

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON NOVEMBER 14, 2016 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 70 South Burnett Street, East Orange, New Jersey, on the 14th day of November, 2016, the place, date and hour duly established for the holding of such meeting. Chairperson Keely Freeman 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 Friday, December 18, 2015. The notice was also faxed to the City Clerk Office and Public Information Office of the City of East Orange on December 31, 2015. The notice was posted at the administrative office and the Authority's two public housing developments on December 31, 2015.

PRESENT:

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

ABSENT:

Commissioner Ted Green (conflicting meeting)
Commissioner Joshua Brown (family emergency)
Commissioner Walter Lewis Waters

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Mr. William Jones, Consultant
Ms. Elena Coley, Director of Operations
Mr. Greyson Hannigan, 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, November 14, 2016, at 7:00 p.m. at 160 Halsted Street, East Orange, New Jersey for the purpose of acting upon:

- 2016-53 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL
LIST FOR THE MONTH OF OCTOBER 2016**
- 2016-54 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO RENEW THE ANNUAL AUTO COMMERCIAL INSURANCE
COVERAGE WITH HOUSING AUTHORITY INSURANCE
GROUP (HAI GROUP)**
- 2016-55 RESOLUTION ADOPTING THE REVISED PUBLIC
HOUSING ADMISSIONS AND CONTINUED OCCUPANCY
POLICY (ACOP)**
- 2016-56 RESOLUTION ADOPTING THE REVISED
ADMINISTRATIVE PLAN FOR THE HOUSING CHOICE
VOUCHER (HCV) PROGRAM**
- 2016-57 RESOLUTION AWARDING A CONTRACT TO ELEVATOR
MAINTENANCE CORPORATION FOR ELEVATOR
MAINTENANCE SERVICE, EFFECTIVE JANUARY 1,
2017**
- 2016-58 RESOLUTION AWARDING A CONTRACT TO NETTARIUS
TECHNOLOGY SOLUTIONS FOR INFORMATION
TECHNOLOGY SUPPORT SERVICES FOR A PERIOD OF
ONE YEAR**
- 2016-59 RESOLUTION ADOPTING A MEMORANDUM OF AGREEMENT
(MOA) BETWEEN THE HOUSING AUTHORITY OF THE
CITY OF EAST ORANGE AND THE HOUSING AUTHORITY
OF THE CITY OF ORANGE FOR THE ADMINISTRATION**

**OF THEIR HOUSING CHOICE VOUCHER (HCV)
PROGRAMS**

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 Keely Freeman
Vice-Chairman Fred Shaw
Commissioner Wanda Watson
Commissioner W.G. Harris

ABSENT:

Commissioner Ted Green (conflicting meeting)
Commissioner Walter Lewis Waters
Commissioner Joshua Brown (family emergency)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Mr. William Jones, Consultant
Ms. Elena Coley, Director of Operations
Mr. Greyson Hannigan, Esq., Legal Counsel

2. MINUTES

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

ROLL CALL:

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

The motion carried 4-0-0.

3. APPROVAL OF THE BILLS

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

ROLL CALL:

Ayes: Watson, Harris, Shaw, Freeman.

Nays: None.

Abstentions: None.

The motion carried 4-0-0.

4. VISITORS

There were no visitors.

5. REPORTS

COMMITTEE REPORTS

PERSONNEL: There was no report.

FINANCE: There was a meeting. Commissioner Harris stated the Authority is in the black on both sides.

BUILDINGS & GROUNDS: There was no report.

REAL ESTATE DEVELOPMENT: There was no report.

BY-LAWS & PROCUREMENT: There was no report.

CHAIRPERSON'S REPORT

Chairperson Freeman spoke about what other housing authorities were doing regarding development, solar energy, etcetera.

There was discussion regarding the criminal justice system where judges have more power to make decisions on bail. A pilot will be done the first quarter of next year.

The Annual holiday party is December 16, 2017.

There must be a selection committee to elect the executive board for 2017.

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

**2016-54 RESOLUTION AUTHORIZING THE EXECUTIVE
DIRECTOR TO RENEW THE ANNUAL AUTO**

**COMMERCIAL INSURANCE COVERAGE WITH HOUSING
AUTHORITY INSURANCE GROUP (HAI GROUP)**

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

Mr. Gill stated the amount is
\$18,863.00.

ROLL CALL:

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

The motion carried 4-0-0.

