

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON DECEMBER 14, 2021 AT ONLINE VIRTUAL MEETING.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:02PM by Chairperson Waters. The Open Public Meeting Act was read by the Secretary.

PRESENT:

Chairperson Walter Waters
Vice-Chairman W.G. Harris
Commissioner Fred Shaw
Commissioner Wanda Watson

ABSENT:

Commissioner Cassandra Chatman
Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassem Jones, Project Manager
Mr. Ronald Hunt, Esq., Legal Counsel

2. OPEN DISCUSSION

Commissioner Shaw asked about the bill from Riker Danzig. Mr. Gill explained it was for work on a parcel of land deeded to the housing authority on North Walnut.

Commissioner Harris asked about a payment to Genesis Concord for \$37,000. Mr. Gill responded it is for the Vista Village building that was refinanced.

Commissioner Harris asked about check #2076 regarding Vista Village and Genesis. Mr. Gill

responded it is for additional coverage.

3. ADJOURNMENT

Work Session adjourned at 6:23 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON DECEMBER 14, 2021 VIA CONFERENCE CALL.

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting, via conference call, on the 14th day of December, 2021. Chairperson Walter Waters called the meeting to order at 7:05 PM.

This meeting is called to order and is being conducted in conformity with the Open Public Meeting Act. Notice of this meeting was e-mailed to Worrell Community Newspapers (East Orange Record) and NJ Advance Media (Star-Ledger) on Thursday, December 3, 2020. This notice was e-mailed to the City Clerk of East Orange on Thursday, December 3, 2020. This notice was posted at the administrative office and the Authority's two public housing developments and the EOHA website on Tuesday, December 8, 2020. Due to the Covid-19 pandemic, 2021 annual/regular meetings will be held virtually by dial-in number: 1-201-479-3015, Conference ID: 11875113#. Any changes will be posted on EOHA's website: EOHA.org at least 48 hours prior to the meeting date. The meeting will begin promptly at 7:00 p.m.

PRESENT:

Chairperson Walter Waters
Vice-Chairman W.G. Harris
Commissioner Fred Shaw
Commissioner Wanda Watson
Commissioner Cassandra Chatman

ABSENT:

Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Project Manager
Mr. Ronald Hunt, Esq., Legal Counsel

PUBLIC NOTICE OF REGULAR MEETING

TO: BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE, CITY CLERK OF EAST ORANGE, EAST ORANGE RECORD AND NEWARK STAR LEDGER

Notice is hereby given pursuant to the Open Public Meetings Act, that a Regular Meeting of the Board of Commissioners of the Housing Authority of the City of East Orange, will be held on December 14, 2021, via conference call, for the purpose of acting upon:

2021-44 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF NOVEMBER 2021

2021-45 RESOLUTION APPROVING THE MEETING DATES FOR THE 2022 CALENDAR YEAR OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE

2021-46 RESOLUTION APPROVING HOLIDAY DATES FOR THE 2022 CALENDAR YEAR ON WHICH THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE WILL BE OFFICIALLY CLOSED

2021-47 RESOLUTION APPOINTING WILBERT GILL AS THE QUALIFIED PURCHASING AGENT FOR THE EAST ORANGE HOUSING AUTHORITY AND TO SET THE BID THRESHOLD AT \$44,000

2021-48 RESOLUTION APPOINTING DUANGRAT SIMPKINS AS ITS FUND COMMISSIONER FOR THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND FOR THE FUND YEAR ENDING DECEMBER 31, 2022

2021-49 RESOLUTION DESIGNATING ELENA COLEY AS A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.) FOR THE EAST ORANGE HOUSING AUTHORITY FOR THE YEAR ENDING DECEMBER 31, 2022

2021-50 RESOLUTION RATIFYING THE ELIMINATION OF A POSITION OF DIRECTOR OF OPERATIONS, EFFECTIVE DECEMBER 1, 2021

2021-51 RESOLUTION AUTHORIZING PAYMENT OF 2021 DISCRETIONARY PAYMENT TO STAFF IN AN AMOUNT NOT TO EXCEED \$36,000 IN AGGREGATE

