

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON DECEMBER 12, 2023 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:05pm by Chairperson Shaw. The Open Public Meeting Act was read by the Secretary.

PRESENT:

Chairperson Fred Shaw
Commissioner Nicole Amos
Commissioner Abel Rumph
Commissioner Wanda Watson
Commissioner Walter Waters
Commissioner Beth Coleman

ABSENT:

Vice-Chairman W.G. Harris

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Mr. Obinna Moneme, Esq., Legal Counsel

2. OPEN DISCUSSION

Commissioner asked about the plan for the water softener. Mr. Gill responded the treatment is done about every two months.

Commissioner Rumph asked about back owed rent that was written off. Mr. Gill explained the process. Mr. Moneme explained the legal process.

Commissioner asked about check #1092 for management fees. Mr. Gill explained that certain buildings are owned by an LLC so there is a

management contract in place.

Commissioner Shaw asked about 122 North Walnut. Mr. Gill gave an update on how the vouchers are being negotiated.

Commissioner Harris asked about cleaning services for the ribbon cutting. Mr. Gill explained that it was for cleaning the floors, which needed to be done anyway.

Commissioner Harris asked about the bill for U.S. Housing Consulting. Mr. Gill explained that they certified all the tax credit files. A third party must do the certification.

Mr. Moneme explained the status of some of the legal cases and the process in court.

3. ADJOURNMENT

Work Session was adjourned at 6:51pm.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON DECEMBER 12, 2023 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 12th day of December, 2023. Chairperson Frederick 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 January 3, 2023. This notice was e-mailed to the City Clerk Office and Public Information Office of the City of East Orange on January 6, 2023. This notice was posted at the Administrative Office and the Authority's two public housing developments and the EOHA website on January 6, 2023.

PRESENT:

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

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Project Manager
Ms. Kim Golden, Property Manager
Ms. Tuesday Whitney, FSS Coordinator
Mr. Obinna Moneme, 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 12, 2023, via conference call, for the purpose of acting upon:

- 2023-32 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF NOVEMBER 2023**
- 2023-33 RESOLUTION APPROVING THE MEETING DATES FOR THE 2024 CALENDAR YEAR OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE**
- 2023-34 RESOLUTION APPROVING HOLIDAY DATES FOR THE 2024 CALENDAR YEAR ON WHICH THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE WILL BE OFFICIALLY CLOSED**
- 2023-35 RESOLUTION APPOINTING WILBERT GILL AS THE QUALIFIED PURCHASING AGENT FOR THE EAST ORANGE HOUSING AUTHORITY AND TO SET THE BID THRESHOLD AT \$44,000**
- 2023-36 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, 2024**
- 2023-37 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, 2024

- 2023-38 RESOLUTION AUTHORIZING THE AMENDMENT OF THE ADMINISTRATIVE PLAN OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ESTABLISH THE 2024 HCV PAYMENT STANDARD AT 110% OF HUD'S 2024 FAIR MARKER RENTS (FMR) FOR THE ESSEX COUNTY, NJ AREA
- 2023-39 RESOLUTION AUTHORIZING PAYMENT OF 2023 DISCRETIONARY PAYMENT TO STAFF IN AN AMOUNT NOT TO EXCEED \$37,500 IN AGGREGATE, NET OF PAYROLL TAXES
- 2023-40 RESOLUTION WRITING OFF RENTS OWNED BY FORMER TENANTS DEEMED UNCOLLECTIBLE
- 2023-41 RESOLUTION ELECTING COMMISSIONER WATSON FOR THE POSITION OF CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2024
- 2023-42 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2024
- 2023-43 RESOLUTION ELECTING COMMISSIONER HARRIS FOR THE POSITION OF TREASURER FOR THE BOARD OF COMMISSIONERS FOR 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 Fred Shaw
Vice-Chairman W.G. Harris
Commissioner Walter Waters
Commissioner Nicole Amos
Commissioner Beth Coleman
Commissioner Wanda Watson
Commissioner Abel Rumph

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassem Jones, Project Manager
Ms. Kim Golden, Property Manager
Ms. Tuesday Whitney, FSS Coordinator
Mr. Obinna Moneme, Esq., Legal Counsel

2. **MINUTES**

MOTION: Commissioner Harris moved to approve the minutes of the previous meeting in November of 2023. Commissioner Waters seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Motion was approved 7-0-0.

