

CITY OF UNION CITY
HOUSING AUTHORITY

REGULAR MEETING :

TRANSCRIPT OF RECORDED
PROCEEDINGS

Via Zoom
Telephone Conference
3911 Kennedy Boulevard
Union City, New Jersey

Thursday, May 21, 2020
Commencing at 4:35 p.m.

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

DIANE R. CAPIZZI, COMMISSIONER, (Via telephone)
ELISE DiNARDO, COMMISSIONER, (Via telephone)
JAY GELDZILER, COMMISSIONER, (Via telephone)
DOROTHY JETTER, COMMISSIONER, (Via telephone)
DEBRA MUNDORF, COMMISSIONER, (Via telephone)
MARGARITA GUTIERREZ, VICE CHAIRPERSON,
(Via telephone)
JOSE PEDRAZA, CHAIRPERSON, (Via telephone)

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

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

STANLEY M. SANGER, EXECUTIVE DIRECTOR
GERARD D. PIZZILLO, ESQ., COUNSEL, (Via telephone)
WALDO MORIN, DEPUTY DIRECTOR OF OPERATIONS
JORGE RODRIGUEZ, Comptroller-HR Manager

Audio-Digital
Transcription Service, L.L.C.
audiots@aol.com

ADIS
AUDIO DIGITAL
Transcription Service

29 Oak Avenue
West Orange, N.J. 07052
(973) 669-1222
Fax: (973) 669-0855

I N D E X

	<u>PAGE</u>
CALL TO ORDER	3
ROLL CALL	4
EXECUTIVE SESSION	8
CONSENT AGENDA	
APPROVAL OF MINUTES	
for February 20, 2020; April 16, 2020	9
APPROVAL OF RFP/BIDS	9
APPROVAL OF VARIOUS RESOLUTIONS	10
RESOLUTION NO. 2020-19	10
RESOLUTION NO. 2020-20	10
RESOLUTION NO. 2020-21	10
APPROVAL OF PAYMENT OF BILLS	10
ACCOUNT'S RECEIVABLES/DELINQUENT ACCOUNTS	10
DIRECTOR'S REPORT/UCHA ACHIEVEMENTS	24
PUBLIC COMMENT	36
ADJOURNMENT	38

1 MR. SANGER: Okay.

2 It's 20 -- it's 25 minutes of five, so we
3 will get started with our meeting.

4 And we will be -- we will get started now,
5 Debbie?

6 MS. DILLON: Yes.

7 On the record.

8 MR. SANGER: Okay.

9 Okay. Good -- good afternoon, everyone.
10 And my name is Stanley Sanger. I am the
11 Executive Director of the Union City Housing
12 Authority.

13 And we are having our meeting this
14 afternoon of the Union City Housing Authority
15 Board of Commissioners through a telephonic
16 conference.

17 And this -- this afternoon I just want to
18 welcome everyone and thank you for being with us
19 and taking the time to be with us -- all the
20 Commissioners and everyone else that is involved
21 with the -- the function of the Union Housing
22 Authority, our administrative team here.

23 And it has been Coronavirus time and we've
24 gone through some times but -- that have been a
25 little bit of a challenge and a struggle but

1 very, very happy with all the cooperation we've
2 got from everyone and, of course, the support
3 from all of you and all of our Board members.

4 So thank you very much for that.

5

6 **ROLL CALL:**

7

8 MR. SANGER: At this time I'd like to take
9 a roll call of our meeting this afternoon.

10 And Mr. Pedraza?

11 CHAIRPERSON PEDRAZA: Present.

12 ZOOM RECORDING: This meeting is being
13 recorded.

14 MR. SANGER: Miss Gutierrez?

15 VICE CHAIRPERSON GUTIERREZ: Present.

16 MR. SANGER: Okay.

17 Miss Jetter?

18 COMMISSIONER JETTER: Here.

19 MR. SANGER: Miss DiNardo?

20 COMMISSIONER DiNARDO: Here.

21 MR. SANGER: Miss DiNardo is present.

22 Hello, Miss DiNardo.

23 Miss Capizzi?

24 COMMISSIONER DiNARDO: Hello, Mr. Sanger.

25 MR. SANGER: Hi. Good afternoon.

1 Miss Capizzi?

2 COMMISSIONER CAPIZZI: Here.

3 MR. SANGER: Okay.

4 Miss Mundorf?

5 COMMISSIONER MUNDORF: Here.

6 MR. SANGER: Mr. Geldziler?

7 COMMISSIONER GELDZILER: Here.

8 MR. SANGER: Okay. That's great.

9 Seven -- seven present; none absent.

10 And, obviously, we do have a quorum.

11 And, again, welcome to the May 21st, 2020,

12 tele-- telephonic meeting of the Union City

13 Housing Authority.

14 And let me start by -- as usual -- usually

15 we would have a flag salute but now we'll go

16 right into our meeting statement.

