Um-hum.

22 MR. RODRIGUEZ: -- because, you know,
23 sometimes our -- our guys are out in the field;
24 they can't come all the way over here, pick up a
25 part, when they can actually pick it up at your,

1 | you know, supplier.

2 | COMMISSIONER CAPIZZI: Um-hum.

3 | VICE CHAIRPERSON GUTIERREZ: Um-hum.

4 | COMMISSIONER JETTER: Yeah.

5 | MR. RODRIGUEZ: And it will save us fuel.
6 | It will save us time.

7 | However, there are cases when we have
8 | overnight emergencies that an inventory is very
9 | useful because we might have some things that
10 | were not be able to open --

11 | COMMISSIONER CAPIZZI: Um-hum.

12 | MR. RODRIGUEZ: -- available to the public
13 | at certain times of night or on the weekends and
14 | that's where an inventory is beneficial to us.

15 | But, for the most part, it's a good
16 | question. We -- we want to tighten our controls
17 | there. One of the things that we would like to
18 | do is have a person that would -- like I said
19 | before, take inventory on a monthly basis and
20 | compare the numbers that are in the inventory on
21 | hand to the numbers that we have in our
22 | accounting system, --

23 | COMMISSIONER CAPIZZI: Hmm.

24 | MR. RODRIGUEZ: -- which is the, you know,
25 | the basic -- the way the basic equation works

1 with the County.

2 You want to make sure whatever you see on
3 your books is exactly what you have in hand.
4 Because if you do that right, then you -- you're
5 basically, obviously, minimizing the potential --
6 I'm going to say the potential for pilferage or
7 theft, if you will.

8 So, you know, that's something that I have
9 on my radar and I can assure the Board that it is
10 definitely a priority. So, --

11 CHAIRPERSON MARTINETTI: How -- how about
12 spot checks after work --

13 MR. RODRIGUEZ: We do not --

14 CHAIRPERSON MARTINETTI: -- completed?

15 MR. RODRIGUEZ: We do have --

16 Waldo, maybe you want to talk to me a
17 little -- talk a little bit about that as far
18 as --

19 MR. SANGER: Well, --

20 MR. RODRIGUEZ: -- having somebody on hand
21 when you --

22 MR. SANGER: -- what we're looking to do --
23 and we've had discussion about this -- we -- we
24 have something called our administrative team
25 meeting. We have -- we sit, the five of us, and

1 we sit down once every, you know, meets every,
2 you know, six, eight weeks or so. And we go over
3 everything.

4 And one thing that I'm realizing is as we
5 look to reorganize Mr. Martinetti for the future,
6 reorganize our staff, and what we're doing is --
7 and as people might be moving on and retiring and
8 things of that nature, that we -- we should be
9 looking for someone now who's going to have more
10 focus upon our inventory, keeping an inventory,
11 whatever, and all the follow-ups to our work
12 orders and things of that nature.

13 To be sure that like that the jobs are
14 being done in -- in a, you know, acceptable way
15 and also that the items that were used from
16 inventory were truly being used in some of these
17 sites, in some of --

18 MR. RODRIGUEZ: Sure.

19 MR. SANGER: -- these places and whatever.
20 Things like that.

21 So, as we -- as we move forward and with a
22 few people -- as some staff may be moving on, so
23 the newer people on, we're looking to redefine
24 their role and redefine their job responsibility
25 and have it more related to the things that

1 | you're questioning.

2 | MR. RODRIGUEZ: Exactly.

3 | And if I just add to that, I mean one of
4 | the things I want to add to that is that I've
5 | spoken to the Director in the past, one of the
6 | things I'd like to see is follow-ups.

7 | And what I mean by follow-ups is that, you
8 | know, we have -- our guys are out there, they get
9 | the work order out there but we might have, you
10 | know, cases where a tenant might not be happy
11 | with the final product, as far as the maintenance
12 | may had not been done right.

13 | So what -- the way we can do this is maybe
14 | take images and, you know, bring back that --
15 | those images to -- to ourself in-house and then
16 | maybe work on some quality control standards.
17 | And, you know, those were things I'd like to see
18 | eventually.

19 | These are all things that are -- definitely
20 | on our -- you know on our plate and we're
21 | definitely going to, you know, commit to get it
22 | done.

