

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON DECEMBER 9, 2025 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 Shaw. The Open Public Meeting Act was read by the Secretary.

PRESENT:

Chairperson Fred Shaw
Vice-Chairperson W.G. Harris
Commissioner Beth Coleman
Commissioner Tahirah Muhammad
Commissioner Walter Waters
Commissioner Maria Moss
Commissioner Nicole Amos

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Asst. Property Manager
Ms. Renee Daniels, Acting Property Manager
Mr. Ronald Hunt, Esq., Legal Counsel

2. OPEN DISCUSSION

There was discussion about Commissioner Moss volunteering for the Strategic Planning Committee.

Commissioner Harris asked about an expense for transportation. Mr. Gill explained he took to be

serviced and it was kept overnight, so the expense is for his Uber back home.

Commissioner Harris asked about check #13788, documents mailed to the IRS. Mr. Gill explained there was an audit of some of the 1099s.

Commissioner Harris asked about work being done at Vista Village because there's another dumpster there. Mr. Gill explained that the dumpsters stay there on a monthly basis. The City uses the dumpsters to pick up trash.

Commissioner Harris asked about Genesis 1025. Mr. Gill responded they are credit card processing fees for Vista Village.

Commissioner Amos asked about the status of Amherst Street Phase 2. Mr. Gill said the EOHA must continue to apply for funding to get the project started.

Commissioner Amos asked for an update on Kimberly Golden being rehired. Mr. Gill explained there was a vacancy and she was hired as a part-time assistant.

Commissioner Amos asked about the training and development meeting. Mr. Gill said there was a lunch and learn session regarding the new employee handbook.

Commissioner Muhammad asked about the website for donations and who is in charge of it. Mr. Gill explained there is not a donation button on the website. That must be done through the non-profit.

There was discussion regarding the court tracking sheet and some of the specific cases.

3. ADJOURNMENT

Work Session was adjourned at 6:51 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON DECEMBER 9, 2025 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 9th day of December, 2025. Chairperson Shaw 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 December 12, 2024. This notice was emailed to the City Clerk Office and Public Information Office of the City of East Orange on December 29, 2024. This notice was posted at the Administrative Office and the Authority's two public housing developments and the EOHA website on December 29, 2024.

PRESENT:

Chairperson Fred Shaw
Vice-Chairman W.G. Harris
Commissioner Beth Coleman
Commissioner Taahirah Muhammad
Commissioner Maria Moss
Commissioner Walter Waters
Commissioner Nicole Amos

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Regional Project Manager (via video)
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Property Manager
Ms. Frendy DeLeon, Asst. Property Manager
Ms. Tuesday Whitney, FSS Manager
Ms. Denise Milton, HCVP Manager
Ms. Renee Daniels, Acting Property 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 9, 2025, for the purpose of acting upon:

- 2025-47 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF NOVEMBER 2025**
- 2025-48 RESOLUTION APPROVING THE MEETING DATES FOR THE 2026 CALENDAR YEAR OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE**
- 2025-49 RESOLUTION APPROVING HOLIDAY DATES FOR THE 2026 CALENDAR YEAR ON WHICH THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE WILL BE OFFICIALLY CLOSED**
- 2025-50 RESOLUTION APPOINTING WILBERT GILL AS THE QUALIFIED PURCHASING AGENT FOR THE EAST ORANGE HOUSING AUTHORITY AND TO SET THE BID THRESHOLD AT \$53,000**
- 2025-51 RESOLUTION APPOINTING DONNA MATOZZI AS ITS FUND COMMISSIONER FOR THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND FOR THE FUND YEAR ENDING DECEMBER 31, 2026**
- 2025-52 RESOLUTION DESIGNATING TUESDAY WHITNEY AS A PUBLIC AGENCY**