17 And in -- in accordance with and pursuant

18 to Chapter 231, P.L. 1975, the Open Public

19 Meeting Act.

20 Adequate notice of this meeting has been

21 provided as follows:

22 The annual schedule of Board meetings set

23 forth the time, date and location of such meeting

24 and the notice and the agenda to the extent known

25 of this meeting has been prominently posted on

1 the bulletin board -- outside our -- our office
2 here, forwarded to The Jersey Journal and we have
3 been -- also's been on file with the -- the
4 office of the City Clerk, as well as the website
5 of the Union City Housing Authority.

6 So with that being said, --

7 MR. PIZZILLO: Mr. Sanger?

8 MR. SANGER: -- I'd like to --

9 Yes, sir?

10 MR. PIZZILLO: If I may just add one thing?

11 MR. SANGER: Yes, sir.

12 MR. PIZZILLO: We're -- we're proceeding
13 telephonically in compliance with Governor
14 Murphy's Executive Orders 103, 107, regarding the
15 public health emergency and the State of
16 Emergency, which relax restrictions on bodies
17 such as ours who have to comply with the Open
18 Public Meetings Act.

19 So I just wanted to make sure the record's
20 clear that we are proceeding telephonically,
21 which is permissible based on what we're going
22 through right now and Governor Murphy's issued
23 Executive Orders allowing the same.

24 MR. SANGER: Thank you.

25 Thank you for that guidance, Counselor,

1 appreciate that.

2 MR. PIZZILLO: Okay.

3 MR. SANGER: So, with all that being said,
4 I would like now to see if we could go into
5 Closed Session.

6 And can I get a motion from someone?

7 VICE CHAIRPERSON GUTIERREZ: Margarita
8 Gutierrez --

9 CHAIRPERSON PEDRAZA: Motion; Jose Pedraza.
10 Okay.

11 MR. SANGER: Mr. Pedraza has a motion.

12 And it's -- and Miss Gutierrez seconds the
13 motion.

14 So right now we will go into our Closed
15 Session and I'll ask --

16 MR. PIZZILLO: Take a vote -- just take a
17 roll call.

18 MR. SANGER: And we'll have a vote for
19 that.

20 Mr. Pedraza?

21 CHAIRPERSON PEDRAZA: Yes.

22 MR. SANGER: Miss Gutierrez?

23 VICE CHAIRPERSON GUTIERREZ: Yes.

24 MR. SANGER: Miss Jetter?

25 COMMISSIONER JETTER: Yes.

1 MR. SANGER: Miss DiNardo?

2 COMMISSIONER DiNARDO: Yes.

3 MR. SANGER: Miss Capizzi?

4 COMMISSIONER CAPIZZI: Yes.

5 MR. SANGER: Miss Mundorf?

6 COMMISSIONER MUNDORF: Yes.

7 MR. SANGER: Mr. Geldziler?

8 COMMISSIONER GELDZILER: Yes.

9

10 (Whereupon, the Board moved to Executive
11 Session at 4:39 p.m.)

12

13 (Whereupon, the Board returned to Open
14 Session at 4:52 p.m.)

15

16 MR. SANGER: And we will now take a motion
17 to go into a Open Session.

18 Motion?

19 CHAIRPERSON PEDRAZA: I motion; Jose
20 Pedraza.

21 VICE CHAIRPERSON GUTIERREZ: Motion;
22 Margarita Gutierrez.

23 MR. SANGER: Motion by Mr. Pedraza.

24 And -- and second by Miss Gutierrez.

25 And roll call please.

1 Mr. Pedraza?

2 CHAIRPERSON PEDRAZA: Yes.

3 MR. SANGER: Miss Gutierrez?

4 VICE CHAIRPERSON GUTIERREZ: Yes.

5 MR. SANGER: Miss -- Miss Jetter?

6 COMMISSIONER JETTER: Yes.

7 MR. SANGER: Miss DiNardo?

8 COMMISSIONER DiNARDO: Yes.

9 MR. SANGER: Miss Capizzi?

10 COMMISSIONER CAPIZZI: Yes.

11 MR. SANGER: Miss Mundorf?

12 COMMISSIONER MUNDORF: Yes.

13 MR. SANGER: Mr. Geldziler?

14 COMMISSIONER GELDZILER: Yes.

15 MR. SANGER: Okay.

16 Seven yes; no no.

17 We are now in our Open Session.

18

19 (Whereupon, the Board discussed and took
20 action on the following items:

21 **CONSENT AGENDA:**

22 **A. APPROVAL OF MINUTES OF THE REGULAR MEETING &**
23 **EXECUTIVE SESSION OF FEBRUARY 20, 2020 and OF**
24 **APRIL 16, 2020;**

