

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, ON APRIL 10, 2018 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:15 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 Walter Waters
Commissioner Wanda Watson

ABSENT:

Commissioner Keely Freeman
Commissioner Cassandra Chatman
Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Dir. Of Operations
Ms. Yadira Duran, Esq., Legal Counsel
Mr. Dennis Hickerson, Esq., Legal Counsel

2. OPEN DISCUSSION

There was discussion regarding RAD renovations. Commissioner Harris asked about meeting deadlines. Mr. Gill responded that the first deadline is May 31st for \$298,000. There is a contractor to do most of the work.

Chairman Shaw asked about payments to Reno & Cavanaugh. Mr. Gill responded that they are the best attorneys to call for HUD related questions.

Commissioner Watson asked about check #8265. Mr. Gill responded it was regarding the last storm where a branch fell on a tenant's car and it was damaged.

Commissioner Brown asked about check #8291 for Eaton Place, ACM Survey. Mr. Gill responded it is the survey for asbestos. The buildings will be demolished. There was discussion regarding using bonds for funding.

3. ADJOURNMENT

Work Session adjourned at 6:59 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON APRIL 10, 2018 AT 210 NORTH GROVE 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 210 North G160 Halsted Street, East Orange, New Jersey, on the 10th day of April, 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 Walter Lewis Waters
Commissioner Keely Freeman (arrived at 7:14 PM)
Commissioner Joshua Brown
Commissioner Wanda Watson

ABSENT:

Commissioner Cassandra Chatman (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Dir. Of Operations
Ms. Kassema Jones, Project Manager
Mr. Dennis Hickerson, Esq., Legal Counsel
Ms. Yadira Duran, Esq., Legal Counsel
Mr. William Jones, Consultant (arrived 7:05 PM)

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, April 10, 2018, at 7:00 p.m. at 160 Halsted Street, East Orange, New Jersey for the purpose of acting upon:

2018-13 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF MARCH 2018

2018-14 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF MARCH 2018

2018-15 RESOLUTION APPROVING AND ADOPTING AN EAST ORANGE HOUSING AUTHORITY VOLUNTEER POLICY

2018-16 RESOLUTION APPROVING CREATION OF A FULL-TIME, EXEMPT STAFF POSITION OF DEVELOPMENT PROJECT MANAGER WITH A SALARY RANGE OF \$75,000 - \$85,000 PER YEAR, EFFECTIVE MAY 1, 2018

2018-17 RESOLUTION AUTHORIZING THE ALLOCATION OF \$750,000 IN HCV UNRESTRICTED FUNDS FOR THE DEVELOPMENT OF THE EATON PLACE SINGLE FAMILY PROJECT AS APPROVED BY HUD LETTER DATED MARCH 23, 2016

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 Walter Lewis Waters
Commissioner Keely Freeman (arrived at 7:14 PM)
Commissioner Joshua Brown
Commissioner Wanda Watson

ABSENT:

Commissioner Cassandra Chatman (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Dir. Of Operations
Ms. Kassem Jones, Project Manager
Mr. Dennis Hickerson, Esq., Legal Counsel
Ms. Yadira Duran, Esq., Legal Counsel
Mr. William Jones, Consultant (arrived 7:05 PM)

2. **MINUTES**

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

ROLL CALL:

Ayes: Brown, Waters, Watson, Harris, Shaw.
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 bills. Commissioner Harris seconded. There were no questions.

ROLL CALL:

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

The resolution was approved 5-0-0.

4. VISITORS

Natasha White, 210 N. Grove Street. Ms. White stated she has a problem with the manager. She spoke with Mr. Gill regarding moving to a new location. She complained about being bitten by bedbugs.

(Mr. Jones arrived at 7:10PM. Commissioner Freeman arrived at 7:14PM)

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: Commissioner Waters stated there was a meeting regarding staff changes,

development management and the inspectors. There was discussion regarding the volunteer policy. The gala was extravagant and a profit was made.

NON-PROFIT COMMITTEE: There was no report.

EXECUTIVE DIRECTOR

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

LEGAL REPORT (Board Attorneys)

There was no report.

6. OLD BUSINESS

There was no Old Business.

7. NEW BUSINESS

Mr. Gill stated the May meeting will have to be rescheduled because of the New Orleans meeting. A better date would be the 15th of May.

Mr. Gill stated the personal financial disclosure form should have been received by the Commissioners, via mail. It should be completed as soon as possible.

8. RESOLUTIONS

2018-15 RESOLUTION APPROVING AND ADOPTING AN EAST ORANGE HOUSING AUTHORITY VOLUNTEER POLICY

Commissioner Harris moved to approve.
Commissioner Waters seconded.

Mr. Gill explained the program. Commissioner Freeman asked if background checks are made on volunteers. Mr. Gill responded yes, there are background checks.

ROLL CALL:

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

The resolution was approved 6-0-0.

2018-16 RESOLUTION APPROVING CREATION OF A FULL-TIME, EXEMPT STAFF POSITION OF DEVELOPMENT PROJECT MANAGER WITH A SALARY RANGE OF \$75,000 - \$85,000 PER YEAR, EFFECTIVE MAY 1, 2018

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

Commissioner Brown asked if the person is part of the CDC or is a separate entity being brought on. Mr. Gill explained the person will be an employee of the Housing Authority and will be doing some work for the non-profit. There was further discussion regarding the qualifications and

responsibilities of the position.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The resolution was approved 6-0-0.

**2018-17 RESOLUTION AUTHORIZING THE ALLOCATION OF
\$750,000 IN HCV UNRESTRICTED FUNDS FOR THE
DEVELOPMENT OF THE EATON PLACE SINGLE FAMILY
PROJECT AS APPROVED BY HUD LETTER DATED
MARCH 23, 2016**

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The resolution was approved 6-0-0.

9. ADJOURNMENT

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

By unanimous acclamation, the meeting was
adjourned at 8:21 PM.