**2016-55 RESOLUTION ADOPTING THE REVISED PUBLIC
HOUSING ADMISSIONS AND CONTINUED OCCUPANCY
POLICY (ACOP)**

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

ROLL CALL:

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

The motion carried 4-0-0.

**2016-56 RESOLUTION ADOPTING THE REVISED
ADMINISTRATIVE PLAN FOR THE HOUSING CHOICE
VOUCHER (HCV) PROGRAM**

Commissioner Harris moved to approve.
Commissioner Watson seconded. There were

no questions.

ROLL CALL:

Ayes: Watson, Harris, Shaw, Freeman.

Nays: None.

Abstentions: None.

The motion carried 4-0-0.

**2016-57 RESOLUTION AWARDING A CONTRACT TO ELEVATOR
MAINTENANCE CORPORATION FOR ELEVATOR
MAINTENANCE SERVICE, EFFECTIVE JANUARY 1,
2017**

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

ROLL CALL:

Ayes: Watson, Harris, Shaw, Freeman.

Nays: None.

Abstentions: None.

The motion carried 4-0-0.

**2016-58 RESOLUTION AWARDING A CONTRACT TO
NETTARIUS TECHNOLOGY SOLUTIONS FOR
INFORMATION TECHNOLOGY SUPPORT SERVICES
FOR A PERIOD OF ONE YEAR**

Commissioner Harris moved to approve.
Commissioner Watson seconded.

Commissioner Harris asked if there was
a typo for "30" hours, which should be
"300" hours.

For NetTarius the fee should be
\$13,000, not \$3,000.

ROLL CALL:

Ayes: Watson, Harris, Shaw, Freeman.

Nays: None.

Abstentions: None.

The motion carried 4-0-0.

**2016-59 RESOLUTION ADOPTING A MEMORANDUM OF
AGGREMENT (MOA) BETWEEN THE HOUSING
AUTHORITY OF THE CITY OF EAST ORANGE AND
THE HOUSING AUTHORITY OF THE CITY OF
ORANGE FOR THE ADMINISTRATION OF THEIR
HOUSING CHOICE VOUCHER (HCV) PROGRAMS**

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

Ms. Coley explained the Resolution.

ROLL CALL:

Ayes: Watson, Harris, Shaw, Freeman.

Nays: None.

Abstentions: None.

The motion carried 4-0-0.

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.

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

ROLL CALL:

Ayes: Watson, Harris, Shaw, Freeman.

Nays: None.

Abstentions: None.

The motion carried 4-0-0.

The Commissioners went into Executive Session at 7:57 PM.

MOTION: Chairperson 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, Shaw, Freeman.

Nays: None.

Abstentions: None.

The motion carried 4-0-0. The Commissioners returned to Open Session at 9:05 pm.

9. ADJOURNMENT

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

By unanimous acclamation the meeting was adjourned at 9:10 pm.

**MINUTES OF A WORK SESSION MEETING OF THE BOARD OF
COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY,
HELD ON NOVEMBER 14, 2016 AT 160 HALSTED STREET, EAST
ORANGE, NEW JERSEY.**

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:15 PM by
Chairperson Freeman. The Open Public Meeting Act
was read by the Recording Secretary.

PRESENT:

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

ABSENT:

Commissioner Ted Green
Commissioner Walter Waters
Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Mr. Greyson Hannigan, Esq., Legal Counsel

2. OPEN DISCUSSION

There was discussion regarding who should be
Chairman for next year.

Commissioner Shaw asked about payments to
McManimon & Scotland and is there a cap. There was
discussion about using the RH Factor funds and RAD.
Mr. Gill explained how the money was being used.

Commissioner Harris asked if the money for the

capital funds project has been spent and what was it spent for. Mr. Gill responded 20% was used for operations. There was discussion regarding getting a tax credit award.

Commissioner Freeman asked about Eaton* Place. Mr. Gill responded he is trying to get construction financing lined up.

Commissioner Harris asked about #6671 and what is an eye washer. Mr. Gill responded it is for the eye wash station. A supply line has to be run.

Commissioner Harris asked about checks #6714 and #6717 for a U-line and why are two entities billing for the U-line. Ms. Coley responded that PSEG and Hurricane Plumbing had to repair to different portions of the line.

There was discussion regarding closing on Arcadian Gardens. Mr. Gill responded they are ready to close, but the city brought up an issue about encroaching on one of the playgrounds on William Street.

There was discussion regarding the difference between a tenant based and project based voucher.

3. ADJOURNMENT

The Work Session was adjourned at 6:59 PM.