23 | And I assure you here and I assure the
24 | Board that we are working, you know, to getting
25 | to those goals. And I assure that, you know, in

1 | the next year or even so, even sooner, we'll
2 | start seeing some results from those initiatives,
3 | so.

4 | MR. MORIN: I -- I think it would be a good
5 | idea. The fiscal year ends on June 30th.

6 | MR. RODRIGUEZ: Yes.

7 | MR. MORIN: That's when we do -- that's
8 | when I do an inventory.

9 | MR. RODRIGUEZ: The physical inventory.

10 | MR. MORIN: I think we should just for
11 | towards that time --

12 | MR. RODRIGUEZ: Right.

13 | MR. MORIN: -- so we can start fresh from
14 | the --

15 | MR. RODRIGUEZ: I agree.

16 | MR. MORIN: -- new year.

17 | MR. RODRIGUEZ: I agree.

18 | MR. MORIN: Right? Right on July 1st
19 | just --

20 | MR. RODRIGUEZ: I agree.

21 | MR. MORIN: -- start monthly you do
22 | something --

23 | MR. RODRIGUEZ: I agree.

24 | MR. MORIN: -- that we can do --

25 | MR. RODRIGUEZ: Yeah. Exactly.

1 MR. MORIN: But let's work on that because
2 that way we have a few months --

3 MR. RODRIGUEZ: I agree.

4 MR. MORIN: -- and we can just do it and
5 cut it and start.

6 MR. SANGER: And then --

7 MR. MORIN: Not wait until --

8 MR. SANGER: -- align them with all the HUD
9 reports --

10 MR. MORIN: Yeah.

11 MR. RODRIGUEZ: Well, --

12 MR. SANGER: -- as well.

13 MR. RODRIGUEZ: -- well, as a -- as a
14 result we still have to do a -- because of the
15 end of the fiscal year --

16 MR. MORIN: We have to do it anyway.

17 MR. RODRIGUEZ: -- we still have to do it
18 for our accounting records.

19 MR. MORIN: Yeah.

20 MR. RODRIGUEZ: However, we are also -- I
21 am in the process of migrating our accounting
22 system as we -- as we speak. We're -- set it --
23 we're set for June. We're taking the -- our
24 accounting system and bringing it into a more
25 technological, you know, product. It's more

1 advanced.

2 The -- the program will be able to do a lot
3 more things for us in-house, reporting, that sort
4 of thing, to keep us in tune of what's going on
5 with the -- the Authority.

6 One of the things it will do is that it
7 will keep inventory a lot more on hand; it's a
8 lot easier to make the reports.

9 So those things have to happen. That
10 project will be done -- the migration of the
11 software will be done by the end of June. And
12 then we'll have the -- the inventory. And then
13 all those numbers go into the new accounting
14 system. And if everything goes well you press a
15 button and every month I can send out that report
16 to an individual who'd be in-house and I say look
17 at this report, go to the inventory and tell me
18 if -- which items are in there. And if they're
19 not tell me why or where -- where they could be.

20 We can use some barcodes, which I -- I
21 think the -- the Chairman has mentioned to me in
22 the past that that's a -- a nice feature to have
23 on inventory is to have a barcode system.

24 What's -- barcodes are kind of the same
25 things when you go shopping --

1 COMMISSIONER JETTER: Yeah.

2 VICE CHAIRPERSON GUTIERREZ: Um-hum.

3 MR. RODRIGUEZ: -- in a -- in a supermarket
4 and you swipe.

5 VICE CHAIRPERSON GUTIERREZ: Um-hum.

6 MR. RODRIGUEZ: Well, it should -- it
7 should happen here too, as well.

8 Who knows, we can -- we can look at things
9 like that.

10 COMMISSIONER JETTER: That's a good idea.

11 MR. RODRIGUEZ: But at the end of the day,
12 you know, the Authority's going to be functioning
13 a lot more leaner, a lot more efficient. And I'm
14 really looking forward to -- I'm excited about
15 it.