2021-52 RESOLUTION AUTHORIZING THE AMENDMENT OF THE ADMINISTRATIVE PLAN OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO INCREASE THE HCV PAYMENT STANDARD TO 120% OF HUD'S 2022 FMRS FOR THE ESSEX COUNTY, NJ AREA SUBJECT TO HUD'S APPROVAL

2021-53 2022 EAST ORANGE HOUSING AUTHORITY BUDGET RESOLUTION

2021-54 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2022

2021-55 RESOLUTION ELECTING COMMISSIONER HARRIS FOR THE POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2022

2021-56 RESOLUTION ELECTING COMMISSIONER WATERS FOR THE POSITION OF TREASURER FOR THE BOARD OF COMMISSIONERS FOR 2022

And for the purpose of transacting any other business related hereto or which may properly come before each meeting.

1. **OPEN PUBLIC MEETING ACT and ROLL CALL**

PRESENT:

Chairperson Walter Waters
Vice-Chairman W.G. Harris
Commissioner Fred Shaw
Commissioner Cassandra Chatman
Commissioner Wanda Watson

ABSENT:

Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassem Jones, Project Manager
Mr. Ronald Hunt, Esq., Legal Counsel

2. **MINUTES**

MOTION: Commissioner Harris moved to approve the minutes of the previous meeting in November of 2021. Commissioner Watson seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.
Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

3. **APPROVAL OF THE BILLS**

MOTION: Commissioner Harris moved to approve the payment of the November bills. Commissioner Chatman seconded.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

4. VISITORS

There were no visitors.

5. REPORTS

COMMITTEE REPORTS

REAL ESTATE DEVELOPMENT: There was no report.

FINANCE: There was a meeting. November financials were in the board report.

BUILDINGS & GROUNDS: There was no report.

BY-LAWS & PROCUREMENT: There was no report.

PERSONNEL: There was no report.

NON-PROFIT COMMITTEE: There was no report.

EOHCDC BOARD OF DIRECTORS: There was no report.

LEGAL REPORT (Board Attorneys)

There was no report.

EXECUTIVE DIRECTOR

Mr. Gill highlighted his report and answered questions from the Commissioners.

Ms. Jones highlighted her report and answered questions from the Commissioners.

6. OLD BUSINESS

There was no Old Business.

7. NEW BUSINESS

There was no New Business.

8. RESOLUTIONS

**2021-45 RESOLUTION APPROVING THE MEETING DATES FOR THE
2022 CALENDAR YEAR OF THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE
CITY OF EAST ORANGE**

Commissioner Harris moved to approve.
Commissioner Chatman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2021-46 RESOLUTION APPROVING HOLIDAY DATES FOR THE 2022
CALENDAR YEAR ON WHICH THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE WILL BE OFFICIALLY
CLOSED**

Commissioner Watson moved to approve.
Commissioner Harris seconded. There were no
questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2021-47 RESOLUTION APPOINTING WILBERT GILL AS THE
QUALIFIED PURCHASING AGENT FOR THE EAST ORANGE
HOUSING AUTHORITY AND TO SET THE BID THRESHOLD
AT \$44,000**

Commissioner Harris moved to approve.
Commissioner Watson seconded. There were no
questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2021-48 RESOLUTION APPOINTING DUANGRAT SIMPKINS AS ITS
FUND COMMISSIONER FOR THE NEW JERSEY PUBLIC
HOUSING AUTHORITY JOINT INSURANCE FUND FOR THE
FUND YEAR ENDING DECEMBER 31, 2022**

Commissioner Harris moved to approve.
Commissioner Shaw seconded. There were no
questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2021-49 RESOLUTION DESIGNATING ELENA COLEY AS A PUBLIC
AGENCY COMPLIANCE OFFICER (P.A.C.O.) FOR THE
EAST ORANGE HOUSING AUTHORITY FOR THE YEAR
ENDING DECEMBER 31, 2022**

Commissioner Harris amended the motion for
Wilbert Gill to become the P.A.C.O. instead of
Elena Coley. Commissioner Chatman seconded
the amendment. There were no questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2021-50 RESOLUTION RATIFYING THE ELIMINATION OF A
POSITION OF DIRECTOR OF OPERATIONS, EFFECTIVE
DECEMBER 1, 2021**

Commissioner Harris moved to approve.
Commissioner Watson seconded. There were no
questions.