25 **B. APPROVAL OF RFP/BIDS;**

1 **C. APPROVAL OF VARIOUS RESOLUTIONS**

2 RESOLUTION NO. 2020-19 - RESOLUTION
3 APPROVING 2020-2021 BUDGET FOR THE UNION CITY
4 HOUSING AUTHORITY;

5 RESOLUTION NO. 2020-20 - RESOLUTION
6 APPROVING PUBLICATION OF BID FOR REPLACEMENT AND
7 REPAIR OF HOT WATER HEATER AND BOILERS AT AMP I
8 AND II OF THE UNION CITY HOUSING AUTHORITY;

9 RESOLUTION NO. 2020-21 - RESOLUTION
10 APPROVING CONTRACT FOR AFTERHOURS TELEPHONE
11 ANSWERING SERVICES;

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

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

14

15 MR. SANGER: And the first thing now in our
16 Open Session, I would like to just get a chance
17 to go through three -- three Resolutions that
18 have been very important for us.

19 And all of you did receive a copy in your
20 packet; if you'd like to, of course, read along
21 with me or observe the Resolutions.

22 The first is Resolution 2020 number 19.

23 And it's a Resolution Approving the 2020-
24 '21 Budget for the Union City Housing Authority.

25 And Whereas, the Annual Budget and Capital

1 Budget Program for the Union City Housing
2 Authority for the fiscal year July 1, 2020 and
3 ending in June 30, 2021 has been presented before
4 the governing body of the Authority at its open
5 public meeting held on May 21st, 2020.

6 And you do have a copy of that in -- in
7 your -- in your packet.

8 COMMISSIONER MUNDORF: Right.

9 MS. JETTER: Right.

10 MR. SANGER: Whereas, the Annual Budget and
11 Capital Budget Program was -- as presented for
12 adoption reflects each item of revenue and
13 appropriation in the same amount and title as set
14 forth in the introduced and approved budget
15 including all amendments thereto which has been
16 approved by the Director of the Division of Local
17 Government Services; and

18 Whereas, the Annual Budget is presented for
19 adoption reflects Total Revenues of 13,487,731,
20 Total Appropriations including a Accumulated
21 Deficit of 13,292,201 and Total Unrestricted Net
22 Position Utilization of zero; and

23 Whereas, the Capital Budget as presented
24 for adoption reflects Total Appropriations of
25 1,150,000 and Total Unrestricted Net Position to

1 | be utilized of -- at zero; and

2 | Whereas, the schedule of rents, fees and
3 | other charges in effect will produce sufficient
4 | revenues, together with all anticipated revenues
5 | to satisfy all obligations to the holders of
6 | bonds of the Authority, to meeting -- to meet
7 | operating expenses, capital outlays, debt service
8 | requirements and provide for such resources, all
9 | as may be required by law, regulation in terms of
10 | contract and agreement; and

11 | Whereas, pursuant to N.J.A.C. 5:31-2, the
12 | Capital Budget/Program does not confer to any
13 | authorization to raise or expend funds; rather it
14 | is a document to be used as a part of the
15 | Authority's planning and management objectives.
16 | Specific authorization to expend funds for the
17 | purposes described in this section of the budget,
18 | must be granted elsewhere, by bond resolution, by
19 | a project financing agreement, by resolution
20 | appropriating funds from the Renewal and
21 | Replacement Reserve or any other means provided
22 | by law; and

23 | Therefore, Be It Resolved, by the governing
24 | body of the Authority, at its open public meeting
25 | held on May 21, 2020 that the Annual Budget and

1 Capital Budget/Program of the Authority,
2 including all related schedules, for the fiscal
3 year beginning July 1, 2020 and ending July (sic)
4 30, 2021 is hereby adopted and shall constitute
5 appropriations for the purposes stated; and

6 Be It Further Resolved, that the
7 anticipated revenues as reflected in the Annual
8 Budget are of sufficient amount to meet all
9 proposed expenditures/expenses and all covenants,
10 terms, provisions as stipulated in the
11 Authority's outstanding debt obligations, capital
12 lease arrangements and service contracts and
13 other pledged agreements; and

14 Be It Further Resolved, that the governing
15 body of the Authority will consider the Annual
16 Budget and Capital -- for the adoption on July
17 16th, 2020.

18 And this motion is made -- we will be at --
19 get a -- get a vote for this when we do later go
20 into our Consent Agenda.

21 What I'd like to do now is while we are on
22 -- right on this Resolution about our budget, I
23 would like to have -- because the budget is such
24 an important item and it's an item that you --
25 you deserve, as Board members, to have more of a

1 clarification and more of an idea -- and I'd just
2 like to ask Jorge Rodriguez, our Comptroller, to
3 just give us a little -- you know, his thoughts
4 and a little explanation to you, clarification
5 concerning our budget and, of course, some
6 general vital information.

