

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON MAY 14, 2024 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:20PM by Chairperson Watson. The Open Public Meeting Act was read by the Secretary.

PRESENT:

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

ABSENT:

Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Mr. Ronald Hunt, Esq., Legal Counsel

2. OPEN DISCUSSION

Commissioner Shaw asked about check #41900 and #40800. Ms. Matozzi responded those were ACH checks. There are two checks and Ms. Matozzi said one of the checks was put into a fraudulent account and explained the process to rectify the situation.

Commissioner Harris asked about check #41300 for Procure Desk. Ms. Matozzi responded it's the new purchase order system that is electronic and there is a monthly fee for it.

Commissioner Watson asked about check #40900 for

Life Station. Mr. Gill responded it is for the monitors that the resident wear for emergency services.

Commissioner Harris asked about a check to Express Press Printing. Ms. Matozzi responded it was a bill to set up new tenant files.

3. ADJOURNMENT

Work Session was adjourned at 6:45 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON MAY 14, 2024 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, on the 14th day of May, 2024. Chairperson Wanda Watson called the meeting to order at 7:00 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 the Worrell Community Newspapers (EAST ORANGE RECORD) and NJ Advance Media (STAR-LEDGER) on Friday, December 29, 2023. This notice was e-mailed to the City Clerk Office and Public Information Office of the City of East Orange on Wednesday, January 3, 2024. This notice was posted at the Administrative Office and the Authority's two public housing developments and the EOHA website on Monday, January 8, 2024.

PRESENT:

Chairperson Wanda Watson
Commissioner W.G. Harris
Commissioner Beth Coleman
Commissioner Fred Shaw
Commissioner Walter Waters

ABSENT:

Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Project Manager
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Kim Golden, Property Manager
Ms. Tuesday Whitney, FSS Coordinator
Ms. Denise Milton, HCVP Manager
Ms. Donna Matozzi, Finance
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 May 14, 2024, for the purpose of acting upon:

- 2024-10 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF APRIL2024**
- 2024-11 RESOLUTION TO ADOPT NJ STATE DEPARTMENT OF HUMAN SERVICES STANDARDIZED BOARD RESOLUTION AND APPROVE THE 2024/2025 CONGREGATE HOUSING SERVICES GRANT SUBMISSION**
- 2024-12 RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT TO ANTONELLI KANTOR RIVERA FOR EMPLOYEE AND LABOR LEGAL SERVICES**
- 2024-13 RESOLUTION AUTHORIZING THE REINSTATEMENT OF HCV HOUSING ASSISTANCE OF SANDRA HOPKINS ('THE PARTICIPANT') OF 777 SPRINGDALE AVENUE, APT. 15A, EAST ORANGE, NJ 0701**
- 2024-14 RESOLUTION AUTHORIZING THE REINSTATEMENT OF THE HCV HOUSING ASSISTANCE OF BRENDA LEE ('THE PARTICIPANT') OF 70 SOUTH BURNETT STREET, APT. 6Q, EAST ORANGE, NJ 07018**
- 2024-15 RESOLUTION AUTHORIZING THE AMENDMENT OF THE ADMINISTRATIVE PLAN OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO CLARIFY THE INFORMAL**

**HEARING AND TERMINATION PROCESS FOR TERMINATION
OF HCV HOUSING ASSISTANCE AS ALLOWED BY 24 CFR
§982.555(F) AND 24 CFR 982.552(C) , 24 CFR
5.2005(C)**

**2024-16 RESOLUTION APPROVING CREATION OF A PART-TIME
POSITION OF HUMAN RESOURCE GENERALIST WITH A
SALARY RANGE OF \$50,000 - \$65,000 PER YEAR (PRO
RATA) , EFFECTIVE JUNE 1, 2024**

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 Wanda Watson
Commissioner W.G. Harris
Commissioner Beth Coleman
Commissioner Fred Shaw
Commissioner Walter Waters

ABSENT:

Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassem Jones, Project Manager
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Kim Golden, Property Manager
Ms. Tuesday Whitney, FSS Coordinator
Ms. Denise Milton, HCVP Manager
Mr. Ronald Hunt, Esq., Legal Counsel

2. **MINUTES**

MOTION: Commissioner Waters moved to approve the minutes of the previous meeting in April of 2024. Commissioner Harris seconded. There were no questions.