COMPLIANCE OFFICER (P.A.C.O.) FOR THE EAST
ORANGE HOUSING AUTHORITY FOR THE YEAR ENDING
DECEMBER 31, 2026

- 2025-53 RESOLUTION WRITING OFF RENTS OWNED BY FORMER
TENANTS DEEMED UNCOLLECTIBLE
- 2025-54 RESOLUTION AUTHORIZING THE ATTENDANCE OF
COMMISSIONER NICOLE AMOS AND COMMISSIONER MARIA
MOSS TO PHADA 2026 COMMISSIONERS' CONFERENCE IN
TAMPA, FL, JANUARY 4-7, 2026
- 2025-55 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE
POSITION OF CHAIRPERSON FOR THE BOARD OF
COMMISSIONERS FOR 2026
- 2025-56 RESOLUTION ELECTING COMMISSIONER AMOS FOR THE
POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF
COMMISSIONERS FOR 2026
- 2025-57 RESOLUTION ELECTING COMMISSIONER MUHAMMAD FOR
THE POSITION OF TREASURER FOR THE BOARD OF
COMMISSIONERS FOR 2026

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-Chairman W.G. Harris
Commissioner Beth Coleman
Commissioner Taahirah Muhammad
Commissioner Maria Moss
Commissioner Walter Waters
Commissioner Nicole Amos

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Regional Project Manager (via video)
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Property Manager
Ms. Frendy DeLeon, Asst. Property Manager
Ms. Tuesday Whitney, FSS Manager
Ms. Denise Milton, HCVP Manager
Ms. Renee Daniels, Acting Property Manager
Mr. Ronald Hunt, Esq., Legal Counsel

2. MINUTES

MOTION: Commissioner Waters moved to approve the minutes of the previous meeting. Commissioner Muhammad seconded. There were no questions.

Commissioner Harris made a correction in the Work Session minutes that he was marked as "excused" when he was present at the meeting.

The Open Session minutes should reflect there was a committee formed with Commissioners Muhammad and Moss,

with Denise Milton, for the purposes of reviewing suggestions from the board retreat.

ROLL CALL:

Ayes: Amos, Muhammad, Coleman, Moss, Waters, Harris, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

3. APPROVAL OF THE BILLS

MOTION: Commissioner Harris to approve the payment of the bills for November of 2025. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Amos, Muhammad, Coleman, Moss, Waters, Harris, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

4. VISITORS

Ms. Trena Anthony, apt. 416, complained that the floor in her living room is coming up.

Diana Huff, apt. 211, complained that ants are coming into her apartment behind the mirror in the bathroom.

Amina Afmed, apt. 202, said the grounds around the building were not treated before constructing the building.

Erica Hays, apt. 408, said she has a more severe problem with ants in the building because they are in her food.

Quinton Harris, complained about the quality of the pool table.

Carl Curry, apt. 401, suggested that there should be more cameras needed on the property for security reasons. There are too many dead zones.

Michelle Chestnut, apt. 210, said she has a problem with noise control with the tenant that lives upstairs directly over her. She also complained about the fire department and the building security doing drills where they are not checking on the tenants.

There was discussion regarding a baby not being taken care of in the building.

5. REPORTS

COMMITTEE REPORTS

LEGAL REPORT (Board Attorneys)

There was no report.

EXECUTIVE DIRECTOR

Mr. Gill highlighted his report, covered information regarding the Committee Reports and answered questions from the Commissioners.

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

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

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

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

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

Ms. Daniels 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

**2025-48 RESOLUTION APPROVING THE MEETING DATES FOR THE
2026 CALENDAR YEAR OF THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE
CITY OF EAST ORANGE**

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

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

**2025-49 RESOLUTION APPROVING HOLIDAY DATES FOR THE 2026
CALENDAR YEAR ON WHICH THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE WILL BE OFFICIALLY
CLOSED**

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

Commissioner Amos reminded the Commissioners that President Trump may cancel the MLK and Juneteenth holidays.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

2025-50 RESOLUTION APPOINTING WILBERT GILL AS THE QUALIFIED PURCHASING AGENT FOR THE EAST ORANGE HOUSING AUTHORITY AND TO SET THE BID THRESHOLD AT \$53,000

Commissioner Harris moved to approve the resolution. Commissioner Amos seconded.

