

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON SEPTEMBER 11, 2018 AT THE EAST ORANGE PUBLIC LIBRARY, 21 SOUTH ARLINGTON AVENUE, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:40 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 Walter Waters
Commissioner Joshua Brown

ABSENT:

Commissioner Cassandra Chatman

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Yadira Duran, Esq., Legal Counsel

2. OPEN DISCUSSION

Commissioner Harris asked about check #8625, mechanical contracting services, and what was it for. Mr. Gill responded it is for boiler repair.

Commissioner Harris asked about check #8629 for \$600.00. Mr. Gill responded it is for TENMAST performance.

Chairman Shaw asked if they were paid for the whole month of July and they did not move in until the 26th. Mr. Gill responded affirmatively because

the EOHA took possession the 1st of July.

Chairman Shaw asked about a check for the State of New Jersey, check #8650. Mr. Gill responded it is for the elevator.

Chairman Shaw asked about check #8651, employment related charges. Mr. Gill responded it is for payroll related taxes.

Commissioner Harris asked about check #8669, SEC Consulting. Mr. Gill responded it is for IT consulting.

Chairman Shaw asked about checks #8700 and #8799 regarding rent for the month of August. Mr. Gill responded one check is for August and the other is for September.

Chairman Shaw asked about SEC Consulting. Mr. Gill responded they had to breakdown the network and set it up again at the new location.

Commissioner Brown asked about check #8807. Mr. Gill responded it is part of the RAD and will be reimbursed.

Chairman Shaw asked about the fence in the rear of the building and the inoperable sprinkler system. Mr. Gill responded it is for Concord and weeds are overgrown. The lawn sprinkler system is not working.

Chairman Shaw asked about page 10, inspections at Park Terrace. Mr. Gill responded they are HUD subsidized properties.

3. ADJOURNMENT

Work Session adjourned at 6:59 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON SEPTEMBER 11, 2018 AT 21 SOUTH ARLINGTON 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 21 South Arlington Avenue, East Orange, New Jersey, on the 11th day of September, 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-Chairperson W.G. Harris
Commissioner Wanda Watson
Commissioner Joshua Brown
Commissioner Walter Lewis Waters

ABSENT:

Commissioner Cassandra Chatman

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Ms. Yadira Duran, Esq., Legal Counsel
Mr. William Jones, Consultant (arrived 7:10 PM)

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, September 11, 2018, at 7:00 p.m. at the East Orange Public Library, 21 South Arlington Avenue, East Orange, New Jersey for the purpose of acting upon:

2018-43 RESOLUTION BY THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE APPROVING, RATIFYING, AND AUTHORIZING (1) THE EXECUTIVE DIRECTOR TO EXECUTE AND DELIVER ALL CLOSING DOCUMENTS PERTAINING TO THE EAST ORANGE HOUSING AUTHORITY VISTA VILLAGE RAD TRANSACTION, AND (2) THE EXECUTIVE DIRECTOR TO TAKE SUCH OTHER ACTIONS AS THE EXECUTIVE DIRECTOR DEEMS NECESSARY TO CARRY OUT THIS RESOLUTION AND CLOSING

2018-44 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF JULY AND AUGUST 2018

2018-45 RESOLUTION RATIFYING THE ATTENDANCE OF COMMISSIONER WANDA WATSON AT LEO DAUWER'S CONFERENCE FOR EXECUTIVE DIRECTOR/COMMISSIONER PROFESSIONAL DEVELOPMENT PROGRAM ON MARTHA'S VINEYARD IN EDGARTOWN, MA, SEPTEMBER 6-7, 2018

2018-46 RESOLUTION AUTHORIZING KASSEMA JONES AND SHAUNDA SNYDER FOR ATTENDING ROCKY AHMA 36TH ANNUAL CONFERENCE FOR LOW INCOME HOUSING TAX CREDIT AND CERTIFICATION IN ST. LOUIS, MO, SEPTEMBER 19-21, 2018

2018-47 RESOLUTION AUTHORIZING COMMISSIONER FREDERICK SHAW, JR. AND COMMISSIONER W. G. HARRIS TO

**ATTEND THE 2018 NAHRO NATIONAL CONFERENCE &
EXHIBITION IN ATLANTA, GA, OCTOBER 25-27, 2018**

- 2018-48 RESOLUTION AUTHORIZING MR. WILBERT GILL AND MR. PHILIP BRITTON TO ATTEND THE 2018 GOVERNOR'S CONFERENCE ON HOUSING AND ECONOMIC DEVELOPMENT IN ATLANTIC CITY, NJ, OCTOBER 1-3, 2018**
- 2018-49 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE ANNUAL SUPPORT AGREEMENT WITH TENMAST SOFTWARE IN AN AMOUNT OF \$33,996.80**
- 2018-50 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE ANNUAL PROPERTY INSURANCE COVERAGE WITH HOUSING AUTHORITY INSURANCE GROUP (HAI GROUP)**
- 2018-51 RESOLUTION AUTHORIZING THE EAST ORANGE HOUSING AUTHORITY TO TRANSFER THE PROPERTIES ON EATON PLACE AND AMHERST STREET TO EAST ORANGE HOUSING & COMMUNITY DEVELOPMENT CORPORATION FOR SINGLE FAMILY DEVELOPMENT FOR \$1.00 EACH**
- 2018-52 RESOLUTION AUTHORIZING THE SETTLEMENT OF THE CONDEMNATION ACTION ON PROPERTY LOCATED AT 114 AMHERST STREET BY AGREEING TO PAY TOTAL JUST COMPENSATION IN THE AMOUNT OF \$45,000.**

