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THE HOUSING AUTHORITY
OF THE CITY OF GARFIELD
BERGEN COUNTY, NEW JERSEY

Monday, July 15, 2019
Commencing at 6:15 p.m.

COMMISSIONERS PRESENT:

- NOEL QUILES, CHAIRMAN
- MARIE BARCKETT
- EDWARD PUZIO
- ROSEMARIE RIBAUDO

ALSO PRESENT:

- MARGARET A. FIORE
- OFFICE MANAGER

MARY MC KAY
 Certified Realtime Court Reporter
 Registered Professional Reporter
 13-10 Fairclough Place
 Fair Lawn, New Jersey 07410
 (201) 796-4701

July 15, 2019

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1 Notice of the time, date and place of this
2 meeting has been provided at least 48 hours in advance
3 by publication in The Record and by posting a notice of
4 this meeting on the community bulletin board at the
5 Garfield Housing Authority and Garfield City Hall.

6 MS. FIORE: Roll call for the regular
7 meeting. First we have to do the flag salute.

8 (All rise for the recitation of the Pledge of
9 Allegiance.)

10 MS. FIORE: So Mr. Dabal is absent.

11 MS. RIBAUDO: Here.

12 MS. SUSINO: Absent.

13 MR. GIACOMARRO: Absent.

14 MS. BARCKETT: Here.

15 MR. PUZIO: Here.

16 CHAIRMAN QUILES: Here.

17 MS. FIORE: Approval of the minutes from the
18 transcript of the caucus and regular meeting held on
19 June 17th, 2019.

20 MS. RIBAUDO: I'll make a motion.

21 MS. BARCKETT: I'll second.

22 MS. RIBAUDO: Yes.

23 MS. BARCKETT: Yes.

24 MR. PUZIO: Yes.

25 CHAIRMAN QUILES: Yes.

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1 MS. FIORE: Bills presented for payment
2 July 15th, 2019. Operating account expense in the
3 amount of \$97,742.68. Capital fund 501-18 in the
4 amount of \$40,360.31. For a total amount of
5 \$138,102.99.

6 Motion?

7 MS. BARCKETT: I'll make it.

8 MR. PUZIO: I'll second it.

9 MS. RIBAUDO: Yes.

10 MS. BARCKETT: Yes.

11 MR. PUZIO: Yes.

12 CHAIRMAN QUILES: Yes.

13 MS. FIORE: We just have the new business.

14 This is Resolution Number 2019-16. For the scholarship
15 award.

16 CHAIRMAN QUILES: Was he invited to come to
17 the meeting?

18 MS. DAY: Usually we do this before, and we
19 usually reach out --

20 MS. FIORE: Yes. And then he actually gave
21 it to the school by mistake.

22 CHAIRMAN QUILES: That's where we followed up
23 on the paperwork?

24 MS. FIORE: Exactly.

25 CHAIRMAN QUILES: Okay. I think it would be

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1 nice if we send him a letter, letting him know we did
2 this. And it would be nice if he comes before the
3 board also. If he cares to come, you know.

4 MS. FIORE: Right. So Mr. Dabal is absent.

5 MS. RIBAUDO: Yes.

6 MS. BARCKETT: Yes.

7 MR. PUZIO: Yes.

8 CHAIRMAN QUILES: Yes.

9 MS. FIORE: I just need it signed. I think
10 two signatures I need.

11 MS. RIBAUDO: Give it to Mr. Puzio and
12 Ms. Barckett. I don't want to sign it. I can't.

13 Have you met him?

14 MS. FIORE: Just briefly when --

15 MS. RIBAUDO: Did you meet him?

16 MS. BARCKETT: No.

17 CHAIRMAN QUILES: That's why I said he should
18 have been here. But we did this wrong.

19 MS. RIBAUDO: I read the write-up on him, the
20 letter and all that stuff that you sent us. And that's
21 all I'll say. That's all.

22 MS. FIORE: So the next resolution is 2019-17
23 to update the employee handbook for the earned sick
24 leave.

25 CHAIRMAN QUILES: Does our payroll company do

1 that, Colleen?

2 MS. LEHNING: No.

3 CHAIRMAN QUILES: Who does it?

4 MS. LEHNING: We do it. The bookkeepers do
5 it.

6 CHAIRMAN QUILES: So whenever we have any
7 changes in our handbook, it's in-house?

8 MS. DAY: Yes. Well, no. Actually, it was
9 with ADP.

10 CHAIRMAN QUILES: Yes. Payroll companies do
11 that.

12 MS. DAY: Yes, but then we dropped the human
13 resource end of it. And we'll get Nelrod, who does all
14 of our policy writing. It's a lot cheaper --

15 CHAIRMAN QUILES: Because the reason I'm
16 bringing it up is because I do know that they are month
17 to month. If any time it changes in Congress, ADP,
18 which is the company I used to deal with for my staff,
19 they would change it immediately.