ROLL CALL:

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

The Resolution was approved 5-0-0.

3. **APPROVAL OF THE BILLS**

MOTION: Commissioner Waters moved to approve the payment of the bills. Commissioner Harris seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

4. VISITORS

April Wilson, asked about the pool table at Vista Village. Ms. Felicia Owens, Vista Village, responded that the pool table needed to be upgraded. They're waiting for it to be done. Mr. Gill responded by the end of the month there will be resolution on the issue.

Lashonda Colvin, talked about the property management people weren't maintaining the property and they randomly sold. (641 Central Avenue) All contact with them was shut off. All the tenants got eviction notices. She was eventually terminated from HCVP.

5. REPORTS

COMMITTEE REPORTS

REAL ESTATE DEVELOPMENT: There was no report.

FINANCE: There was a meeting.

BUILDINGS & GROUNDS: There was no report.

BY-LAWS & PROCUREMENT: There was no report.

PERSONNEL: There was a meeting.

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. Matozzi highlighted the financial report and answered questions from the Commissioners.

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

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

Ms. Golden highlighted her report and answered questions from the Commissioner.

Ms. Milton highlighted her report and answered questions from the Commissioner.

Ms. Whitney 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

2024-11 RESOLUTION TO ADOPT NJ STATE DEPARTMENT OF HUMAN SERVICES STANDARDIZED BOARD RESOLUTION AND APPROVE THE 2024/2025 CONGREGATE HOUSING SERVICES GRANT SUBMISSION

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

ROLL CALL:

Ayes: Shaw, Harris, Coleman, Watson, Watson.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

2024-12 RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT TO ANTONELLI KANTOR RIVERA FOR EMPLOYEE AND LABOR LEGAL SERVICES

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

ROLL CALL:

Ayes: Shaw, Coleman, Watson, Watson.

Nays: None.

Abstentions: Harris.

The Resolution was approved 4-0-1.

**2024-13 RESOLUTION AUTHORIZING THE REINSTATEMENT OF
HCV HOUSING ASSISTANCE OF SANDRA HOPKINS ('THE
PARTICIPANT') OF 777 SPRINGDALE AVENUE, APT.
15A, EAST ORANGE, NJ 07018**

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

ROLL CALL:

Ayes: Shaw, Coleman, Watson, Watson.

Nays: Harris.

Abstentions: None.

The Resolution was approved 4-1-0.

**2024-14 RESOLUTION AUTHORIZING THE REINSTATEMENT OF
THE HCV HOUSING ASSISTANCE OF BRENDA LEE ('THE
PARTICIPANT') OF 70 SOUTH BURNETT STREET, APT.
6Q, EAST ORANGE, NJ 07018**

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

ROLL CALL:

Ayes: Shaw, Harris, Coleman, Watson,

Watson.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

2024-15 RESOLUTION AUTHORIZING THE AMENDMENT OF THE ADMINISTRATIVE PLAN OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO CLARIFY THE INFORMAL HEARING AND TERMINATION PROCESS FOR TERMINATION OF HCV HOUSING ASSISTANCE AS ALLOWED BY 24 CFR §982.555(F) AND 24 CFR 982.552(C), 24 CFR 5.2005(C)

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

ROLL CALL:

Ayes: Shaw, Harris, Coleman, Watson, Watson.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

2024-16 RESOLUTION APPROVING CREATION OF A PART-TIME POSITION OF HUMAN RESOURCE GENERALIST WITH A SALARY RANGE OF \$50,000 - \$65,000 PER YEAR (PRO RATA), EFFECTIVE JUNE 1, 2024

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

ROLL CALL:

Ayes: Shaw, Harris, Coleman, Watson,
Watson.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

9. ADJOURNMENT

Commissioner Harris moved to adjourn.
Commissioner Coleman seconded. By unanimous
acclamation the meeting was adjourned at 9:16pm.