

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JANUARY 9, 2018 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:25 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 Lewis Waters
Commissioner Cassandra Chatman
Commissioner Wanda Watson

ABSENT:

Commissioner Joshua Brown (excused)
Commissioner Keely Freeman (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Yadira Duran, Esq., Legal Counsel
Ms. Ajah Baldwin, Liaison to the Mayor

2. OPEN DISCUSSION

Commissioner Waters asked about the annual fire prevention contract and was it for the sprinkler system. Mr. Gill responded it is for the fire system.

Commissioner Harris asked about the extermination for fruit fly stations. Mr. Gill responded it is for the pantry area.

There was discussion regarding the holiday party. Mr. Gill reported it was approximately \$42 per person.

Regarding the finance report, there was discussion regarding being in the black on both sides. Mr. Gill responded it was through October and they are still closing out the year. The disbursement came through and everything is caught up.

There was discussion regarding heat in the units and the number of calls. Commissioner Shaw stated it appears as though the fire department and police department is being called, but Mr. Gill responded that the EOHA is responding.

There was discussion regarding the tenant in apartment 1-H. Mr. Gill responded it is a tenant that has dementia and it was determined the tenant wasn't fit to live there. Ms. Duran stated he got a stay on December 12th.

There was discussion regarding the protocols regarding how to check on tenant safety. Meals are served to tenants who cannot come downstairs. Commissioner Watson asked if social workers come often. Mr. Gill responded those are usually individual arrangements. Mr. Duran reached out to the Rutgers Clinic regarding services provided for free.

Commissioner Watson asked about the elevator on Grove Street. Mr. Gill said it has been fixed and the state inspection occurred today.

There was discussion regarding boiler inspection procedures. Mr. Gill stated there was a new one put in at Concord Towers, but there are issues with it and it's only a year old.

3. ADJOURNMENT

Work Session adjourned at 6:59 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JANUARY 9, 2018 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 at 160 Halsted Street, East Orange, New Jersey, on the 9th day of January, 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-Chairman W.G. Harris
Commissioner Walter Lewis Waters
Commissioner Cassandra Chatman
Commissioner Wanda Watson

ABSENT:

Commissioner Keely Freeman (excused)
Commissioner Joshua Brown (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Mr. William Jones, Consultant
Ms. Yadira Duran, Esq., Legal Counsel
Ms. Ajah Baldwin, Liaison to the Mayor

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, January 9, 2018, at 7:00 p.m. at 160 Halsted Street, East Orange, New Jersey for the purpose of acting upon:

2018-01 RESOLUTION AUTHORIZING THE PAYMENT OF THE BILL LIST FOR THE MONTH OF OCTOBER 2017

2018-02 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF CHAIRPERSON FOR THE BOARD OF COMMISSIONERS

2018-03 RESOLUTION ELECTING COMMISSIONER HARRIS FOR THE POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF COMMISSIONERS

2018-04 RESOLUTION ELECTING COMMISSIONER WATSON FOR THE POSITION OF TREASURER FOR THE BOARD OF COMMISSIONERS

2018-05 RESOLUTION TO AMEND 2018 BUDGET

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 Cassandra Chatman
Commissioner Wanda Watson

ABSENT:

Commissioner Keely Freeman (excused)
Commissioner Joshua Brown (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Mr. William Jones, Consultant
Ms. Yadira Duran, Esq., Legal Counsel
Ms. Ajah Baldwin, Liaison to the Mayor

2. **RESOLUTIONS**

NOMINATIONS FOR CHAIRMAN:

Ms. Duran took over chairmanship of the meeting and called for nominations for Chairman of the East Orange Housing Authority.

Commissioner Harris nominated Commissioner Shaw to be Chairman of the EOHA. Commissioner Waters seconded. As there were no other nominations, the nominations were closed.

2018-02 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF CHAIRPERSON FOR THE BOARD OF COMMISSIONERS

Commissioner Harris moved to approve Commissioner Shaw as Chairman of the

EOHA. Commissioner Waters seconded.
There was no discussion.

ROLL CALL:

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

The Resolution was approved 5-0.

NOMINATIONS FOR VICE CHAIRMAN:

Commissioner Shaw took over chairmanship of the meeting and called for nominations for vice chairperson of the East Orange Housing Authority.

Commissioner Watson nominated Commissioner Harris to be Vice Chairman of the EOHA. Chairman Shaw seconded. As there were no other nominations, the nominations were closed.

**2018-03 RESOLUTION ELECTING COMMISSIONER HARRIS
FOR THE POSITION OF VICE CHAIRPERSON FOR
THE BOARD OF COMMISSIONERS**

Commissioner Watson moved to approve Commissioner Harris as Vice Chairman of the EOHA. Chairman Shaw seconded. There was no discussion.

ROLL CALL:

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

The Resolution was approved 5-0.

Commissioner Shaw called for nominations for treasurer of the East Orange Housing Authority.

Chairman Shaw nominated Commissioner Watson to be Treasurer of the EOHA. Commissioner Harris seconded. As there were no other nominations, the nominations were closed.

2018-04 RESOLUTION ELECTING COMMISSIONER WATSON FOR THE POSITION OF TREASURER FOR THE BOARD OF COMMISSIONERS

Chairman Shaw moved to approve Commissioner Watson as Treasurer of the EOHA. Commissioner Harris seconded. There was no discussion.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0.

2. MINUTES

MOTION: Commissioner Watson moved to approve the minutes of the previous meeting in December of 2017. Commissioner Waters seconded.

Chairman Shaw made a correction to page 1 of the Regular Meeting minutes: Commissioner Freeman was not at the meeting (excused absence) and Commissioner Brown was in attendance (late arrival). There were four commissioners in

attendance: Shaw, Waters, Brown and Harris.

On page 4, Commissioner Watson should be not present.

ROLL CALL:

Ayes: Waters, Harris, Watson, Shaw.

Nays: None.

Abstentions: Chatman.

The motion carried 4-0-1.

3. APPROVAL OF THE BILLS

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The motion carried 5-0-0.

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.

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

There was no New Business.

8. RESOLUTIONS

2018-05 RESOLUTION TO AMEND 2018 BUDGET

Commissioner Waters moved to approve.
Commissioner Harris seconded. Mr. Gill explained
the Resolution. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The motion carried 5-0-0.

9. ADJOURNMENT

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

By unanimous acclamation, the meeting was
adjourned at 7:43 PM.