3. APPROVAL OF THE BILLS

MOTION: Commissioner Waters moved to approve the payment of the bills for November, 2023.
Commissioner Amos seconded. There were no questions.

ROLL CALL:

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

The Resolution was approved 7-0-0.

4. VISITORS

There were no visitors.

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: There was no report.

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. Jones 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

2023-33 RESOLUTION APPROVING THE MEETING DATES FOR THE 2024 CALENDAR YEAR OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

2023-34 RESOLUTION APPROVING HOLIDAY DATES FOR THE 2024 CALENDAR YEAR ON WHICH THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE WILL BE OFFICIALLY CLOSED

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

ROLL CALL:

Ayes: Shaw, Coleman, Rumph, Watson, Waters, Amos.

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

2023-35 RESOLUTION APPOINTING WILBERT GILL AS THE QUALIFIED PURCHASING AGENT FOR THE EAST ORANGE HOUSING AUTHORITY AND TO SET THE BID THRESHOLD AT \$44,000

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

**2023-36 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, 2024**

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

**2023-37 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, 2024**

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

2023-38 RESOLUTION AUTHORIZING THE AMENDMENT OF THE ADMINISTRATIVE PLAN OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ESTABLISH THE 2024 HCV PAYMENT STANDARD AT 110% OF HUD'S 2024 FAIR MARKER RENTS (FMR) FOR THE ESSEX COUNTY, NJ AREA

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

ROLL CALL:

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

The Resolution was approved 7-0-0.

2023-39 RESOLUTION AUTHORIZING PAYMENT OF 2023 DISCRETIONARY PAYMENT TO STAFF IN AN AMOUNT NOT TO EXCEED \$37,500 IN AGGREGATE, NET OF PAYROLL TAXES

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

ROLL CALL:

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

The Resolution was approved 7-0-0.

**2023-40 RESOLUTION WRITING OFF RENTS OWNED BY FORMER
TENANTS DEEMED UNCOLLECTIBLE**

Commissioner Amos moved to approve.
Commissioner Rumph seconded. There were no
questions.

ROLL CALL:

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

The Resolution was approved 7-0-0.

NOMINATIONS FOR CHAIRPERSON

Chairperson Shaw nominated Commissioner Watson for
Chairperson of the Board of Commissioners for 2024.
Commissioner Amos seconded. There were no further
nominations.

Commissioner Waters moved to close the nominations
for Chairperson. Commissioner Harris seconded. By
unanimous acclamation the nominations were closed.

**2023-41 RESOLUTION ELECTING COMMISSIONER WATSON FOR
THE POSITION OF CHAIRPERSON FOR THE BOARD OF
COMMISSIONERS FOR 2024**

Commissioner Amos moved to approve.
Commissioner Rumph seconded. There were no
questions.

ROLL CALL:

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

Amos.
Nays: None.
Abstentions: None.

The Resolution was approved 7-0-0.

NOMINATIONS FOR VICE-CHAIRPERSON

Commissioner Harris nominated Chairperson Shaw for Vice-Chairperson of the Board of Commissioners for 2024. Commissioner Rumph seconded. There were no further nominations.

Commissioner Harris moved to close the nominations for Vice-Chairperson. Commissioner Amos seconded. By unanimous acclamation the nominations were closed.

2023-42 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2024

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

ROLL CALL:

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

The Resolution was approved 7-0-0.

NOMINATIONS FOR TREASURER

Commissioner Waters nominated Commissioner Harris for Treasurer of the Board of Commissioners for 2024.

Commissioner Watson seconded. There were no further nominations.

Commissioner Harris moved to close the nominations for Chairperson. Commissioner Amos seconded. By unanimous acclamation the nominations were closed.

2023-43 RESOLUTION ELECTING COMMISSIONER HARRIS FOR THE POSITION OF TREASURER FOR THE BOARD OF COMMISSIONERS FOR 2024

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 7-0-0.

9. ADJOURNMENT

Commissioner Waters moved to adjourn. Commissioner Harris seconded. By unanimous acclamation the meeting was adjourned at 8:09pm.