20 MS. DAY: Yes. And we have to do it, because
21 the insurance requires us to do it. And they give us
22 some that they want included.

23 CHAIRMAN QUILES: Exactly.

24 MS. DAY: So we get that. And just before
25 they -- you know, it's like every two years. So maybe

1 about a year and a half we'll get from the insurance
2 company --

3 CHAIRMAN QUILES: That they want you to put
4 it in the employee handbook.

5 MS. DAY: Then everybody has to sign off on
6 it.

7 MS. BARCKETT: I have a question on this. If
8 they don't use it, does it accrue over to the following
9 year?

10 MS. DAY: Yes. You're allowed to carry a
11 certain --

12 MS. BARCKETT: Because it doesn't say here.

13 MS. DAY: The policy doesn't say it. This is
14 just approving to update the employee manual.

15 MS. FIORE: So --

16 MS. DAY: There's specific -- if you look at
17 the two pages that you have --

18 MS. FIORE: I think it outlines it.

19 MS. DAY: The outline says --

20 MS. BARCKETT: This?

21 MS. FIORE: Right in back. Yes.

22 MS. BARCKETT: Rate of accrual.

23 MS. FIORE: 2019-17, the sick days.

24 MS. RIBAUDO: Yes. I was reading.

25 MS. DAY: Also, there's also two ways that

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1 you could have done this --

2 MS. BARCKETT: I'm sorry. My vote?

3 MS. FIORE: Yes.

4 MS. BARCKETT: Yes.

5 MR. PUZIO: Yes.

6 CHAIRMAN QUILES: Yes.

7 MS. DAY: Two ways you could have done this.
8 It's technically one hour for every 30 hours they work,
9 but it's a lot of tracking. 30 hours, add an hour. So
10 you have to do 40 hours. You have to give them
11 40 hours. So our guys work seven days -- seven hours a
12 day. So six days gives them 42 hours. So we have two
13 hours over the minimum required by state law. So it's
14 a lot easier.

15 MR. PUZIO: It works the same way for a
16 part-timer.

17 MS. DAY: This is only for part-timers,
18 because we are covered under our own policy. That's a
19 new one. Actually, it was -- it's over a year. We've
20 been doing it.

21 CHAIRMAN QUILES: I got the notice from HR
22 five months ago.

23 MS. DAY: For what?

24 CHAIRMAN QUILES: For those 40 hours that --

25 MS. DAY: No, long ago.

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1 CHAIRMAN QUILES: HR notified us five months
2 ago. So they were behind. Big time.

3 MS. DAY: Big time, yeah. Because that was
4 last year, about a year and a half ago.

5 MS. FIORE: Any commissioner comment or
6 public comment?

7 MS. RIBAUDO: Yes. I want to bring up
8 something. Marty usually mentions it. Our family
9 night out.

10 MS. DAY: National Night Out is the first
11 Tuesday in August.

12 MS. RIBAUDO: Yes. I guess we'll all get
13 notified.

14 CHAIRMAN QUILES: We get shirts for that?

15 MS. DAY: Yes.

16 MS. RIBAUDO: Yes, yes. But Marty would
17 probably mention it, but we don't have a meeting until
18 after.

19 MS. BARCKETT: What's the date, the first
20 Tuesday in August?

21 MS. FIORE: The 1st, actually. Oh, no, no,
22 no. The 6th. The 1st is on a Thursday. Tuesday is
23 the 6th.

24 MS. BARCKETT: National Night Out.

25 MS. FIORE: I just wanted to make a public

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1 comment to thank everybody for their support through
2 this trying time. It's really appreciated. It's made
3 things a lot easier. So thank you very much. I
4 appreciate that.

5 MS. RIBAUDO: You're more than welcome.

6 CHAIRMAN QUILES: I need to follow up on
7 that. It is a pleasure having you at this Housing
8 Authority. We wish you and your family only the best.
9 I'm a big believer in supporting our staff. If there's
10 anything we can do, again, from our end, I'm sure that
11 we can all gather, and, you know, at the end of the day
12 be that support that you need.

13 MS. FIORE: Thank you.

14 Adjournment.

15 MS. BARCKETT: I make a motion to adjourn.

16 MS. RIBAUDO: I'll second it.

17 Yes.

18 MS. BARCKETT: Yes.

19 MR. PUZIO: Yes.

20 CHAIRMAN QUILES: Yes, ma'am.

21 MS. FIORE: So we're adjourned at 6:25 p.m.

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C E R T I F I C A T E

I, MARY MC KAY, License Number XIO1302, a
Certified Court Reporter in and for the State of New
Jersey, do hereby certify the foregoing to be prepared
in full compliance with the current Transcript Format
for the Judicial Proceedings and is a true and accurate
non-compressed transcript to the best of my knowledge
and ability.

Mary McKay, C.R.C.R.
Certified Court Reporter

Date: -----