7 MR. RODRIGUEZ: Sure.

8 MR. SANGER: So, Mr. Rodriguez, go right
9 ahead.

10 MR. RODRIGUEZ: Thank you, Director.

11 (Indiscernible) --

12 MS. DILLON: Jorge? I can't hear you,
13 Jorge.

14 MR. RODRIGUEZ: Hello?

15 Can you hear me?

16 MS. DILLON: Is that you, Jorge?

17 COMMISSIONER CAPIZZI: You're like an echo.
18 You have an echo, Jorge.

19 MR. RODRIGUEZ: Hello?

20 COMMISSIONER CAPIZZI: Yes. Better.

21 CHAIRPERSON PEDRAZA: Yes.

22 MR. RODRIGUEZ: Okay.

23 Okay, so basically, like I was saying, the
24 budget is basically a guideline that we use.
25 Obviously we report it to the Department of

1 Community Affairs, as part of the Ordinance that
2 requires us to do so. But the budget is -- is
3 very helpful in the -- in planning and looking at
4 what we anticipate for the upcoming fiscal year.

5 To look at -- if you'd like we can turn to
6 F-1 in the exhibit under Summary.

7 You'll see that there is a proposed surplus
8 of 195,530. That's the difference between what
9 we're going to receive in revenues versus
10 appropriations -- what we're going to spend.

11 That difference is basically 195,530, as I
12 said, it is down slightly from last year's
13 proposed budget of 378,231.

14 As I said before, this is just a budget --

15 MS. DILLON: I'm sorry.

16 Jorge?

17 MR. RODRIGUEZ: -- (indiscernible) --
18 concrete number here that we basically are going
19 to stick with.

20 Because, as you know, there's so many
21 unanticipated things that happen throughout the
22 year, just as we are experiencing right now with
23 the pandemic. Sometimes expenses and things come
24 up that we didn't look forward to.

25 So, in summary, basically the biggest

1 appropriation that we are experiencing again is
2 our fringe benefits and our post-employment
3 benefits. Those are the basic cost drivers in
4 this budget as has been in previous budgets, so
5 there's no change there.

6 But, other than that, we are again
7 projecting a surplus and the -- the overall
8 picture, for the finance picture for the
9 Authority looks very positive.

10 If there's any further questions, if you
11 want me to move on with any other schedule here,
12 I would gladly address it right now or in the
13 future.

14 But, again, this is a budget and we are
15 complying with the Ordinance to the State and
16 delivering this to the State.

17 And then once the State approves it, we
18 will reconvene and in July, as the Director
19 stated earlier, we will then vote again on the
20 adoption of the budget.

21 COMMISSIONER MUNDORF: Okay, Jorge.

22 MR. SANGER: Okay.

23 Does -- does anyone have any questions on
24 the budget?

25 Or comments?

1 VICE CHAIRPERSON GUTIERREZ: No.

2 MR. SANGER: Anyone?

3 Okay.

4 COMMISSIONER JETTER: No, hon. No.

5 MR. SANGER: Okay.

6 Thank you.

7 We'll move on now to Resolution 2020 number
8 20.

9 Resolution Approving Publication of Bid for
10 Replacement and Repair of Hot Water Heater and
11 Boilers at AMP I and AMP II of the Union City
12 Housing Authority.

13 Whereas, the Union City Housing Authority
14 is seeking to repair and replace the existing hot
15 water heater and boilers at AMP I and II; and

16 Whereas, the Authority is required to
17 publish an RPF inviting contractors to bid on the
18 requested services;

19 Whereas, the Executive Director is seeking
20 approval of the Commissioners of the Union City
21 Housing Authority to submit and publish an RFP
22 for hot water heater and boiler repair and
23 replacement services for AMP I and AMP II;

24 Now, Therefore, Be It Resolved that the
25 Commissioners of the Union City Housing Authority

1 do hereby approve the publication inviting
2 contractors to bid on hot water heater and boiler
3 replacement for repairs for AMP I and AMP II in
4 order to get a legally responsible submission.

5 And before I do go on, some of you may be
6 asking what is AMP I or AMP II.

7 AMP I is our downtown site at Columbia
8 Court. And that's -- AMP -- AMP stands -- is for
9 Assessment Management Project. And it's just a
10 term that's used by HUD -- a financial term. So
11 that's -- AMP I is downtown; it's a financial
12 acronym I would say.

13 And then down-- that is downtown; AMP I.

14 And 39th Street here, at 640 and 634, is --
15 is AMP II -- is AMP II.

16 Okay?

17 So that is that.

18 And -- and moving on with our Resolution --
19 just a little clarification there.

20 Be It Further Resolved the Executive
21 Director, Union City Housing Authority is hereby
22 authorized to publish a bid for hot water heater
23 and boiler repair and replacement services for
24 AMP I, AMP II of the Union City Housing
25 Authority.

1 This is two vitally needed big boilers for
2 downtown and for 39th Street here, which is going
3 to continue, of course, during our heat -- so
4 important for our heating season for all of our
5 -- for all of our residents.