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-Chairperson W.G. Harris
Commissioner Wanda Watson
Commissioner Joshua Brown
Commissioner Walter Lewis Waters

ABSENT:

Commissioner Cassandra Chatman

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Elena Coley, Director of Operations
Ms. Yadira Duran, Esq., Legal Counsel
Mr. William Jones, Consultant (arrived 7:10 PM)

2. **MINUTES**

MOTION: Commissioner Harris moved to approve the minutes of the previous meeting in June of 2018. Commissioner Brown seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

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: Waters, Watson, Harris, Brown, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

4. VISITORS

Shawn Tyree, Vista Village, asked about the building being smoke free. He asked a neighbor to refrain from smoking and he has asthma.

5. PRESENTATION

Mr. Giampolo gave a presentation regarding the audit report.

6. 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.

EXECUTIVE DIRECTOR

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

LEGAL REPORT (Board Attorneys)

There was no report.

7. OLD BUSINESS

There was no Old Business.

8. NEW BUSINESS

There was no New Business.

9. RESOLUTIONS

2018-43 RESOLUTION BY THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE APPROVING, RATIFYING, AND AUTHORIZING (1) THE EXECUTIVE DIRECTOR TO EXECUTE AND DELIVER ALL CLOSING DOCUMENTS PERTAINING TO THE EAST ORANGE HOUSING AUTHORITY VISTA VILLAGE RAD TRANSACTION, AND (2) THE EXECUTIVE DIRECTOR TO TAKE SUCH OTHER ACTIONS AS THE EXECUTIVE DIRECTOR DEEMS NECESSARY TO CARRY OUT THIS RESOLUTION AND CLOSING

Commissioner Waters moved to approve.
Commissioner Shaw seconded.

Commissioner Brown asked if the Board will be informed regarding the decisions. The Resolution is not worded to ensure that.

ROLL CALL:

Ayes: Waters, Harris, Chatman (voted by phone),
Shaw.

Nays: None.

Abstentions: Brown, Watson.

The Resolution was approved 4-0-2.

**2018-44 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL
LIST FOR THE MONTH OF JULY AND AUGUST 2018**

Commissioner Waters moved to approve.

Commissioner Brown seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2018-45 RESOLUTION RATIFYING THE ATTENDANCE OF
COMMISSIONER WANDA WATSON AT LEO DAUWER'S
CONFERENCE FOR EXECUTIVE DIRECTOR/COMMISSIONER
PROFESSIONAL DEVELOPMENT PROGRAM ON MARTHA'S
VINEYARD IN EDGARTOWN, MA, SEPTEMBER 6-7, 2018**

Commissioner Waters moved to approve.

Commissioner Harris seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2018-46 RESOLUTION AUTHORIZING KASSEMA JONES AND
SHAUNDA SNYDER FOR ATTENDING ROCKY AHMA 36TH
ANNUAL CONFERENCE FOR LOW INCOME HOUSING TAX
CREDIT AND CERTIFICATION IN ST. LOUIS, MO,
SEPTEMBER 19-21, 2018**

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2018-47 RESOLUTION AUTHORIZING COMMISSIONER FREDERICK
SHAW, JR. AND COMMISSIONER W. G. HARRIS TO
ATTEND THE 2018 NAHRO NATIONAL CONFERENCE &
EXHIBITION IN ATLANTA, GA, OCTOBER 25-27, 2018**

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2018-48 RESOLUTION AUTHORIZING MR. WILBERT GILL AND MR.
PHILIP BRITTON TO ATTEND THE 2018 GOVERNOR'S
CONFERENCE ON HOUSING AND ECONOMIC DEVELOPMENT
IN ATLANTIC CITY, NJ, OCTOBER 1-3, 2018**

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2018-49 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO RENEW THE ANNUAL SUPPORT AGREEMENT WITH
TENMAST SOFTWARE IN AN AMOUNT OF \$33,996.80**

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2018-50 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO RENEW THE ANNUAL PROPERTY INSURANCE COVERAGE
WITH HOUSING AUTHORITY INSURANCE GROUP (HAI
GROUP)**

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

ROLL CALL:

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

The Resolution was approved 5-0-0.

**2018-51 RESOLUTION AUTHORIZING THE EAST ORANGE HOUSING
AUTHORITY TO TRANSFER THE PROPERTIES ON EATON
PLACE AND AMHERST STREET TO EAST ORANGE HOUSING
& COMMUNITY DEVELOPMENT CORPORATION FOR SINGLE
FAMILY DEVELOPMENT FOR \$1.00 EACH**

Commissioner Brown moved to approve. Commissioner Waters seconded.

Chairman Shaw asked how to vote if some of the Commissioners are on the non-profit board. After discussion the Resolution was tabled.

2018-52 RESOLUTION AUTHORIZING THE SETTLEMENT OF THE CONDEMNATION ACTION ON PROPERTY LOCATED AT 114 AMHERST STREET BY AGREEING TO PAY TOTAL JUST COMPENSATION IN THE AMOUNT OF \$45,000.

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

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

10. ADJOURNMENT

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

By unanimous acclamation, the meeting was adjourned at 8:57 PM.