

ITEM E

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
MARCH 28, 2018**

PLACE: Passaic City Hall
Council Chambers
330 Passaic Street
Passaic, New Jersey 07055

READING OF THE OPEN PUBLIC MEETINGS ACT:

As required by NJSA 10:4-6 et seq. known as the Open Public Meetings Act, notice of this meeting was provided in the following manner: On March 20, 2018 notice of this meeting specifying the date, time and location was transmitted to the Herald News and The Record and to the Clerk of the City of Passaic. Notice was also posted at all HACP sites.

PRESENT:

Beatrice Johnson, Commissioner
Alan Juszcyk, Commissioner
Angel LaBoy, Commissioner
Delmis G. Fernandez, Commissioner
Edwin Perez, Commissioner
L. Daniel Rodriguez, Commissioner
Ronald Van Rensalier, Commissioner

STAFF MEMBERS PRESENT:

Pamela Mitchell
Glenny Candelaria
Vincent Wynter
Barbara Rivera

Meeting opened at 6:02 p.m.

ROLL CALL:

On roll call: Commissioner Fernandez: Present; Commissioner Johnson: Present; Commissioner Juszcyk: Present; Commissioner LaBoy: Present; Commissioner Perez: Present; Commissioner Rodriguez: Present; Chairman Van Rensalier: Present.

REMARKS BY CITIZENS

The following was read: In accordance with the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.) The Housing Authority of the City of Passaic opens every public meeting for comments of

the public. Each person choosing to speak at the meetings will be limited to five minutes, to speak on any subject, on or off the agenda. All speakers must state their name and address for the record.

However, in accordance with N.J.S.A. 10:4-12 “nothing in this Act shall be construed to limit the discretion of a public body to permit, prohibit or regulate the active participation at any meeting”

Therefore, please be advised that the Housing Authority of the City of Passaic will not entertain any comments from persons who communicate obscene material, make statements which are considered bias intimidation in which a person intends to intimidate any individual or group because of race, color, religion, gender, handicap, sexual orientation or ethnicity or makes comments intending to harass or speak in any offensive language. The person who makes these statements will relinquish their allotted five minutes for public discussion. Any person who persists in speaking out of turn, or interrupts the peace and order of the meeting will be escorted off the premises.

Germaine Gibson, 231 Sherman Street, Passaic, NJ

- Thanked the youth
- Thanked Sydney Lalla who donated books to the Alfred Speer Village Tutorial program.

APPROVAL OF MINUTES

APPROVAL OF MINUTES OF THE FEBRUARY 14, 2018 BOARD OF COMMISSIONERS' MEETING

A motion was made by Commissioner LaBoy and seconded by Commissioner Rodriguez to approve the minutes as presented.

On roll call vote: Commissioner Fernandez: Aye; Commissioner Johnson: Aye; Commissioner Juszcyk: Aye; Commissioner LaBoy: Aye; Commissioner Perez: Aye; Commissioner Rodriguez: Aye; Chairman Van Rensalier: Aye.

ACTION: MINUTES FOR FEBRUARY 14, 2018 BOARD MEETING APPROVED.

RESOLUTIONS

CHAIRMAN VAN RENSALIER STATED THAT ANY MEMBER OF THE BOARD MAY REQUEST THAT ANY ITEM BE REMOVED FROM THE CONSENT AGENDA AND BE CONSIDERED SEPARATELY. ALL REMAINING ITEMS WILL BE CONSIDERED TOGETHER.

Commissioner LaBoy requested resolution 2018-1 to be considered separately

Commissioner Juszcyk requested resolution 2018-1 AND 1 to be considered separately.

- 2018-12 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF FEBRUARY 14, 2018 THROUGH MARCH 16, 2018.
- 2018-13 RESOLUTION APPROVING AN ADDENDUM TO THE DRESS CODE POLICY IN THE PERSONNEL POLICIES AND PROCEDURES MANUAL AND EMPLOYEE HANDBOOK AND THE PURCHASE OF UNIFORMS IN AN AMOUNT NOT TO EXCEED FIVE THOUSAND DOLLARS (\$5,000.00).
- 2018-14 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL BY COMMISSIONER EDWIN PEREZ FOR THE PURPOSE OF COMPLETING COURSES MANDATED BY THE STATE OF NEW JERSEY.
- 2018-18 RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC ADOPTING SMALL AREA FAIR MARKET RENTS, NO CHANGE IN THE ADMINISTRATIVE PLAN AND ACKNOWLEDGING THE PHASE.
- 2018-19 RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AUTHORIZING AWARD OF A CONTRACT TO THE SPECTRUM COMPANIES FOR TAX CREDIT TENANT FILE REVIEW.

A motion was made by Commissioner LaBoy and seconded by Commissioner Perez to approve Resolutions 2018-12, 2018-13, 2018-14, 2018-18 and 2018-19.

On roll call vote: Commissioner Fernandez: Aye; Commissioner Johnson: Aye; Commissioner Juszcyk: Aye; Commissioner LaBoy: Aye; Commissioner Perez: Aye; Commissioner Rodriguez: Aye; Chairman Van Rensalier: Aye.

MOTION: RESOLUTIONS 2018-12, 2018-13, 2018-14, 2018-18 AND 2018-19 APPROVED.

- 2018-15 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL TO AND FROM ATLANTIC CITY, NEW JERSEY BY TWO (2) COMMISSIONERS AND TWO (2) HACP STAFF MEMBERS TO ATTEND THE 2018 NJNAHRO SPRING CONFERENCE & TRADE SHOW ON MAY 21-23, 2018.

A motion was made by Commissioner LaBoy and seconded by Commissioner Fernandez to approve Resolution 2018-15.