6 And the last Resolution is 2020-21.

7 Approving Contract for Afterhours Tele--
8 Telephone Answering Service.

9 And Whereas, the Union City Housing
10 Authority sought bids for afterhours telephone
11 service.

12 Two bids were picked up and one bid was
13 submitted to the Authority on the date of the
14 opening.

15 And the bid submitted by Academy Group was
16 determined to be the -- the lowest responsible
17 bidder and determined to be legally sufficient;
18 and

19 Whereas, the contract shall be paid in
20 accordance with the rate set forth in the
21 proposal submitted to the Authority for a two
22 year contract, not to exceed a flat rate of
23 \$372.00 for 13 -- 13 billings a year; and

24 Therefore, Be It Resolved that the
25 Commissioners of the Union City Housing Authority

1 do hereby approve of a contract with Academy
2 Group to provide afterhours telephone answering
3 service in accordance with the bid
4 specifications; and

5 Resolved that the contract shall be paid in
6 accordance with the bid submitted not to exceed
7 \$372.00 flat rate for 13 billings a year for two
8 years, which is 4,836, which shall also not
9 exceed the cap for services which is 7,310;

10 Be It Further Resolved that the Executive
11 Director of the Union City Housing Authority is
12 hereby authorized to execute contract to the
13 Academy Group, for afterhours telephone answering
14 service consistent with this bid submission.

15 Those are our three Resolutions.

16 This last Resolution, I just want to
17 clarify, for the answering service. When we do
18 close at four o'clock each day, we get our -- we
19 answer all our phones all day. Of course, you
20 know, we pick those phones up and we have person
21 to person phone calls. But at four o'clock when
22 we close down, we switch it to answering service
23 until eight o'clock the next morning.

24 And then if there are some very important
25 things to deal or emergencies that go to the

1 | answering service, they'll call one of our men
2 | that are on -- Waldo Morin or one of our men who
3 | is on alert, who's on -- you know, on duty that
4 | night so-to-speak, that might have to go out for
5 | emergencies and things of that nature.

6 | So that's how the telephone answering
7 | service does work. Just to give you an idea with
8 | that as well.

9 | So with that being said, that is -- that is
10 | really all I have.

11 | Does anyone have any questions on any of
12 | those?

13 | COMMISSIONER MUNDORF: No.

14 | VICE CHAIRPERSON GUTIERREZ: No.

15 | MR. SANGER: Okay.

16 | Thank you.

17 | What I'd like to do now is allow us to go
18 | into what we call -- would call our Consent
19 | Agenda.

20 | And what I'd like to do is have a motion
21 | for someone to go to Consent Agenda.

22 | VICE CHAIRPERSON GUTIERREZ: Motion by
23 | Margarita Gutierrez.

24 | MR. SANGER: Motion -- motion; Margarita
25 | Gutierrez.

1 Second?

2 COMMISSIONER DiNARDO: Elise.

3 MR. SANGER: Second by Elise DiNardo.

4 And now we will have -- again, keep in
5 mind, as I remind you each and every month, that
6 this month now you will be Approving the Minutes
7 of the month of April, which we do have for you.

8 Also, you will be Approving the Minutes of
9 February 20th, as well.

10 You did receive a copy of those minutes at
11 our last meeting but we did not have an
12 opportunity to vote on them.

13 But so this evening you're voting for the
14 Approval of the Minutes from February 20, 2020,
15 as well as the Minutes from Thursday, April 16,
16 2020.

17 Also, you'll be voting on the Resolutions
18 that I had just mentioned.

19 You'll be voting on the Approval of the
20 Payment of the Bills.

21 And while you don't have to vote but you're
22 also very aware of our Delinquency Accounts.

23 And in a few minutes I will be giving you
24 our -- our Director's Report.

25 So this is our Consent Agenda.

1 And let me have a roll call now.

2 And Mr. Pedraza?

3 CHAIRPERSON PEDRAZA: Yes.

4 MR. SANGER: Thank you.

5 Miss Gutierrez?

6 VICE CHAIRPERSON GUTIERREZ: Yes.

7 MR. SANGER: Miss Jetter?

8 COMMISSIONER JETTER: Yes.

9 MR. SANGER: Miss DiNardo?

10 COMMISSIONER DiNARDO: Yes.

11 MR. SANGER: Miss Capizzi?

12 COMMISSIONER CAPIZZI: Yes.

13 MR. SANGER: Miss Mundorf?

14 COMMISSIONER MUNDORF: Yes.

15 MR. SANGER: Mr. Geldziler?

16 COMMISSIONER GELDZILER: Yes.

17 MR. SANGER: Seven-oh.

18 And all -- all our agenda today, those

19 items do pass.

20 And thank you for your support.

21 As I ask, you know, as I say to you each
22 and every month, thanks for your support and your
23 confidence that you have in us as administrative
24 team; three of us, Waldo, Jorge and I sitting at
25 this table. You know it really gives us a lot

1 of, you know, -- makes us feel very confident and
2 -- and really knowing that we have a great
3 relationship with you.