16 There are challenging days --

17 COMMISSIONER CAPIZZI: Um-hum.

18 MR. RODRIGUEZ: -- but I know -- I know
19 with everybody onboard I know we can make these
20 things happen, so.

21 VICE CHAIRPERSON GUTIERREZ: Okay. Um-hum.

22 MR. SANGER: Okay.

23 COMMISSIONER JETTER: Thank you.

24 MR. SANGER: Thank you, Jorge.

25 VICE CHAIRPERSON GUTIERREZ: It sound

1 great.

2 COMMISSIONER JETTER: Yeah.

3 MR. SANGER: Just one quick thing, too,
4 before we do vote and have our Consent Agenda.

5 Waldo, --

6 We -- we have to do a -- we are doing a
7 REAC inspection this week.

8 Waldo, you just want to speak to that --

9 MR. WALDO: On Wednesday.

10 MR. SANGER: -- and --

11 MR. WALDO: On Wednesday.

12 MR. SANGER: Because that's such an
13 important part of --

14 You know, just -- just quickly.

15 MR. MORIN: That's how we get our scores
16 here. The problem is that we getting
17 September/October every year.

18 MS. DILLON: Waldo?

19 MR. MORIN: They did three sites last year.

20 MS. DILLON: Move your hand.

21 MR. MORIN: Oh.

22 They did three sites last year. The same
23 inspector -- they sent a new inspector to do
24 these two buildings. Which these are the better
25 buildings out of all of them. Not because of

1 anything but because we're here and there's
2 always maintenance going in and out and --

3 So, they came. They did the inspection.
4 They -- they didn't release the score after a
5 week; usually they do. And we waited for a
6 month; nothing happened.

7 And I get an email -- they send us an email
8 explain what do you do to abate and correct. So,
9 you know, I -- I guess the -- the score went so
10 high that they was questioning why or what
11 happened.

12 So I told them, you know, we did a lot of
13 trip and -- (indiscernible) -- that you
14 suggested. We cut all the trees.

15 We never painted the boiler room because
16 it's always hot in there and it peels; I painted
17 the boiler room.

18 We never paint the garage in 26 years that
19 I'm here, never --

20 MR. SANGER: New -- new sidewalk.

21 MR. MORIN: -- paint the floor.

22 MR. SANGER: New sidewalk.

23 MR. MORIN: The floor; never did the floor.
24 So I painted it again.

25 Now, in the last three months, with the

1 salt and the cars it's all ruined. But that's
2 why you don't paint the floor. But anyway they
3 wanted it; we did all that.

4 So we score high.

5 So now, they didn't like it, they
6 questioned that, so now they're sending an
7 engineer and the -- the QI inspector from
8 Washington direct to come and re-inspect the
9 buildings.

10 So now this guy's going to be looking --

11 MR. SANGER: Someone to inspect --

12 MR. MORIN: -- at that little crack, --

13 MR. SANGER: -- what they already
14 inspected.

15 MR. MORIN: -- that -- that ceiling is
16 going to be a violation.

17 MR. SANGER: They didn't trust the
18 people --

19 MR. MORIN: I'm telling you that ceiling
20 right here --

21 COMMISSIONER CAPIZZI: Right.

22 MR. MORIN: -- it's going to be a
23 violation.

24 MR. SANGER: -- that inspected it the first
25 time.

1 MR. MORIN: They look at everything.

2 That shouldn't be there. That should be a
3 brand new ceiling. That little hole shouldn't be
4 there.

5 They look at every single thing, so I'm
6 really -- I'm gearing for it. I -- I've been
7 going --

8 VICE CHAIRPERSON GUTIERREZ: That's right.

9 MR. MORIN: -- every day --

10 COMMISSIONER JETTER: Right.

11 MR. MORIN: -- to inspect ten, 15
12 apartments, trying to do as much as I can. My
13 experience of what their high points are. Like
14 GFI, that's a big, you know, level 3. And, you
15 know, and handles and leaks.

16 So I'm -- we're trying to do as much as we
17 can but they come here and they -- you know, the
18 -- the bricks on the side of the building, when
19 you turn around this side of building, they're
20 already worn.

21 COMMISSIONER CAPIZZI: Hmm.

22 MR. MORIN: That shouldn't be like that.

23 What do you mean, it's 50 year old
24 building. And you're going to have to cut a
25 piece and then put new brick.

1 I mean they're looking at everything. So I
2 don't know what's going to happen but, you know,
3 I'm trying to do as much as I can.

