

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON MAY 14, 2019 AT 7 GLENWOOD AVENUE, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:14 PM by Chairperson Harris. The Open Public Meeting Act was read by the Recording Secretary.

PRESENT:

Chairperson W.G. Harris
Vice-Chairman Walter Waters (arrived at 6:21 PM)
Commissioner Fred Shaw
Commissioner Cassandra Chatman
Commissioner Joshua Brown
Commissioner Wanda Watson

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britain, Manager of Real Estate Dev.
Ms. Yadira Duran, Esq., Legal Counsel

2. OPEN DISCUSSION

Chairman Harris asked about check #9508, The Nauticus Group. Mr. Gill responded it is a temp that he hired for accounting.

Chairman Harris asked about ETGH and who is Mitchell Greenstein. Mr. Gill responded he is the owner of the non-profit that owns the entity. There is an agreement related to the expense reimbursements.

Commissioner Watson asked about check #1098, Eurocore, regarding Park Terrace and is it a monthly cost. Mr. Gill responded they cleaned the hallways, stripped and waxed. It's a one-time charge.

Commissioner Watson asked about check #1088. Mr. Gill responded it was for a state inspection.

Commissioner Watson asked about check #1079, for plumbing repairs. Mr. Gill responded there were major leaks in the units and it was part of the REAC inspection. There was a lot of work done.

Commissioner Watson asked about check #1083, return of security deposit, is it coming from the general fund. Mr. Gill responded it was transferred from the security account and the check was cut from the general fund.

Chairman Harris asked about Eaton Place funds being released. Mr. Britain responded the City incorrectly filed and had to refile. It was done April 25th, but a motion will be heard May 25th to be able to collect money from the state treasury Mr. Gill explained the process of eminent domain.

Chairman Harris asked about the vacancies and what skill set are being sought for the part and full time employees. Ms. Coley responded it's listed on the job descriptions and it is online.

Commissioner Brown asked about Vista Village and collected from them since March of 2018. Ms. Duran re there was a court appearance on the 6th and there was a warrant filed for the tenant. Regarding 2L with Vista the tenant hasn't kept up with the agreement, so the Authority has a right to file a warrant.

There was discussion regarding the Walnut Street Project. Mr. Gill responded the EOHA is moving forward acquiring the other businesses there and will condemn the building. He further explained what was going on

there.

3. ADJOURNMENT

Work Session adjourned at 6:59PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON MAY 14, 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 14th day of May, 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, 2019.

PRESENT:

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

ABSENT:

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britain, Manager of Real Estate Dev.
Ms. Yadira Duran, Esq., Legal Counsel
Mr. William Jones, Consultant (arrived at 7:22PM)

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, May 14, 2019, at 7:00 p.m. At 7 Glenwood Avenue, East Orange, New Jersey for the purpose of acting upon:

2019-11 RESOLUTION AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTHS OF MARCH AND APRIL 2019

2019-12 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO PARTICIPATE IN THE CITY OF EAST ORANGE ANNUAL MEMORIAL DAY PARADE ON MAY 27, 2019

2019-13 RESOLUTION RATIFYING THE EXECUTIVE DIRECTOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH GOODWILL INDUSTRIES OF GREATER NYNJ (GOODWILL) TO PROVIDE WORK-BASED LEARNING OPPORTUNITIES TO GOODWILL PARTICIPANTS IN ORDER TO SUPPORT THE EFFORTS OF THE PRE-EMPLOYMENT SERVICES INCLUDING TRIAL WORK EXPERIENCE, COMMUNITY BASED WORK EVALUATION AND TRANSITION SERVICE

2019-14 RESOLUTION APPOINTING WILBERT GILL AS THE QUALIFIED PURCHASING AGENT FOR THE EAST ORANGE HOUSING AUTHORITY AND TO SET THE BID THRESHOLD AT \$40,000

2019-15 RESOLUTION RATIFYING THE ATTENDANCE OF CHAIRPERSON W. G. HARRIS, ELENA COLEY, DUANGRAT SIMPKINS AND KASSEMA JONES TO THE NJNAHRO ANNUAL CONFERENCE & TRADE SHOW IN ATLANTIC CITY, NJ, MAY 5-8, 2019

2019-16 RESOLUTION AUTHORIZING CHAIRPERSON W. G. HARRIS, VICE-CHAIRPERSON WALTER L. WATERS COMMISSIONER FREDERICK SHAW AND MR. WILBERT GILL TO ATTEND THE PHADA'S 2019 ANNUAL CONFERENCE & EXHIBITION IN FT. LAUDERDALE, FL, JUNE 2-6, 2019

