

**MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JULY 10, 2018 AT 70 SOUTH BURNETT STREET, EAST ORANGE, NEW JERSEY.**

**1. OPEN PUBLIC MEETING ACT & ROLL CALL**

The meeting was called to order at 7:40 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 Wanda Watson  
Commissioner Cassandra Chatman  
Commissioner Walter Waters

**ABSENT:**

Commissioner Joshua Brown

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Yadira Duran, Esq., Legal Counsel

**2. OPEN DISCUSSION**

Commissioner Harris asked about check #8579. Mr. Gill responded it is for consulting services, recertification and tax credit for RAD. The firm also provided training for the staff.

Commissioner Harris asked about check #8566 for \$15,000. Mr. Gill responded it is for asset management services, paid over to the non-profit.

Commissioner Harris asked about check #8596 regarding the relocation project. Mr. Gill responded it is approved. Commissioner Watson

asked about the deposit relative to the resolution on the agenda tonight. She wanted to know how they were different. Mr. Gill explained the resolution is ratification of the action.

Commissioner Shaw asked Mr. Gill to go over equal pay. Mr. Gill explained it went into effect July 1<sup>st</sup>. He explained how it works.

### **3. ADJOURNMENT**

Work Session adjourned at 6:59 PM.

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JULY 10, 2018 AT 70 SOUTH BURNETT 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 70 South Burnett Street, East Orange, New Jersey, on the 10<sup>th</sup> day of July 10, 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 Wanda Watson  
Commissioner Cassandra Chatman  
Commissioner Walter Lewis Waters

**ABSENT:**

Commissioner Joshua Brown

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Yadira Duran, Esq., Legal Counsel  
Mr. William Jones, Consultant (arrived 7:10 PM)  
Mr. Justin Brown, Mayor's Liaison

**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, July 10, 2018, at 7:00 p.m. at 70 South Burnett Street, East Orange, New Jersey for the purpose of acting upon:

**2018-32 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF JUNE 2018**

**2018-33 RESOLUTION AUTHORIZING MARIA PICHARDO, KASSEMA JONES AND DENISE MILTON FOR ATTENDING MRI INTERNATIONAL USERS CONFERENCE 2018 IN ATLANTA, GA, OCTOBER 14-17, 2018**

**2018-34 RESOLUTION AUTHORIZING THE CLOSING OF THE ADMINISTRATIVE OFFICES OF THE EAST ORANGE HOUSING AUTHORITY (THE HOUSING AUTHORITY) TO THE PUBLIC FROM MONDAY, JULY 23, 2018 THROUGH FRIDAY, JULY 27, 2018 FOR THE PURPOSE OF RELOCATING TO ITS TEMPORARY LOCATION AT 7 GLENWOOD AVENUE, SUITE 304A, EAST ORANGE, NJ**

**2018-35 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE ANNUAL COMMERCIAL LIABILITY INSURANCE COVERAGE WITH HOUSING AUTHORITY INSURANCE GROUP (HAI GROUP)**

**2018-36 RESOLUTION RATIFYING THE EXECUTIVE DIRECTOR TO RENEW A PROPERTY MANAGEMENT AGREEMENT FOR THE TEMPORARY MANAGEMENT OF THE PTGH-EO URBAN RENEWAL, LLC PROPERTIES FOR A PERIOD OF 6 MONTHS**

**2018-37 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH FCC CONSULTING**

SERVICES TO RELOCATE ALL COMPUTERS AND RELATED TECHNOLOGY EQUIPMENTS FROM 160 HALSTED STREET TO THE TEMPORARY LOCATIONS AT 7 GLENWOOD AVENUE, SUITE 304A, EAST ORANGE, NJ

2018-38 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH NELSON WESTERBERG TO MOVE ALL FURNITURE, FILE CABINETS, FILES AND RELATED CONTENTS TO BOTH 7 GLENWOOD AVENUE, SUITE 304A, EAST ORANGE, NJ AND TO THE STORAGE UNIT AT 37 OAKWOOD AVENUE, ORANGE, NJ

2018-39 RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE AUTHORIZING THE DELAY OF THE CONCORD TOWERS RAD CONVERSION FOR SUBMISSION OF A 9% TAX CREDIT TAX APPLICATION ON JULY 24, 2018

2018-40 RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE AUTHORIZING EXECUTION OF A MEMORANDUM OF UNDERSTANDING FOR PROVISION OF SOCIAL SERVICES FOR THE CONCORD TOWERS 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 Fred Shaw  
Vice-Chairperson W.G. Harris  
Commissioner Wanda Watson  
Commissioner Cassandra Chatman  
Commissioner Walter Lewis Waters

**ABSENT:**

Commissioner Joshua Brown

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Kassem Jones, Project Manager  
Ms. Yadira Duran, Esq., Legal Counsel  
Mr. William Jones, Consultant (arrived 7:10 PM)  
Mr. Justin Brown, Mayor's Liaison

2. **MINUTES**

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

ROLL CALL:

Ayes: Waters, Watson, Harris, Chatman, 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 Chatman

seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**4. VISITORS**

**Jennifer Hunter** asked about the smoking ban and why do you now have to go off the premises to smoke, why can't there be a designated area to smoke. Chairman Shaw responded that is a HUD rule.

**Ms. Hunter** asked about the bus and what it is used for. One time it was used to store tools and it smelled like gas, and the bus could not be used to go to the movies.

**Johnnie Mae Goode**, asked about getting help for the staff. They have too many jobs to do at one time and nothing gets done well.

