

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JUNE 14, 2019 AT 7 GLENWOOD AVENUE, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:14 PM by Chairperson Harris. The Open Public Meeting Act was read by the Recording Secretary.

PRESENT:

Chairperson W.G. Harris
Commissioner Fred Shaw
Commissioner Cassandra Chatman
Commissioner Wanda Watson

ABSENT:

Commissioner Joshua Brown
Commissioner Walter Waters

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Operations Manager
Mr. Phil Britain, Manager of Real Estate Dev.
Ms. Yadira Duran, Esq., Legal Counsel

2. OPEN DISCUSSION

Chairman Harris asked about check #9607 and why is someone being reimbursed for Medicare. Mr. Gill explained it has to do with Social Security and withholding Part B payments.

Commissioner Harris asked about check #1126. Mr. Gill responded it was approved by the development partners.

Commissioner Watson asked about a boiler

maintenance contract. Mr. Gill responded there is no "contract", but there are a few contractors which can be called on.

Chairman Harris asked about the closing for the Halstead Street construction. Mr. Gill explained that the HUD review could hold up the process.

Chairman Harris asked why is the court tracking sheet full. Ms. Jones explained the process regarding how long it takes to litigate the cases.

Commissioner Watson asked about the Voluntary Conversion Program. Mr. Gill explained the program with the tenants.

3. ADJOURNMENT

Work Session adjourned at 6:59PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JUNE 11, 2019 AT 7 GLENWOOD 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 7 Glenwood Avenue, East Orange, New Jersey, on the 11th day of June, 2019, 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, 2018. 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, 2018. The notice was posted at the administrative office and the Authority's two public housing developments on December 24, 2018.

PRESENT:

Chairperson W.G. Harris
Commissioner Fred Shaw
Commissioner Cassandra Chatman
Commissioner Wanda Watson

ABSENT:

Vice-Chairman Walter Waters
Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Director of Operations
Mr. Phil Britain, Manager of Real Estate Dev.
Ms. Yadira Duran, 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 11, 2019, at 7:00 p.m. At 7 Glenwood Avenue, East Orange, New Jersey for the purpose of acting upon:

2019-18 RESOLUTION AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF MAY 2019

2019-19 RESOLUTION RATIFYING THE ATTENDANCE OF ELENA COLEY TO THE 2019 MAHRA & MARC NAHRO CONFERENCE & EXHIBITION IN NATIONAL HARBOR, MD, MAY 29-30, 2019

2019-20 RESOLUTION AWARDDING A CONTRACT TO HYMANSON, PARNES & GIAMPAOLO FOR PROFESSIONAL AUDITING SERVICES OF LOW INCOME PUBLIC HOUSING PROGRAM AND HOUSING CHOICE VOUCHER PROGRAM FOR THE FISCAL YEAR 2018 IN AN AMOUNT OF \$11,745.00

2019-21 RESOLUTION TO ADOPT NJ STATE DEPARTMENT OF HUMAN SERVICES STANDARDIZED BOARD RESOLUTION AND APPROVE THE 2019/2020 CONGREGATE HOUSING SERVICES GRANT SUBMISSION

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
Commissioner Fred Shaw
Commissioner Cassandra Chatman
Commissioner Wanda Watson

ABSENT:

Vice-Chairman Walter Waters
Commissioner Joshua Brown

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassem Jones, Director of Operations
Mr. Phil Britain, Manager of Real Estate Dev.
Ms. Yadira Duran, Esq., Legal Counsel

2. **MINUTES**

MOTION: Commissioner Watson moved to approve the minutes of the previous meeting in February of 2019. Commissioner Shaw seconded. There were no questions.

ROLL CALL:

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

The Resolution was approved 4-0-0.

3. **APPROVAL OF THE BILLS**

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

ROLL CALL:

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

The Resolution was approved 4-0-0.

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.

EXECUTIVE DIRECTOR

The report stood. Mr. Gill highlighted his report and answered questions from the Commissioners.

LEGAL REPORT (Board Attorneys)

There was no report.

6. OLD BUSINESS

There was no Old Business.

7. NEW BUSINESS

There was no New Business.

8. RESOLUTIONS

**2019-19 RESOLUTION RATIFYING THE ATTENDANCE OF ELENA
COLEY TO THE 2019 MAHRA & MARC NAHRO CONFERENCE
& EXHIBITION IN NATIONAL HARBOR, MD, MAY 29-30,
2019**

Commissioner Chatman moved to approve.

Commissioner Watson seconded. There were no questions.

ROLL CALL:

Ayes: Watson, Chatman, Shaw, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2019-20 RESOLUTION AWARDING A CONTRACT TO HYMANSON,
PARNES & GIAMPAOLO FOR PROFESSIONAL AUDITING
SERVICES OF LOW INCOME PUBLIC HOUSING PROGRAM
AND HOUSING CHOICE VOUCHER PROGRAM FOR THE
FISCAL YEAR 2018 IN AN AMOUNT OF \$11,745.00**

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

ROLL CALL:

Ayes: Watson, Chatman, Shaw, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

**2019-21 RESOLUTION TO ADOPT NJ STATE DEPARTMENT OF
HUMAN SERVICES STANDARDIZED BOARD RESOLUTION
AND APPROVE THE 2019/2020 CONGREGATE HOUSING
SERVICES GRANT SUBMISSION**

Commissioner Chatman moved to approve.
Commissioner Shaw seconded.

Commissioner Shaw asked how much the grant was for. Mr. Gill responded last year it was \$32,000 and this year it is \$51,000.

ROLL CALL:

Ayes: Watson, Chatman, Shaw, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 4-0-0.

10. ADJOURNMENT

MOTION: Commissioner Waters moved to adjourn.
Commissioner Watson seconded. There were no questions.
By unanimous acclamation, the meeting was adjourned at 7:50 PM.