ROLL CALL:

Ayes: Harris, Chatman, Watson, Waters.
Nays: None.
Abstentions: Shaw.

The Resolution was approved 4-0-1.

**2021-51 RESOLUTION AUTHORIZING PAYMENT OF 2021
DISCRETIONARY PAYMENT TO STAFF IN AN AMOUNT NOT
TO EXCEED \$36,000 IN AGGREGATE**

Commissioner Harris moved to approve.
Commissioner Chatman seconded. There were no
questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.
Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

**2021-52 RESOLUTION AUTHORIZING THE AMENDMENT OF THE
ADMINISTRATIVE PLAN OF THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE TO INCREASE THE HCV
PAYMENT STANDARD TO 120% OF HUD'S 2022 FMRS FOR
THE ESSEX COUNTY, NJ AREA SUBJECT TO HUD'S
APPROVAL**

Commissioner Harris moved to approve.
Commissioner Shaw seconded. There were no
questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.

Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

**2021-53 2022 EAST ORANGE HOUSING AUTHORITY BUDGET
RESOLUTION**

Commissioner Harris moved to approve.
Commissioner Watson seconded. There were no
questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.
Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

**The meeting was turned over to Mr. Hunt to elect
officers for the EOHA.**

Nominations for Chairperson

Commissioner Harris nominated Commissioner Shaw
for Chairperson. Commissioner Chatman seconded.
There were no other nominations.

Commissioner Watson moved to close nominations for
Chairperson. Commissioner Chatman seconded.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.
Nays: None.
Abstentions: None.

The Motion was approved 5-0-0.

Nominations for Vice-Chairperson

Commissioner Shaw nominated Commissioner Harris for Vice-Chairperson. Commissioner Watson seconded. There were no other nominations.

Commissioner Harris moved to close nominations for Vice-Chairperson. Commissioner Shaw seconded.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.
Nays: None.
Abstentions: None.

The Motion was approved 5-0-0.

Nominations for Treasurer

Commissioner Watson nominated Commissioner Waters for Treasurer. Commissioner Chatman seconded. There were no other nominations.

Commissioner Watson moved to close nominations for Treasurer. Commissioner Chatman seconded.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.
Nays: None.
Abstentions: None.

The Motion was approved 5-0-0.

2021-54 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2022

Commissioner Chatman moved to approve.
Commissioner Waters seconded. There were no
questions.

ROLL CALL:

Ayes: Shaw, Harris, Chatman, Watson, Waters.
Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

**2021-55 RESOLUTION ELECTING COMMISSIONER HARRIS FOR THE
POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF
COMMISSIONERS FOR 2022**

Commissioner Chatman moved to approve.
Commissioner Shaw seconded. There were no
questions.

ROLL CALL:

Ayes: Chatman, Watson, Shaw, Harris, Waters.
Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

**2021-57 RESOLUTION ELECTING COMMISSIONER WATERS FOR THE
POSITION OF TREASURER FOR THE BOARD OF
COMMISSIONERS FOR 2022**

Commissioner Chatman moved to approve.
Commissioner Shaw seconded. There were no
questions.

ROLL CALL:

Ayes: Chatman, Watson, Shaw, Harris, Waters.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

10. ADJOURNMENT

Commissioner Shaw moved to adjourn. Commissioner Watson seconded. By unanimous acclamation, the meeting was adjourned at 8:11pm.