

**MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JUNE 13, 2017 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.**

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

The meeting was called to order at 6:45 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 Keely Freeman (arrived 6:55pm)  
Commissioner Walter Waters

**ABSENT:**

Commissioner Joshua Brown  
Commissioner Ted Green (excused)

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Kassema Jones, Project Coordinator  
Mr. Samuel O. Adenaike, Esq., Legal Counsel

**2. OPEN DISCUSSION**

Commissioner Harris asked about court evictions and why is the EOHA still waiting for a warrant for removal a month after the removal date. Mr. Adenaike responded that some of the cases were closed. Mr. Gill explained payment agreements which can be made and what happens when they go to court. There was further discussion regarding how

to get things done quicker in court.

**3. ADJOURNMENT**

The Work Session was adjourned at 6:59 PM.

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JUNE 13, 2017 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 13<sup>th</sup> day of June, 2017, 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 27, 2016. The notice was also faxed to the City Clerk Office and Public Information Office of the City of East Orange on Wednesday, December 28, 2016. The notice was posted at the administrative office and the Authority's two public housing developments on Thursday, December 29, 2016.

**PRESENT:**

Chairperson Fred Shaw  
Vice-Chairman W.G. Harris  
Commissioner Walter Lewis Waters  
Commissioner Keely Freeman  
Commissioner Wanda Watson

**ABSENT:**

Commissioner Ted Green (excused)  
Commissioner Joshua Brown

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Mr. William Jones, Consultant (arrived at 7:25pm)  
Ms. Kasema Jones, Project Coordinator  
Mr. Samuel O. Adenaike, 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, June 13, 2017, at 7:00 p.m. At 160 Halsted Street, East Orange, New Jersey for the purpose of acting upon:

- 2017-41 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF MAY 2017**
- 2017-42 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ENTER INTO AN AGREEMENT WITH REYNWOOD COMMUNICATIONS TO UPGRADE THE EXISTING TELEPHONE SYSTEM SERVICES FOR A PERIOD OF 36 MONTHS**
- 2017-43 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE ANNUAL COMMERCIAL LIABILITY INSURANCE COVERAGE WITH HOUSING AUTHORITY INSURANCE GROUP (HAI GROUP)**
- 2017-44 RESOLUTION AUTHORIZING SHAUNDA SNYDER AND KIMBERLY GOLDEN TO ATTEND NAN MCKAY SEMINAR ON PUBLIC HOUSING SPECIALIST IN MINNEAPOLIS, MN, JULY 24-28, 2017**
- 2017-45 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO OPEN ALL BANK ACCOUNTS FOR PTGH-EO URBAN RENEWAL, LLC PROPERTIES WITH PNC BANK**
- 2017-46 RESOLUTION OF THE BOARD OF COMMISSIONS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE AUTHORIZING THE EXECUTION OF AN ASSET MANAGEMENT AGREEMENT FOR THE MANAGEMENT OF A FOUR-STORY, THIRTYTHREE (33) UNIT**

RESIDENTIAL RENTAL BUILDING AND A FOUR-  
STORY, THIRTY-NINE (39) UNIT RESIDENTIAL  
RENTAL BUILDING (TOGETHER, THE "PROJECT")  
FOR \$15,000 PER YEAR

2017-47 RESOLUTION TO ADD COMMISSIONER FREEMAN TO  
THE SEMINAR IN INDIANAPOLIS, JULY 16-18,  
2017

2017-48 SALARY INCREASE FOR EXECUTIVE DIRECTOR  
WILBERT GILL FOR THE YEAR BEGINNING AUGUST  
1, 2017 THRU JULY 31, 2018 FOR \$5,000

2017-49 SALARY FOR EXECUTIVE DIRECTOR WILBERT GILL  
FOR THE NON-PROFIT BEGINNING AUGUST 1, 2017  
THRU JULY 31, 2018 FOR \$15,000

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 Lewis Waters  
Commissioner Keely Freeman  
Commissioner Wanda Watson

**ABSENT:**

Commissioner Joshua Brown  
Commissioner Ted Green (excused)

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Mr. William Jones, Consultant (arrived at 7:25pm)  
Ms. Kassem Jones, Project Coordinator  
Mr. Samuel O. Adenaike, Esq., Legal Counsel

2. **MINUTES**

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

ROLL CALL:

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

The motion carried 5-0-0.

3. **APPROVAL OF THE BILLS**

**MOTION:** Commissioner Watson moved to approve the payment of bills. Commissioner Waters seconded.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The motion carried 5-0-0.

**4. VISITORS**

There were no visitors.

