

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON NOVEMBER 12, 2019 AT 7 GLENWOOD STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:45 PM by Chairperson Harris. The Open Public Meeting Act was read by the Recording Secretary.

PRESENT:

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

ABSENT:

Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britton, Manager of Real Estate Dev.
Mr. Dennis Hickerson-Breedon, Esq., Legal Counsel

2. OPEN DISCUSSION

There was discussion regarding the lottery system and waiting list for tenancy. Ms. Coley stated the only preference for the list is for East Orange residents. There was further discussion on eligibility requirements.

3. ADJOURNMENT

Work Session adjourned at 6:59PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON NOVEMBER 12, 2019 AT 7 GLENWOOD AVENUE, EAST ORANGE, NEW JERSEY.

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting at 7 Glenwood Avenue, East Orange, New Jersey, on the 12th day of November, 2019, the place, date and hour duly established for the holding of such meeting. Chairperson W.G. Harris 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 December 11, 2018. The notice was e-mailed and faxed to the City Clerk Office on December 24, 2018 and Public Information Office of the City of East Orange on December 26, 2018. The notice was posted at the administrative office and the Authority's two public housing developments on December 24, 2018.

PRESENT:

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

ABSENT:

Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britton, Manager of Real Estate Dev.
Ms. Hickerson-Breedon, 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 Tuesday, November 12, 2019, at 7:00 p.m. At 7 Glenwood Avenue, East Orange, New Jersey for the purpose of acting upon:

2019-39 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF OCTOBER 2019

2019-40 RESOLUTION AUTHORIZING THE OPENING AND CLOSING DATES OF THE WAITING LIST FOR THE HOUSING CHOICE VOUCHER PROGRAM (HCVP) (FORMALLY KNOWN AS SECTION 8)

2019-41 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO OPEN THE WAITING LIST AND ACCEPT APPLICATIONS FOR ONE (1) BEDROOM ELDERLY/DISABLED UNITS (APARTMENTS) AT CONCORD TOWERS

2019-42 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO OPEN THE WAITING LIST AND ACCEPT APPLICATIONS FOR ZERO (0) AND ONE (1) BEDROOM ELDERLY/DISABLED UNITS (APARTMENTS) AT VISTA VILLAGE

2019-43 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE ANNUAL AUTO COMMERCIAL INSURANCE COVERAGE WITH HOUSING AUTHORITY INSURANCE GROUP (HAI GROUP)

2019-44 RESOLUTION EXTENDING A GENERAL LEGAL SERVICES CONTRACT WITH HUNT, HAMLIN & RIDLEY FOR A PERIOD NOT TO EXCEED 90 DAYS

- 2019-45 RESOLUTION APPROVING THE MEETING DATES FOR THE 2020 CALENDAR YEAR OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE
- 2019-46 RESOLUTION APPROVING HOLIDAY DATES FOR THE 2020 CALENDAR YEAR ON WHICH THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE WILL BE OFFICIALLY CLOSED
- 2019-47 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO HOLD ITS ANNUAL END OF THE YEAR MEETING AND ALL RELATED EXPENDITURES AND ACTIVITIES
- 2019-48 RESOLUTION AUTHORIZING COLLABORATING WITH EAST ORANGE HOUSING CDC, SERRA HOUSE AND POUND LIVING FOR THE HOLIDAY TOY DRIVE
- 2019-49 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF THE EAST ORANGE HOUSING AUTHORITY TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE DISPOSITION OF THREE VACANT LOTS AND DEMOLITION/DISPOSITION OF ONE LOT (THE PROPERTIES) FOR THE HALSTED STREET DEVELOPMENT

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

ABSENT:

Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britton, Manager of Real Estate Dev.
Ms. Hickerson-Breedon, Esq., Legal Counsel

2. **MINUTES**

MOTION: Commissioner Waters moved to approve the minutes of the previous meeting in October of 2019. Commissioner Watson seconded. There were no questions.

ROLL CALL:

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

The Resolution was approved 5-0-0.

3. **APPROVAL OF THE BILLS**

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

Chairman Harris asked about check #1275 in the PTGH Renewal spreadsheet. Mr. Gill responded it's the owners fee for asset management.