Commissioner Muhammad asked how much is the bid threshold currently. Mr. Gill responded that the threshold is set by the State and it could change every year.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad, Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

2025-51 RESOLUTION APPOINTING DONNA MATOZZI AS ITS FUND COMMISSIONER FOR THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND FOR THE FUND YEAR ENDING DECEMBER 31, 2026

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

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad, Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

**2025-52 RESOLUTION DESIGNATING TUESDAY WHITNEY AS A
PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.) FOR
THE EAST ORANGE HOUSING AUTHORITY FOR THE YEAR
ENDING DECEMBER 31, 2026**

Commissioner Amos moved to approve the resolution. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

**2025-53 RESOLUTION WRITING OFF RENTS OWED BY FORMER
TENANTS DEEMED UNCOLLECTIBLE**

Commissioner Harris moved to approve the resolution. Commissioner Waters seconded.

Chairman Shaw requested that the amounts be included in the Resolution.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

**2025-54 RESOLUTION AUTHORIZING THE ATTENDANCE OF
COMMISSIONER NICOLE AMOS AND COMMISSIONER MARIA
MOSS TO PHADA 2026 COMMISSIONERS' CONFERENCE IN
TAMPA, FL, JANUARY 4-7, 2026**

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

Commissioner Muhammad was added to the Resolution.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

NOMINATIONS FOR EAST ORANGE HOUSING CHAIRMAN:

Mr. Hunt asked for nominations for Chairman, Vice-Chair and Treasurer of the East Orange Housing Authority.

Commissioner Waters nominated Commissioner Shaw for Chairman of the East Orange Housing Authority. Commissioner Muhammad seconded. There were no other nominations.

Commissioner Waters moved to close the nominations for Chairman. Commissioner Harris seconded.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.
Nays: None.
Abstentions: None.

The nominations for Chairman were closed by a vote of 7-0-0.

2025-55 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2026

Commissioner Amos moved to approve the resolution. Commissioner Muhammad seconded. There were no questions.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.
Nays: None.
Abstentions: None.

The Resolution was approved 7-0-0.

NOMINATIONS FOR EAST ORANGE HOUSING VICE-CHAIRMAN:

Commissioner Muhammad nominated Commissioner Amos for Vice-Chair of the East Orange Housing Authority. Commissioner Waters seconded. There were no other nominations.

Commissioner Moss moved to close the nominations for Vice-Chair. Commissioner Muhammad seconded.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.
Nays: None.
Abstentions: None.

The nominations for Vice-Chairman were closed by a vote of 7-0-0.

2025-56 RESOLUTION ELECTING COMMISSIONER AMOS FOR THE POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2026

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

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.
Nays: None.
Abstentions: None.

The Resolution was approved 7-0-0.

NOMINATIONS FOR EAST ORANGE HOUSING TREASURER:

Commissioner Moss nominated Commissioner Muhammad for Treasurer of the East Orange Housing Authority. Commissioner Waters seconded. There were no other nominations.

Commissioner Waters moved to close the nominations for Treasurer. Commissioner Muhammad seconded.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The nominations for Treasurer were closed by a vote of 7-0-0.

2025-57 RESOLUTION ELECTING COMMISSIONER MUHAMMAD FOR THE POSITION OF TREASURER FOR THE BOARD OF COMMISSIONERS FOR 2026

Commissioner Waters moved to approve the resolution. Commissioner Amos seconded. There were no questions.

ROLL CALL:

Ayes: Amos, Coleman, Harris, Muhammad,
Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

9. ADJOURNMENT

Commissioner Waters moved to adjourn. Commissioner Muhammad seconded. By unanimous acclamation the meeting was adjourned at 8:37pm.