4 So they're coming next Wednesday. At the
5 same time that the audit's being done next week.
6 So it's going to be a fun week.

7 VICE CHAIRPERSON GUTIERREZ: Wow.

8 MR. RODRIGUEZ: And that's -- and just to
9 say it -- like he said it's --

10 VICE CHAIRPERSON GUTIERREZ: Got to have
11 everything --

12 MR. RODRIGUEZ: -- an inspector inspecting
13 the inspector.

14 COMMISSIONER CAPIZZI: Um-hum.

15 MR. SANGER: Yeah.

16 They didn't like the first inspection that
17 we went higher, so they have to come with a re-
18 inspection because they thought it might have
19 been inflated. It might have been inflated.
20 Yeah. Go crazy.

21 VICE CHAIRPERSON GUTIERREZ: Oh my God.

22 MR. SANGER: Okay.

23 MR. RODRIGUEZ: Yeah. Exactly.

24 MR. SANGER: With that all being said, we
25 could move on.

1 And I'm going to ask for a -- a vote now
2 for the Consent Agenda.

3 And Chairperson Martinetti?

4 MS. DILLON: Need a --

5 CHAIRPERSON MARTINETTI: Motion.

6 MR. SANGER: Oh, I'm sorry, a motion.

7 VICE CHAIRPERSON GUTIERREZ: Second.

8 MR. SANGER: Yes.

9 A motion by Mr. Martinetti.

10 A second by Miss Gutierrez.

11 A motion towards that for the Consent
12 Agenda.

13 And the roll call for that.

14 Mr. Martinetti?

15 CHAIRPERSON MARTINETTI: Yes; abstention on
16 Miguel Hector and properties owned by Miguel; and
17 contractors covered under the Uniform
18 Construction Code.

19 MR. SANGER: Okay.

20 Miss -- Miss Gutierrez?

21 VICE CHAIRPERSON GUTIERREZ: Yes.

22 MR. SANGER: Okay.

23 Miss Jetter?

24 COMMISSIONER JETTER: Yes.

25 MR. SANGER: Miss Capizzi?

1 COMMISSIONER CAPIZZI: Yes.

2 MR. SANGER: Yes.

3 Okay.

4 Five yes; with some of the exceptions of
5 Mr. Martinetti.

6 So that all carries and that's about it for
7 our meeting.

8

9 **PUBLIC COMMENT:**

10

11 MR. SANGER: I -- is there any from -- one
12 from the public who would like to address the
13 Board?

14 I don't see anyone here.

15

16 **ADJOURNMENT:**

17

18 MR. SANGER: And at this time we can -- we
19 could move forward and can I have a motion to
20 close?

21 COMMISSIONER CAPIZZI: Motion.

22 VICE CHAIRPERSON GUTIERREZ: Second.

23 MR. SANGER: Motion by Miss Capizzi.

24 Second by Miss Gutierrez.

25 Roll call.

1 Mr. Martinetti?

2 CHAIRPERSON MARTINETTI: Yes.

3 MR. SANGER: Miss Gutierrez?

4 VICE CHAIRPERSON GUTIERREZ: Yes.

5 MR. SANGER: Miss Jetter?

6 COMMISSIONER JETTER: Yes.

7 MR. SANGER: Miss Capizzi?

8 COMMISSIONER CAPIZZI: Yes.

9 MR. SANGER: Yes.

10 Five yes.

11 And I thank you for a good meeting.

12 Thank you.

13 COMMISSIONER CAPIZZI: Good luck next week.

14 VICE CHAIRPERSON GUTIERREZ: Good luck.

15 Yeah.

16

17 (Whereupon, the proceedings were concluded
18 at 5:14 p.m.)

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22

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24

25

1 STATE OF NEW JERSEY:

2 :

3 COUNTY OF ESSEX :

4

5 I, KAREN A. MARINO, assigned transcriber,
6 do hereby affirm that the foregoing is a true and
7 accurate transcript in the matter of the REGULAR
8 MEETING of the CITY OF UNION CITY HOUSING
9 AUTHORITY, heard on Thursday, February 15, 2018
10 and digitally recorded.

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