

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JUNE 12, 2018 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:23 PM by Chairperson Shaw. The Open Public Meeting Act was read by the Recording Secretary.

PRESENT:

Chairperson Fred Shaw
Vice-Chairman W.G. Harris
Commissioner Wanda Watson
Commissioner Walter Waters
Commissioner Joshua Brown (arrived 6:45PM)

ABSENT:

Commissioner Cassandra Chatman (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Dir. Of Operations
Ms. Yadira Duran, Esq., Legal Counsel
Ms. Kassema Jones, Project Manager
Mr. Justin Brown, Mayor's Liaison

2. OPEN DISCUSSION

Commissioner Harris asked about the Allstate and Colonial State benefits. Mr. Gill responded those are voluntary payments which go to the insurance companies.

Commissioner Harris asked about check #8449. Mr. Gill responded the contract starts January 1st and it is the billing for the first quarter this year.

Commissioner Harris asked about two of the Resolutions and should there be an alternate means to advertise for the fee accountant auditing services. Mr. Gill responded it's advertised locally and nationally.

Commissioner Brown asked about the capital funds program and the \$200K for the RAD conversion, what will the funds be allocated to. Also, \$200K for the replacement factor funds. Mr. Gill responded it is for the overall conversion, it's not slated for anything specific regarding the project.

Commissioner Shaw asked about an agreement reached with City Hall regarding C of H issuance. Ms. Jones responded that if you're HUD certified they will allow you to do your own inspection.

There was discussion regarding court dates. Ms. Jones explained why there are delays.

3. ADJOURNMENT

Work Session adjourned at 6:59 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JUNE 12, 2018 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting at 160 Halsted Street, East Orange, New Jersey, on the 12th day of June, 2018, the place, date and hour duly established for the holding of such meeting. Chairperson Fred Shaw called the meeting to order at 7:00 PM.

The Recording Secretary stated that this meeting is being conducted in conformity with the Open Public Meeting Act. Notice of this Regular Meeting was e-mailed to Worrell Community Newspapers (East Orange Record) and NJ Advance Media on Tuesday, December 15, 2017. The notice was also faxed to the City Clerk Office and Public Information Office of the City of East Orange on Wednesday, December 27, 2017. The notice was posted at the administrative office and the Authority's two public housing developments on Thursday, December 28, 2017.

PRESENT:

Chairperson Fred Shaw
Vice-Chairperson W.G. Harris
Commissioner Joshua Brown
Commissioner Wanda Watson
Commissioner Walter Lewis Waters

ABSENT:

Commissioner Cassandra Chatman (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Dir. Of Operations
Ms. Kassema Jones, Project Manager
Ms. Yadira Duran, Esq., Legal Counsel
Mr. William Jones, Consultant (arrived 7:10 PM)
Mr. Justin Brown, Mayor's Liaison

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 Tuesday, June 12, 2018, at 7:00 p.m. at 160 Halsted Street, East Orange, New Jersey for the purpose of acting upon:

- 2018-31 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF MAY 2018**
- 2018-28 RESOLUTION AWARDING A CONTRACT TO HYMANSON, PARNES & GIAMPAOLO FOR PROFESSIONAL AUDITING SERVICES OF LOW INCOME PUBLIC HOUSING PROGRAM AND HOUSING CHOICE VOUCHER PROGRAM FOR THE FISCAL YEAR 2017 IN AN AMOUNT OF \$11,220.00**
- 2018-29 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH POLCARI & CO. TO PROVIDE FEE ACCOUNTING SERVICES FOR A PERIOD OF ONE (1) YEAR AT A COST NOT TO EXCEED \$35,000.00**
- 2018-30 RESOLUTION ADOPT NJ STATE DEPARTMENT OF HUMAN SERVICES STANDARDIZED BOARD RESOLUTION AND APPROVE THE 2018/2019 CONGREGATE HOUSING SERVICES GRANT SUBMISSION**

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 Fred Shaw
Vice-Chairperson W.G. Harris
Commissioner Joshua Brown
Commissioner Wanda Watson
Commissioner Walter Lewis Waters

ABSENT:

Commissioner Cassandra Chatman (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Dir. Of Operations
Ms. Kassem Jones, Project Manager
Ms. Yadira Duran, Esq., Legal Counsel
Mr. William Jones, Consultant (arrived 7:10 PM)
Mr. Justin Brown, Mayor's Liaison

2. **MINUTES**

MOTION: Commissioner Harris moved to approve the minutes of the previous meeting in May of 2018. Commissioner Waters seconded. There were no questions.

ROLL CALL:

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

The Resolution was approved 4-0-1.

3. **APPROVAL OF THE BILLS**

MOTION: Commissioner Waters moved to approve

the payment of bills. Commissioner Harris seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

4. VISITORS

Debra Alexander asked about the renovations for Vista Village.

Johnnie Mae Goode, Tenant's Association of Concorde Towers, asked about renovations.

5. Nicole Lockett, Genesis,

Ms. Lockett gave an update of the two projects they are undertaking with the Housing Authority, Vista Village and Halsted.

6. REPORTS

COMMITTEE REPORTS

REAL ESTATE DEVELOPMENT: There was no report.

FINANCE: There was no report. Chairman Shaw stated there was a meeting on Wednesday, May 23rd. Mr. Gill highlighted that there is a new law regarding sick time pay to part time employees, effective July 1st.

BUILDINGS & GROUNDS: There was no report. The committee toured the sites on May 30th. Commissioner Brown added that along the baseboard heaters in the recreation area there are large cracks where rodents could come into the building. There was discussion about the gardening that one of the tenants is taking care of.

BY-LAWS & PROCUREMENT: There was no report.

PERSONNEL: There was no report.

NON-PROFIT COMMITTEE: There was no report.

EXECUTIVE DIRECTOR

The report stood. Mr. Gill highlighted his report and the reports of the departments.

There was discussion regarding water service interruption that started Saturday evening at Vista Village. Mr. Gill reported the part for it was received today and hot water has been restored.

LEGAL REPORT (Board Attorneys)

There was no report.

7. OLD BUSINESS

There was no Old Business.

8. NEW BUSINESS

There was no New Business.

9. RESOLUTIONS

2018-28 RESOLUTION AWARDING A CONTRACT TO HYMANSON, PARNES & GIAMPAOLO FOR PROFESSIONAL AUDITING SERVICES OF LOW INCOME PUBLIC HOUSING PROGRAM AND HOUSING CHOICE VOUCHER PROGRAM FOR THE FISCAL YEAR 2017 IN AN AMOUNT OF \$11,220.00

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

ROLL CALL:

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

The Resolution was approved 4-0-1.

2018-29 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH POLCARI & CO. TO PROVIDE FEE ACCOUNTING SERVICES FOR A PERIOD OF ONE (1) YEAR AT A COST NOT TO EXCEED \$35,000.00

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2018-30 RESOLUTION TO ADOPT NJ STATE DEPARTMENT OF
HUMAN SERVICES STANDARDIZED BOARD RESOLUTION
AND APPROVE THE 2018/2019 CONGREGATE HOUSING
SERVICES GRANT SUBMISSION**

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

8. ADJOURNMENT

MOTION: Commissioner Waters moved to adjourn.
Commissioner Watson seconded. There were no questions.

By unanimous acclamation, the meeting was
adjourned at 8:52 PM.

