

**MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON APRIL 14, 2020 AT ONLINE VIRTUAL MEETING.**

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

The meeting was called to order at 6:09 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

**ABSENT:**

Commissioner Joshua Brown

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Elena Coley, Director of Operations  
Mr. Phil Britton, Manager of Real Estate Dev.

**2. OPEN DISCUSSION**

Chairman Harris made a correction to the March 2020 minutes regarding changing the address to 70 South Burnett Street. Also on page 2, "relocatable" should be changed to "relocation".

Chairman Harris asked about check #10204 and #10205 regarding bulk waste removal. Ms. Coley said she spoke with someone at Public Works and was told the Authority must get rid of the waste by itself and use bulk dumpsters.

Commissioner Watson asked about check #10211

for Continental Life and Accident Insurance Premium. Mr. Gill responded it is for withdrawals from employee salaries to pay for the life insurance.

Chairman Harris asked about check #10215 and what was the consultation fee for. Mr. Gill responded it is for the monthly IT services.

Chairman Harris asked about check #10218 to PHADA. Mr. Gill responded there will be a refund.

Chairman Harris asked about #10221 regarding South Jersey Energy. Mr. Gill responded there's a coop group that does bulk purchases.

Chairman Harris asked about check #10232 for supplies. Mr. Gill responded it was for supplies for Covid-19 cleaning.

Chairman Harris asked about check #10258 for Home Depot. Mr. Gill responded it was for vanities for the renovations.

Chairman Harris asked about check #1420 Direct Energy Business. Mr. Gill responded it's for the consortium for energy.

Chairman Harris asked about the capital fund money in the Executive Director's Report. Mr. Gill responded that an electrical engineer was necessary to design the new system for two new boilers. Mr. Britton responded they created drawings for the bid process.

Chairman Harris asked about the HCV program and whether HUD was granting an allowance for the Section 8 voucher payments. Mr. Gill responded the issue is regarding the tenant portion of the payments.

Chairman Harris asked about the FSS graduation.

Ms. Coley responded the graduation did not take place because of Covid-19.

There was discussion regarding two employees who tested positive for Covid-19. Ms. Coley gave updates on the employees and what the Housing Authority is doing to insure a safe working environment.

Chairman Harris asked about Halsted Street construction. Mr. Britton explained that the financing is being pushed back.

Chairman Harris asked about the audit for Congregate Housing Services. Ms. Coley responded the audit has been put on hold because of Covid-19.

Commissioner Watson asked about the apartment at Vista Village, regarding damages and repairs. Mr. Gill explained the status of the repairs.

### **3. ADJOURNMENT**

Work Session adjourned at 6:59PM.

**REGULAR MEETING** OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON APRIL 14, 2020 VIA CONFERENCE CALL.

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting, via conference call, on the 14<sup>th</sup> day of April, 2020. Chairperson W.G. Harris called the meeting to order at 7:00 PM.

The Chairman stated that this meeting is being conducted on conformity with the Open Public Meeting Act. Due to the Covid-19 pandemic, in lieu of a regular live meeting, the April 14, 2020 Board of Commissioners meeting will be conducted by conference call. The meeting will begin promptly at 7:00 PM, dial-in number: 800-615-1516, access code: 6780250. The notice was posted on the EOHA website on Thursday, April 9, 2020.

**PRESENT:**

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

**ABSENT:**

Commissioner Joshua Brown

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Elena Coley, Director of Operations  
Mr. Phil Britton, Manager of Real Estate Dev.  
Ms. Duangrat Simpkins, Office Manager

**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, April 14, 2020, via conference call, for the purpose of acting upon:

**2020-16 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF MARCH 2020**

**2020-17 RESOLUTION AUTHORIZING THE ALLOCATION OF TWENTY-FIVE (25) PROJECT BASED VOUCHERS TO GENESIS COMPANIES, LLC, AN AFFILIATE OF 160 HALSTED ASSOCIATES URBAN RENEWAL, LLC FOR ITS HALSTED STREET SENIOR DEVELOPMENT EAST ORANGE, NJ**

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 Cassandra Chatman  
Commissioner Wanda Watson

**ABSENT:**

Commissioner Joshua Brown

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Elena Coley, Director of Operations  
Mr. Phil Britton, Manager of Real Estate Dev.  
Ms. Duangrat Simpkins, Office Manager

2. **MINUTES**

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

ROLL CALL:

Ayes: Chatman, Watson, Waters, Shaw, Harris.  
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 Chatman seconded. There were no questions.

ROLL CALL:

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

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

#### **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

Mr. Gill stated he is applying for an emergency grant from the State of New Jersey related to Covid-19 relief.

## 8. RESOLUTIONS

**2020-17 RESOLUTION AUTHORIZING THE ALLOCATION OF TWENTY-FIVE (25) PROJECT BASED VOUCHERS TO GENESIS COMPANIES, LLC, AN AFFILIATE OF 160 HALSTED ASSOCIATES URBAN RENEWAL, LLC FOR ITS HALSTED STREET SENIOR DEVELOPMENT EAST ORANGE, NJ**

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

Mr. Gill explained that 25 of the vouchers will be project based. An RFP was put out and Genesis will be the contractor.

ROLL CALL:

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

Nays: None.

Abstentions: None.



The Resolution was approved 5-0-0.

**9. ADJOURNMENT**

**MOTION:** Commissioner Waters moved to adjourn. Commissioner Chatman seconded. There were no questions. By unanimous acclamation, the meeting was adjourned at 7:45 PM.