2019-17 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE 2019 SUMMER SCHEDULE

2019-18 RESOLUTION AUTHORIZING ELENA COLEY, DENISE MILTON AND COMMISSIONER BROWN TO ATTEND THE NAHRO MEETING AS REPRESENTATIVES OF THE AWARD RECEPTION ON MAY 30, 2019 IN BALTIMORE, MARYLAND

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 Cassandra Chatman
Commissioner Fred Shaw
Commissioner Joshua Brown
Commissioner Wanda Watson

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britain, Manager of Real Estate Dev.
Ms. Yadira Duran, Esq., Legal Counsel
Mr. William Jones, Consultant (arrived at 7:22PM)

2. **MINUTES**

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

ROLL CALL:

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

The Resolution was approved 6-0-0.

3. **APPROVAL OF THE BILLS**

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

ROLL CALL:

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

Nays: None.

Abstentions: None

The Resolution was approved 6-0-0.

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 meeting or report.

NON-PROFIT COMMITTEE: There was no report.

EOHCDC BOARD OF DIRECTORS: There was no report.

EXECUTIVE DIRECTOR

The report stood. Mr. Gill highlighted his

report and answered questions from the Commissioners.

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

**2019-12 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE TO PARTICIPATE IN THE
CITY OF EAST ORANGE ANNUAL MEMORIAL DAY PARADE
ON MAY 27, 2019**

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

ROLL CALL:

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

The Resolution was approved 6-0-0.

**2019-13 RESOLUTION RATIFYING THE EXECUTIVE DIRECTOR TO
ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU)
WITH GOODWILL INDUSTRIES OF GREATER NYNJ**

(GOODWILL) TO PROVIDE WORK-BASED LEARNING OPPORTUNITIES TO GOODWILL PARTICIPANTS IN ORDER TO SUPPORT THE EFFORTS OF THE PRE-EMPLOYMENT SERVICES INCLUDING TRIAL WORK EXPERIENCE, COMMUNITY BASED WORK EVALUATION AND TRANSITION SERVICE

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

ROLL CALL:

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

The Resolution was approved 6-0-0.

2019-14 RESOLUTION APPOINTING WILBERT GILL AS THE QUALIFIED PURCHASING AGENT FOR THE EAST ORANGE HOUSING AUTHORITY AND TO SET THE BID THRESHOLD AT \$40,000

Commissioner Chatman moved to approve.
Commissioner Waters seconded.

Commissioner Brown asked what it is for. Mr. Gill explained that every municipality must approve a QPA every year regarding bidding for contracts.

ROLL CALL:

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

The Resolution was approved 6-0-0.

2019-15 RESOLUTION RATIFYING THE ATTENDANCE OF CHAIRPERSON W. G. HARRIS, ELENA COLEY, DUANGRAT

**SIMPKINS AND KASSEMA JONES TO THE NJNAHRO
ANNUAL CONFERENCE & TRADE SHOW IN ATLANTIC
CITY, NJ, MAY 5-8, 2019**

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

ROLL CALL:

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

The Resolution was approved 5-0-1.

**2019-16 RESOLUTION AUTHORIZING CHAIRPERSON W. G.
HARRIS, VICE-CHAIRPERSON WALTER L. WATERS
COMMISSIONER FREDERICK SHAW AND MR. WILBERT
GILL TO ATTEND THE PHADA'S 2019 ANNUAL
CONFERENCE & EXHIBITION IN FT. LAUDERDALE, FL,
JUNE 2-6, 2019**

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

ROLL CALL:

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

The Resolution was approved 6-0-0.

**2019-17 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE 2019 SUMMER SCHEDULE**

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

ROLL CALL:

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

The Resolution was approved 5-1-0.

2019-18 RESOLUTION AUTHORIZING ELENA COLEY, DENISE MILTON AND COMMISSIONER BROWN TO ATTEND THE NAHRO MEETING AS REPRESENTATIVES OF THE AWARD RECEPTION ON MAY 30, 2019 IN BALTIMORE, MARYLAND

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

ROLL CALL:

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

The Resolution was approved 6-0-0.

9. 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 Brown seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The motion carried 6-0-0. The Commissioners went into Executive Session at 8:12 PM.

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The motion carried 6-0-0. The Commissioners returned to Open Session at 8:33 PM.

10. ADJOURNMENT

MOTION: Commissioner Waters moved to adjourn. Commissioner Watson seconded. There were no questions. By unanimous acclamation, the meeting was adjourned at 8:34 PM.