**5. REPORTS**

**COMMITTEE REPORTS**

**PERSONNEL:** There was no report. Highlights are in Mr. Gill's report.

**FINANCE:** There was no report. Commissioner Watson said she met with Mr. Gill and discussed RAD conversion.

**BUILDINGS & GROUNDS:** There was no report.

**REAL ESTATE DEVELOPMENT:** There was no report. Commissioner Freeman said she's been getting questions regarding an RFP for Walnut Street.

**BY-LAWS & PROCUREMENT:** There was no report.

**NON-PROFIT:** There was no report. Commissioner Freeman said the non-profit did meet and a resume came in for a consultant position.

**EXECUTIVE DIRECTOR**

The report stood. Mr. Gill highlighted his report and the reports of the departments.

**LEGAL REPORT (Board Attorneys)**

Report was held for closed session

**6. OLD BUSINESS**

There was no Old Business.

**7. NEW BUSINESS**

There was no New Business.

**8. RESOLUTIONS**

**2017-42 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ENTER INTO AN AGREEMENT WITH REYNWOOD COMMUNICATIONS TO UPGRADE THE EXISTING TELEPHONE SYSTEM SERVICES FOR A PERIOD OF 36 MONTHS**

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

ROLL CALL:

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

Nays: None.  
Abstentions: None.

The Resolution was approved 5-0-0.

**2017-43 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: Watson, Waters, Freeman, Harris, Shaw.  
Nays: None.  
Abstentions: None.

The Resolution was approved 5-0-0.

**2017-44 RESOLUTION AUTHORIZING SHAUNDA SNYDER AND KIMBERLY GOLDEN TO ATTEND NAN MCKAY SEMINAR ON PUBLIC HOUSING SPECIALIST IN MINNEAPOLIS, MN, JULY 24-28, 2017**

Commissioner Harris moved to approve. Commissioner Waters seconded.

Mr. Gill replied that Shaunda is an Executive Assistant and helps Ms. Jones so that's why she should go to the seminar. She has multiple functions at the housing authority. There were no questions.

ROLL CALL:

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

Nays: None.  
Abstentions: None.

The Resolution was approved 5-0-0.

**2017-45 RESOLUTION AUTHORIZING THE HOUSING  
AUTHORITY OF THE CITY OF EAST ORANGE TO  
OPEN ALL BANK ACCOUNTS FOR PTGH-EO URBAN  
RENEWAL, LLC PROPERTIES WITH PNC BANK**

Commissioner Waters moved to approve.  
Commissioner Freeman seconded.

Commissioner Freeman asked why the  
change. Mr. Gill explained he wanted to  
diversify their banking relationships.

ROLL CALL:

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

The Resolution was approved 4-1-0.

**2017-46 RESOLUTION OF THE BOARD OF COMMISSIONS  
OF THE HOUSING AUTHORITY OF THE CITY OF  
EAST ORANGE AUTHORIZING THE EXECUTION OF  
AN ASSET MANAGEMENT AGREEMENT FOR THE  
MANAGEMENT OF A FOUR-STORY, THIRTY-THREE  
(33) UNIT RESIDENTIAL RENTAL BUILDING  
AND A FOUR-STORY, THIRTY-NINE (39) UNIT  
RESIDENTIAL RENTAL BUILDING (TOGETHER,  
THE "PROJECT") FOR \$15,000 PER YEAR**

Commissioner Freeman moved to approve.  
Commissioner Waters seconded.

Commissioner Waters asked why the

amount is small. Mr. Gill replied it's based on the work that must be done.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**ADD-ON RESOLUTION**

**2017-47 RESOLUTION TO ADD COMMISSIONER FREEMAN TO THE SEMINAR IN INDIANAPOLIS, JULY 16-18, 2017**

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The motion carried 5-0-0.

The Commissioners went into Executive Session at 8:27 PM.

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The motion carried 5-0-0. The Commissioners returned to Open Session at 8:35 pm.

**10. RESOLUTIONS**

**2017-48 SALARY INCREASE FOR EXECUTIVE DIRECTOR  
WILBERT GILL FOR THE YEAR BEGINNING  
AUGUST 1, 2017 THRU JULY 31, 2018 FOR  
\$5,000**

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

**ROLL CALL:**

**Ayes:** Watson, Waters, Freeman, Harris, Shaw.  
**Nays:** None.  
**Abstentions:** None.

The Resolution was approved 5-0-0.

**2017-49 SALARY FOR EXECUTIVE DIRECTOR WILBERT  
GILL FOR THE NON-PROFIT BEGINNING AUGUST  
1, 2017 THRU JULY 31, 2018 FOR \$15,000**

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

**ROLL CALL:**

**Ayes:** Watson, Waters, Freeman, Harris, Shaw.  
**Nays:** None.  
**Abstentions:** None.

The Resolution was approved 5-0-0.

**11. ADJOURNMENT**

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

questions.

By unanimous acclamation the meeting was adjourned at 8:45 PM.