Chairman Harris asked about check #9914 for a late charge. Ms. Coley responded the EOHA orders online sometimes and a payment may have been missed.

Commissioner Watson asked about check #9942. Mr. Gill responded it is for a commercial freezer.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

4. VISITORS

Mr. Giampolo's firm performed the audit and he gave a synopsis for the Commissioners.

5. REPORTS

COMMITTEE REPORTS

REAL ESTATE DEVELOPMENT: There was no report.

FINANCE: There was no report.

BUILDINGS & GROUNDS: There was no report.

BY-LAWS & PROCUREMENT: There was no report.

PERSONNEL: Report will be held for Executive Session.

NON-PROFIT COMMITTEE: Report will be held for Executive Session.

EOHCDC BOARD OF DIRECTORS: There was no report.

LEGAL REPORT (Board Attorneys)

There was no report.

EXECUTIVE DIRECTOR

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

6. OLD BUSINESS

Chairman Harris asked about the court tracking sheet. Mr. Hickerson-Breedon summarized the cases for the Commissioners. There was further discussion regarding qualifications for tenancy and termination of leases.

7. NEW BUSINESS

There was no New Business.

8. RESOLUTIONS

2019-40 RESOLUTION AUTHORIZING THE OPENING AND CLOSING DATES OF THE WAITING LIST FOR THE HOUSING CHOICE VOUCHER PROGRAM (HCVP) (FORMALLY KNOWN

AS SECTION 8)

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2019-41 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO OPEN THE WAITING LIST AND ACCEPT
APPLICATIONS FOR ONE (1) BEDROOM
ELDERLY/DISABLED UNITS (APARTMENTS) AT CONCORD
TOWERS**

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2019-42 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO OPEN THE WAITING LIST AND ACCEPT
APPLICATIONS FOR ZERO (0) AND ONE (1) BEDROOM
ELDERLY/DISABLED UNITS (APARTMENTS) AT VISTA
VILLAGE**

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2019-43 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO RENEW THE ANNUAL AUTO COMMERCIAL INSURANCE
COVERAGE WITH HOUSING AUTHORITY INSURANCE GROUP
(HAI GROUP)**

Commissioner Waters moved to approve.

Commissioner Chatman seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2019-44 RESOLUTION EXTENDING A GENERAL LEGAL SERVICES
CONTRACT WITH HUNT, HAMLIN & RIDLEY FOR A
PERIOD NOT TO EXCEED 90 DAYS**

Commissioner Chatman moved to approve.

Commissioner Waters seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2019-45 RESOLUTION APPROVING THE MEETING DATES FOR THE
2020 CALENDAR YEAR OF THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE
CITY OF EAST ORANGE**

Commissioner Waters moved to approve.
Commissioner Shaw seconded.

The resolution was amended to exclude the August
2020 meeting.

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2019-46 RESOLUTION APPROVING HOLIDAY DATES FOR THE
2020 CALENDAR YEAR ON WHICH THE HOUSING
AUTHORITY OF THE CITY OF EAST ORANGE WILL BE
OFFICIALLY CLOSED**

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2019-47 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE TO HOLD ITS ANNUAL END
OF THE YEAR MEETING AND ALL RELATED
EXPENDITURES AND ACTIVITIES**

Commissioner Waters moved to approve.

Commissioner Shaw seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Chatman, Shaw, Harris.

Nays: None.

Abstentions: Watson.

The Resolution was approved 4-0-1.

2019-48 RESOLUTION AUTHORIZING COLLABORATING WITH EAST ORANGE HOUSING CDC, SERRA HOUSE AND POUND LIVING FOR THE HOLIDAY TOY DRIVE

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

2019-49 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF THE EAST ORANGE HOUSING AUTHORITY TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE DISPOSITION OF THREE VACANT LOTS AND DEMOLITION/DISPOSITION OF ONE LOT (THE PROPERTIES) FOR THE HALSTED STREET DEVELOPMENT

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

9. ADJOURNMENT

MOTION: Commissioner Chatman moved to adjourn. Commissioner Waters seconded. There were no questions. By unanimous acclamation, the meeting was adjourned at 8:47 PM.