On roll call vote: Commissioner Fernandez: Aye; Commissioner Johnson: Aye; Commissioner Juszcyk: Abstained; Commissioner LaBoy: Aye; Commissioner Perez: Aye; Commissioner Rodriguez: Aye; Chairman Van Rensalier: Aye.

MOTION: RESOLUTION 2018-15 APPROVED.

2018-10 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL BY
PROCUREMENT AND CONTRACTS MANAGER ROBERT SFORZA FOR
THE PURPOSE OF COMPLETING COURSES MANDATED BY THE STATE
OF NEW JERSEY IN ORDER TO RENEW HIS QUALIFIED PURCHASING
AGENT (QPA) CERTIFICATION.

A motion was made by Commissioner Rodriguez and seconded by Commissioner Van Rensalier to
approve Resolutions 2018-10.

- Commissioner Juszcyk asked where was the venue for the May 11 Ethics course. Acting Director
Mitchell replied Atlantic City. Commissioner Juszcyk asked if all the trainings were taking place
in Atlantic City. Acting Director Mitchell replied that two were in South Jersey.

On roll call vote: Commissioner Johnson: Aye; Commissioner Juszcyk: Aye; Commissioner LaBoy: Aye;
Commissioner Rodriguez: Aye; Commissioner Fernandez: Aye; Commissioner Perez: Aye;
Commissioner Van Rensalier: Aye.

MOTION: RESOLUTION 2018-10 APPROVED.

2018-11 RESOLUTION AUTHORIZING PURCHASE ORDER TO W.B. MASON IN
AN AMOUNT NOT TO EXCEED SEVEN THOUSAND SIX HUNDRED
DOLLARS (\$7,600.00).

A motion was made by Commissioner LaBoy and seconded by Commissioner Rodriguez to approve
Resolutions 2018-11.

Commissioner Juszcyk: When I was purchasing supplies for Passaic County, I often used state
contractors but sometimes-local contractors often had better price. I was wondering if any local
contractors or any chains such as Staples or Allied Office Supplies were approached

HCV Director Joanna Lara replied that WB Mason did their previous renovation project and the
Authority wanted to replicate the work done for the new area.

On roll call vote: Commissioner Johnson: Aye; Commissioner Juszcyk: Aye; Commissioner LaBoy: Aye;
Commissioner Rodriguez: Aye; Commissioner Fernandez: Aye; Commissioner Perez: Aye;
Commissioner Van Rensalier: Aye.

MOTION: RESOLUTION 2018-11 APPROVED.

CORRESPONDENCE

Submitted.

Commissioner LaBoy: Bill Snyder (Execu-Tech) gave his report. He presented about how we would go
forward with Speer Village and he gave three possible options. As I looked and as I am receiving

information from NAHRO about what's going on and how monies is being taken away from the managing of the properties and more and more that the money is going in the direction of RAD. To me as I saw it, he was recommending B, which was how we are going to go forward with RAD. The other choice he gave was to return the money.... NAHRO has a lot of information on those things... more money is going towards RAD I do not see how we can go in any other direction.

Commissioner Van Rensalier: That is going to require a lot of debate and us doing a lot of work in conjunction with the City. It is going to be a very difficult decision for this Board to contemplate. I am looking forward to working with the rest of the Board so that we can do what is best - in the interest of the residents and the City.

Commissioner LaBoy stated that he submitted a report for the last conference he attended, but has not been presented to the Board.

EXECUTIVE DIRECTOR'S REPORT

Submitted.

COMMITTEE REPORT

None submitted.

TREASURER'S REPORT/ DIRECTOR OF FINANCE REPORT

Submitted.

DIRECTOR OF HOUSING CHOICE VOUCHER PROGRAM'S REPOT

Submitted.

DIRECTOR OF RESIDENT SERVICE'S REPORT

Submitted.

PASSAIC AFFORDABLE HOUSING COALITION REPORT

Submitted.

Commissioner Juszcyk asked when the report was submitted to the Authority. Acting Director Mitchell replied on Monday.

OLD BUSINESS

- Commissioner Laboy stated that he submitted a report for the last conference he attended, but has not been presented to the Board.

NEW BUSINESS

- Commissioner Van Rensalier read plaque for former Commissioner Henry Navarro, who was unable to attend the Board meeting. *Presented to Henry Navarro, Commissioner, in recognition and appreciation for your many years of dedicated and committed service to the Passaic Housing Authority's residents and staff as Commissioner May 2012 through January 2018 Best wishes HACP Board of Commissioners February 14, 2018.*

- Commissioner Juszcyk: we are experiencing in New Jersey and probably in other states, a bad flu season and I urge the residents and staff to really be on guard for this and the Executive Director could emphasize with the maintenance people to make sure that everything is thoroughly clean so we don't have any incidents with staff or residents. I think is prudent that we do this.
- Commissioner Van Rensalier requested the Authority in addition to water provide hand sanitizer at the meeting.
- Commissioner Rodriguez: I would first like to start-off by publicly going on record and thanking Commissioner Navarro for all that, he did. He was one of the commissioners when I first came on as commissioner; he took me under his wing and showed me a wealth of knowledge. I just wanted to publicly thank him for that. Secondly, I would like to thank all the commissioners for voting me in as the vice chair... I also would like to wish everyone a happy Valentine's Day.
- JJ asked who was in charge of OPRA requests. Acting Director replied Barbara Rivera.
- Commissioner Juszcyk welcome Barbara Rivera.

ADJOURNMENT

6: 29 p.m.

Respectfully submitted,



Pamela Mitchell

Acting Executive Director/Secretary