4 So thank you for that.

5
6 **F. DIRECTOR'S REPORT/UCHA ACHIEVEMENTS:**

7
8 MR. SANGER: I do want to take a time now
9 in my Director's -- Executive Director's Report
10 just to give you a little general idea again of
11 what we had done here at the Union City Housing
12 Authority to address the needs of the
13 Coronavirus.

14 As you know it was extremely complex,
15 involving so many people, so many agencies. And
16 -- and, of course, the fear factor that's
17 involved with this and the precautions and the
18 restrictions that had to take place. So it did
19 take the cooperation of many people, many
20 agencies, and just about everyone involved with
21 the -- you know, the -- with the people of Union
22 City. And as you know, what's going on
23 throughout the State of New Jersey and, of
24 course, nationally and worldwide.

25 But to give you an idea, we're very proud

1 of the fact that we took a very proactive
2 approach to the Coronavirus. And soon as we had
3 had heard -- and soon as we realized the -- the
4 impact, the importance and what could possibly
5 happen with the Coronavirus, how -- how it can
6 really, you know, impact people, we realized we
7 were -- of course we're in the business of
8 serving people and we had to be extremely
9 proactive.

10 And what we had done, we put together for
11 the Union City Housing Authority here, on March
12 16th, --

13 As you can see there's right -- right in
14 the middle of March when this first began.

15 On March 16th we put out a notice for
16 Coronavirus precautions to everyone here at the
17 Housing Authority.

18 And I just want to read them to you. And
19 the reason why I'm reading it to you -- these to
20 you -- may take a few minutes -- but I -- I want
21 you to --

22 If anyone ever asks you a question, or it
23 ever comes up in -- in your daily conversations
24 with people, you have a general idea and we are
25 able to give an intelligent response or an

1 | informative response of what we did here at the
2 | Housing Authority.

3 | So I want all of you to have a good idea.
4 | None of this is going to be a shock to you or be
5 | a very big surprise to you. But what it is is a
6 | comprehensive restrictions that we implemented
7 | here at the Housing Authority. And we're proud
8 | of the fact that we were able to get this done
9 | almost immediately.

10 | So what we spoke about at the
11 | administrative office was to -- to clean and
12 | sanitize all our buildings daily, which we did.

13 | We had different companies coming in --
14 | cleaning companies or whatever that were cleaning
15 | our buildings here. Especially at 3700 Palisade
16 | Avenue with 101 units for our senior citizens.
17 | And all our buildings and properties throughout
18 | Union City.

19 | No outside persons were allowed in the
20 | inner office.

21 | Lobby and window areas will be -- were
22 | cleaned and sanitized multiple times daily, both
23 | in the front back areas.

24 | We sanitized all telephones, computers
25 | regularly with disinfectant.

1 All staff keeping bathrooms sanitary.

2 No unit apartment inspections were allowed.

3 We -- we cut -- we discontinued inspectors going
4 out and, of course, doing inspections in the
5 homes for obvious reasons.

6 And inspectors were still involved in doing
7 all the records and necessary correspondence.

8 But also -- and, of course, to enforce our
9 wellness items in our various places.

10 We suspended all activities in our Pavilion
11 until further notice. No daycare; no gym
12 activities. A lot of the things that you've been
13 supporting.

14 We cancelled our Board meeting in March but
15 we did have our telephonic meeting and we did not
16 skip a beat at the Housing Authority with our
17 operations.

18 And in our seniors building, which we feel
19 is most important, -- because as you know the
20 virus does have a, you know, a -- it's -- it's
21 impact on the elderly. And we do know that 80
22 percent of the people who had -- with the virus
23 have deaths who are -- with people 65 years of
24 age or older. So, of course, we had to have a
25 concentration there.

1 So, therefore, we closed the community room
2 there. We closed the TV room. We closed the
3 ceramic room. We consistently sanitized all
4 areas. We encouraged seniors to stay in
5 apartments as much as possible. Encouraged them
6 to be aware of their social interactions. We had
7 our social worker very close -- work closely with
8 them.

9 We worked with the Union City Board of
10 Health and the City of Union City that every one
11 of our senior citizens at 3700 that they were
12 swabbed and all of them were tested for the
13 virus.

14 So we're very happy with that as well.

15 Then also, we -- in order to protect the
16 health and safety of the Housing Authority
17 residents and -- and our staff, we -- we
18 discontinued random visits to the administrative
19 office. We gave to all the residents important
20 numbers -- telephone numbers and email numbers to
21 contact with us.

22 Work orders were limited to emergency and
23 -- so no one had to go into apartments. Only
24 items that were emergency such as maybe, you
25 know, broken pipes and, of course, any type of

1 sewage or anything like that.

2 Only emergency and necessity items were
3 handled in the office and we -- we encouraged
4 everyone to use our drop box. We have our drop
5 box outside our office where they giving us all
6 our papers, our leases, all important documents
7 that they had to fill out and return to us, as
8 well as all their monthly payments.

