

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON MARCH 10, 2020 AT 70 SOUTH BURNETT STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:28 PM by Chairperson Harris. The Open Public Meeting Act was read by the Recording Secretary.

PRESENT:

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

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britton, Manager of Real Estate Dev.
Mr. Dennis Hickerson-Breedon, Esq., Legal Counsel

2. OPEN DISCUSSION

Chairman Harris asked about check #1436 for \$600.00 to JDM Consulting. Mr. Gill explained that someone had to be hired for a HUD analysis submission. It's normally done internally.

Commissioner Brown asked about check #1411, regarding replacement reserve funding. Mr. Gill explained it is money put aside to fund capital improvements. It's done on a quarterly basis.

Commissioner Brown asked about check #1418 to BPH Management Services, LLC. Mr. Gill explained it is for asset management for properties.

Commissioner Harris asked about the status of the Walnut Street property. Mr. Britton explained the relocatable action plan that was done, hopefully it will be out this month.

Commissioner Watson asked about PTG Urban Renewal, check #1438, and what is the process? Mr. Gill responded the average will be a 2% rent increase and explained the plan.

Commissioner Brown asked about the capital fund program for maintenance at Concord Towers. Mr. Gill explained the roof will be replaced, one of the elevators, a backup generator will be moved to gas, and other repairs.

3. ADJOURNMENT

Work Session adjourned at 6:59PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON MARCH 10, 2020 AT 70 SOUTH BURNET 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 Burnet Street, East Orange, New Jersey, on the 10th day of March, 2020, 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, 2019. 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, 2019. 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 Wanda Watson
Commissioner Fred Shaw
Commissioner Joshua Brown
Commissioner Cassandra Chatman

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britton, Manager of Real Estate Dev.
Mr. Hickerson-Breedon, 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 Tuesday, March 10, 2020, at 7:00 p.m. At 70 South Burnet Street, East Orange, New Jersey for the purpose of acting upon:

2020-09 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF JANUARY 2020

2020-10 RESOLUTION RATIFYING GEORGEMARIE CHALET, HOUSING ASSISTANCE TECHNICIAN TO ATTEND NAN MCKAY SEMINAR AND EXAM ON HOUSING CHOICE VOUCHER SPECIALIST IN SAYREVILLE, NJ, MARCH 2-6, 2020

2020-11 RESOLUTION AUTHORIZING COMMISSIONER W. G. HARRIS FOR ATTENDING THE PHADA 2020 ANNUAL CONVENTION & EXHIBITION CONFERENCE IN DENVER, CO ON MAY 31, 2020 TO JUNE 3, 2020

2020-12 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR OTHER OFFICERS TO EXECUTE AGREEMENTS AND THE ACTS OF EAST ORANGE HOUSING AUTHORITY IN CONNECTION WITH THE EAST ORANGE SENIOR SUPPORTIVE URBAN RENEWAL PROJECT

2020-13 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A PROPERTY MANAGEMENT AGREEMENT WITH EAST ORANGE HOUSING & COMMUNITY DEVELOPMENT CORPORATION (EOHCDC) FOR MANAGEMENT OF ITS SINGLE AND MULTI-FAMILY SCATTERED RESIDENTIAL PROPERTIES

2020-14 RESOLUTION AUTHORIZING THE RATIFICATION AND

EXECUTION OF THE AMENDED ANNUAL CONTRIBUTION
CONTRACT (ACC) WITH THE DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT IN ACCORDANCE WITH HUD
NOTICE PIH 95-44

2020-15 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO TERMINATE THE HOUSING ASSISTANCE PAYMENT
(HAP) CONTRACT WITH MCIVER HOUSES, LLC,
EFFECTIVE APRIL 15, 2020

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 Fred Shaw
Commissioner Joshua Brown
Commissioner Cassandra Chatman
Commissioner Wanda Watson

ABSENT:

None

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Phil Britton, Manager of Real Estate Dev.
Ms. Hickerson-Breedon, Esq., Legal Counsel

2. **MINUTES**

MOTION: Commissioner Brown moved to approve the minutes of the previous meeting in January 2020. Commissioner Waters seconded. There were no questions.

ROLL CALL:

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

The Resolution was approved 6-0-0.

3. **APPROVAL OF THE BILLS**

MOTION: Commissioner Waters moved to approve the

payment of bills. Commissioner Brown seconded.
There were no questions.

ROLL CALL:

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

The report stood. Mr. Gill and Ms. Coley highlighted his 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

2020-10 RESOLUTION RATIFYING GEORGEMARIE CHALET, HOUSING ASSISTANCE TECHNICIAN TO ATTEND NAN MCKAY SEMINAR AND EXAM ON HOUSING CHOICE VOUCHER SPECIALIST IN SAYREVILLE, NJ, MARCH 2-6, 2020

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

2020-11 RESOLUTION AUTHORIZING COMMISSIONER W. G. HARRIS FOR ATTENDING THE PHADA 2020 ANNUAL CONVENTION & EXHIBITION CONFERENCE IN DENVER,

CO ON MAY 31, 2020 TO JUNE 3, 2020

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

2020-12 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR OTHER OFFICERS TO EXECUTE AGREEMENTS AND THE ACTS OF EAST ORANGE HOUSING AUTHORITY IN CONNECTION WITH THE EAST ORANGE SENIOR SUPPORTIVE URBAN RENEWAL PROJECT

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

Mr. Gill explained the resolution.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

2020-13 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A PROPERTY MANAGEMENT AGREEMENT WITH EAST ORANGE HOUSING & COMMUNITY DEVELOPMENT CORPORATION (EOHCDC) FOR MANAGEMENT OF ITS SINGLE AND MULTI-FAMILY SCATTERED RESIDENTIAL PROPERTIES

Commissioner Waters moved to approve the Resolution. Commissioner Watson seconded.

Commissioner Brown asked about the gross receipts. Mr. Gill responded it is 6%.

Commissioner Shaw asked how the properties will be used and will there be a program to buy the properties. Mr. Gill explained how everything will be done.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

2020-14 RESOLUTION AUTHORIZING THE RATIFICATION AND EXECUTION OF THE AMENDED ANNUAL CONTRIBUTION CONTRACT (ACC) WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN ACCORDANCE WITH HUD NOTICE PIH 95-44

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

Mr. Gill explained the Resolution.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

2020-15 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO TERMINATE THE HOUSING ASSISTANCE PAYMENT (HAP) CONTRACT WITH MCIVER HOUSES, LLC, EFFECTIVE APRIL 15, 2020

Commissioner Watson moved to approve the Resolution. Commissioner Brown seconded.

Commissioner Shaw asked what will be done to the vouchers. Mr. Gill explained the tenants can take them wherever they want.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

9. ADJOURNMENT

MOTION: Commissioner Chatman moved to adjourn. Commissioner Waters seconded. There were no questions. By unanimous acclamation, the meeting was adjourned at 7:47.