**Valerie Cox**, asked about locks being put on the trash disposal.

**Ms. Gregory** asked about getting a computer room. Mr. Gill responded there was not a great demand for the computer room.

**Aaron Miller** asked about the flies, mosquitoes and gnats, especially in the booth. They must be taken care of.

## 5. EXECUTIVE SESSION

The following statement was read prior to Executive Session...

BE IT HEREBY RESOLVED that, pursuant to Chapter 231, P.L., 1975 of the laws of the State of New Jersey, the "Open Public Meeting Act", the East Orange Housing Authority meets in closed session for the purpose of matters of confidentiality and attorney/client privilege. It is expected that the matters discussed in this closed session can be made public at the time that the need for confidentiality no longer exists.

Commissioner Waters moved to go into Executive Session to discuss confidential personnel, contract and litigation issues. Commissioner Harris seconded. There were no questions.

### ROLL CALL:

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

The motion carried 5-0-0.

The Commissioners went into Executive Session at 7:40 PM.

**MOTION:** Commissioner Chatman moved to return to open session, after discussing personnel and litigation matters. Commissioner Waters seconded. There were no questions.

### ROLL CALL:

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



The motion carried 5-0-0. The Commissioners returned to Open Session at 8:32 pm.

## **6. 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:** Chairman Shaw stated there was a meeting and mentioned what was discussed.

**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.

## **7. OLD BUSINESS**

There was no Old Business. Chairman Shaw left the meeting at 8:40p.m.

**8. NEW BUSINESS**

There was no New Business.

**9. RESOLUTIONS**

**2018-33 RESOLUTION AUTHORIZING MARIA PICHARDO, KASSEMA JONES AND DENISE MILTON FOR ATTENDING MRI INTERNATIONAL USERS CONFERENCE 2018 IN ATLANTA, GA, OCTOBER 14-17, 2018**

Commissioner Waters moved to approve.  
Commissioner Chatman seconded.

Commissioner Watson asked for clarification. Mr. Gill responded MRI bought TENMAST and it will be about the changes to the software.

**ROLL CALL:**

Ayes: Waters, Chatman, Watson, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2018-34 RESOLUTION AUTHORIZING THE CLOSING OF THE ADMINISTRATIVE OFFICES OF THE EAST ORANGE HOUSING AUTHORITY (THE HOUSING AUTHORITY) TO THE PUBLIC FROM MONDAY, JULY 23, 2018 THROUGH FRIDAY, JULY 27, 2018 FOR THE PURPOSE OF RELOCATING TO ITS TEMPORARY LOCATION AT 7 GLENWOOD AVENUE, SUITE 304A, EAST ORANGE, NJ**

Commissioner Waters moved to approve.

Commissioner Chatman seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Chatman, Watson, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2018-35 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE ANNUAL COMMERCIAL LIABILITY INSURANCE COVERAGE WITH HOUSING AUTHORITY INSURANCE GROUP (HAI GROUP)**

Commissioner Watson moved to approve.

Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Chatman, Watson, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2018-36 RESOLUTION RATIFYING THE EXECUTIVE DIRECTOR TO RENEW A PROPERTY MANAGEMENT AGREEMENT FOR THE TEMPORARY MANAGEMENT OF THE PTGH-EO URBAN RENEWAL, LLC PROPERTIES FOR A PERIOD OF 6 MONTHS**

Commissioner Waters moved to approve.

Commissioner Watson seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Chatman, Watson, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2018-37 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH FCC CONSULTING SERVICES TO RELOCATE ALL COMPUTERS AND RELATED TECHNOLOGY EQUIPMENTS FROM 160 HALSTED STREET TO THE TEMPORARY LOCATIONS AT 7 GLENWOOD AVENUE, SUITE 304A, EAST ORANGE, NJ**

Commissioner Waters moved to approve.

Commissioner Watson seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Chatman, Watson, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2018-38 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH NELSON WESTERBERG TO MOVE ALL FURNITURE, FILE CABINETS, FILES AND RELATED CONTENTS TO BOTH 7 GLENWOOD AVENUE, SUITE 304A, EAST ORANGE, NJ AND TO THE STORAGE UNIT AT 37 OAKWOOD AVENUE, ORANGE, NJ**

Commissioner Watson moved to approve.

Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Chatman, Watson, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2018-39 RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE AUTHORIZING THE DELAY OF THE CONCORD TOWERS RAD CONVERSION FOR SUBMISSION OF A 9% TAX CREDIT TAX APPLICATION ON JULY 24, 2018**

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

**ROLL CALL:**

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

The Resolution was approved 4-0-0.

**2018-40 RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE AUTHORIZING EXECUTION OF A MEMORANDUM OF UNDERSTANDING FOR PROVISION OF SOCIAL SERVICES FOR THE CONCORD TOWERS DEVELOPMENT**

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

**ROLL CALL:**

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

The Resolution was approved 4-0-0.

**WALK ON RESOLUTION**

**2018-41 RESOLUTION TO APPROVE EXECUTIVE DIRECTOR CONTRACT FOR AUGUST 1, 2018 TO JULY 31, 2019**

Commissioner Waters moved to approve.

Commissioner Chatman seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Chatman, Watson, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2018-42 RESOLUTION TO ADJOURN AUGUST MEETING**

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

ROLL CALL:

Ayes: Waters, Chatman, Watson, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**8. ADJOURNMENT**

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

By unanimous acclamation, the meeting was adjourned at 8:52 PM.