9 So the drop box was used for payments for
10 public housing and Section 8 at our windows
11 during the pandemic.

12 And we also rotated our staff. The first
13 two weeks we had an A group and a B group.
14 Rotated our staff so we would not have the same
15 25 people or so in our office very day. We did
16 -- we rotated the staff so two days a week an A
17 group was coming in; two days a week a B group
18 was coming in.

19 We're still getting -- what we were doing
20 is trying to create a balance to be fair to
21 everyone with the Corona-- to take care of all
22 the steps to prevent any type of contact for
23 Coronavirus, as well as keep the operations
24 going. Because HUD -- HUD wanted to be sure that
25 we were still under operations and we could take

1 care of all our obligations and responsibilities
2 to the federal government. So we rotated that.

3 And I can say to you, something you should
4 be -- we could all be proud of is the cooperation
5 we got from all the residents was amazing. We
6 didn't have one problem with residents as far as
7 people concerned about, you know, work orders and
8 payments and not being able to come to the office
9 or any problems. Basically, everyone cooperate
10 -- cooperated and knew the importance of the
11 situation we were in.

12 And -- and also our staff here. Our staff
13 here has been great, flexible, understanding,
14 cooperative. We are -- you know, after that,
15 about ten days right in the middle when things
16 got really bad, we weren't in for a week or so.

17 I had discussed this with a -- with a few
18 people and thought it best and I followed some of
19 the lead of those -- some of the other agencies
20 in Union City.

21 So for a week or so, right in the middle
22 when the numbers really got high, we weren't in
23 at all for a while. But then we did come back
24 and we're still doing our rotation of two days a
25 week. So the -- the Union City Housing Authority

1 is covered four days a week with what I like to
2 call a skeleton crew or staggered crew.

3 So the most people that are here at any one
4 time could be about nine people. And they're
5 spread out all over the office, of course,
6 keeping social distance and whatever.

7 So what I'm trying to say and -- everything
8 that we did so far has turned out to be, you
9 know, something that's been productive and very
10 helpful.

11 And I -- both Jorge Rodriguez and I were on
12 a teleconference call with HUD today and New
13 Jersey NAHRO, which is a New Jersey Association
14 for, you know, for Housing. And they suggested
15 many things that people -- housing authorities
16 should be doing during this virus. And I can say
17 that every one that they had suggested today we
18 had implemented over six, seven weeks ago.

19 So I'm very -- you know, very happy with
20 that. So that's a great thing.

21 I just want to alert you to a few other
22 things that are happening around town, too, to
23 show that we are still moving forward -- the
24 Housing Authority and we're not paralyzed by the
25 pandemic.

1 519-521 Summit Avenue, known as our SDA
2 building. We have that building -- we have about
3 two more apartments to fill there. But we have
4 the ten apartments that are full and that's doing
5 very, very well. We just had some issues there
6 we have to correct with some air conditioning
7 with the air conditioning season coming and
8 things of that nature.

9 But that's running along very well.

10 Cantello Street, with our COAH project
11 going on there. We're starting next week with
12 all -- in spite of the virus but with the
13 Governor's approval that you could have
14 construction, you know, going on now. And, of
15 course, construction for essentials.

16 And we will be starting next week by making
17 all the improvements. Demolition of the walkways
18 and new walkways put in. New canopies outside
19 and new lighting.

20 So we will be doing all the exterior work
21 these coming weeks, maybe the next four, five
22 weeks or so. Hopefully, after that, maybe we
23 might -- there might be a little, you know,
24 improvement with the Coronavirus and to allow now
25 where we could possibly go in to our apartments

1 and begin with new bathrooms, new kitchens, new -
2 - new, you know, electricity, new plumbing, new
3 windows. Things of that nature.

4 So we're doing exterior the next few weeks.
5 Obviously that's a good move with the
6 Coronavirus, doing the exterior. Then hopefully
7 if things improve we'll be doing the interior as
8 well.

9 And we're also getting all our new windows.
10 We're getting new windows.

11 How many thousands of dollars are for
12 windows, Waldo?

13 We're getting new windows --

14 MR. MORIN: (Indiscernible).

15 MR. SANGER: So we're getting new windows
16 in our AMP -- in our AMPS -- AMP II here at the
17 Housing Authority in our big building here.

18 So all the hallways and all the stairwells
19 will be getting new windows put in. And that
20 hasn't been done in --

21 Waldo Morin tells me that hasn't been done
22 in many, many years. At least -- Waldo's telling
23 me about --

24 MR. MORIN: Thirty years.

25 MR. SANGER: -- over 30 years those windows

1 haven't been replaced. Because he's been here
2 for those 30 years. And -- and -- but we are
3 getting those new -- new windows in.

4 It's all coming from capital fund money.
5 Which is -- you know, does not really truly come
6 from the budget of the -- the Housing Authority.

7 And I just want to remind you that we did
8 get \$324,000.00 from the Corona Relief Fund. And
9 that \$324,000.00 we're going to be putting
10 towards rent relief -- relief, as well as
11 cleaning, disinfecting our buildings, stripping
12 floors, waxing floors.

13 Maybe putting in some new items in
14 different apartments and what we can do to help
15 -- maybe some additional cameras and security
16 around our sites because they want to improve
17 during the Corona that they improve the safety
18 and people not going into buildings who shouldn't
19 be there. They're allowing for cameras and
20 paying for extra security people and things of
21 that nature.

22 So this might be helpful with us in getting
23 additional cameras that won't cost us any money
24 that we could charge to the Relief Fund.

25 So all in all, we do have a plan. Our plan

1 has been working. We're moving along well.

2 And that's really all I have. I know said
3 a lot but I wanted to be sure you had a good idea
4 of what's been happening here during the time --
5 because I would think during this time there's so
6 much of a focus with Coronavirus. You know
7 people in different places may have different
8 questions and thoughts on what the Housing
9 Authority is doing and you should be abreast of
10 all that.

11 So thank you for that.

12 Is there -- are there any questions or --
13 or anything that --

14 COMMISSIONER CAPIZZI: Thank you.

15 MR. SANGER: -- comments anybody may have
16 towards this?

17 VICE CHAIRPERSON GUTIERREZ: Thank you, Mr.
18 Sanger.

19 CHAIRPERSON PEDRAZA: Thank you.

20 MR. SANGER: Thank you.

21 COMMISSIONER GELDZILER: Thank you.

22 MR. SANGER: Thank you.

23 Anyone else?

24 COMMISSIONER MUNDORF: No.

25 MR. SANGER: Okay.

1 Okay, thank you very much.

2

3 **PUBLIC COMMENT:**

4

5 MR. SANGER: Can I -- can -- I believe --
6 I'm going to ask if there is anyone that -- from
7 the public who might be here.

8 I see no one from the public present so --
9 who might want to address the Board.

10

11 **ADJOURNMENT:**

12

13 MR. SANGER: So, other than that, can I get
14 a motion to close our meeting?

15 VICE CHAIRPERSON GUTIERREZ: I make a
16 motion; --

17 CHAIRPERSON PEDRAZA: Motion.

18 VICE CHAIRPERSON GUTIERREZ: -- Margarita
19 Gutierrez.

20 CHAIRPERSON PEDRAZA: Pedraza --

21 MR. SANGER: Motion; --

22 CHAIRPERSON PEDRAZA: -- Pedraza.

23 MR. SANGER: -- Miss Gutierrez.

24 Second by Mr. Pedraza.

25 And roll call to close our meeting.

1 Mr. Pedraza?

2 CHAIRPERSON PEDRAZA: Yes.

3 MR. SANGER: Miss Gutierrez?

4 VICE CHAIRPERSON GUTIERREZ: Yes.

5 MR. SANGER: Miss Jetter?

6 COMMISSIONER JETTER: Yes.

7 MR. SANGER: Miss DiNardo?

8 COMMISSIONER DiNARDO: Yes.

9 MR. SANGER: Miss Capizzi?

10 COMMISSIONER CAPIZZI: Yes.

11 MR. SANGER: Miss Mundorf?

12 COMMISSIONER MUNDORF: Yes.

13 MR. SANGER: Mr. Geldziler?

14 COMMISSIONER GELDZILER: (No audible
15 response).

16 MR. SANGER: Thank you very much.

17 I appreciate all your help; --

18 VICE CHAIRPERSON GUTIERREZ: Just stay safe
19 everybody.

20 MR. SANGER: -- all your support.

21 COMMISSIONER CAPIZZI: Thank you.

22 COMMISSIONER MUNDORF: Thank you.

23 I miss everybody.

24 COMMISSIONER DiNARDO: We miss you.

25 VICE CHAIRPERSON GUTIERREZ: Thank you,

1 | too.

2 | MR. SANGER: I'd like to --

3 | COMMISSIONER DiNARDO: Dottie?

4 | VICE CHAIRPERSON GUTIERREZ: Stay safe,
5 | everybody.

6 | COMMISSIONER MUNDORF: Yes.

7 | MR. SANGER: I'd like to say let's go
8 | inside and enjoy refreshments --

9 | COMMISSIONER DiNARDO: Dottie, are you
10 | wearing a hat?

11 | MR. SANGER: -- but we can't.

12 |

13 | (Whereupon, the proceedings were concluded
14 | at 5:20 p.m.)

15 |

16 |

17 |

18 |

19 |

20 |

21 |

22 |

23 |

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, May 21, 2020 and
10 digitally recorded.

11

12

13

14

15

16

17

18

19

20

Karen A. Marino

Karen A. Marino

AOC 493

21

22

23

24

Deborah Dillon

25

Monitored and Proofread by: Deborah Dillon