

ITEM D

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
DECEMBER 15, 2021**

PLACE: Via Zoom Virtual Conference Call (Due to Covid19 Pandemic)
Passaic, New Jersey 07055

READING OF THE OPEN PUBLIC MEETINGS ACT:

As required by N.J.S.A. 10:4-6 et seq. known as the Open Public Meetings Act, the Housing Authority of Passaic is conducting this meeting via Zoom Meeting due to the Covid19 Pandemic to be held at 6:00 p.m. in accordance with Chapter 11 of the Public Laws of 2020. Adequate notice has been given to the Herald News, placed on the Authority website and distributed to all applicable parties.

COMMISSIONERS - PRESENT: Alan Juszcyk
Delmis Fernandez
Diane McNair
Henry Navarro
L. Daniel Rodriguez

ABSENT: null

ATTORNEY PRESENT: Eric M. Bernstein, Esq.

STAFF MEMBERS PRESENT: Jocelyn Aguilar (Passaic Affordable Housing Coalition)
Joann Arroyo
Hahsaan Battle
Glenny Candelaria
Lismarie Guerrero
Pamela Mitchell
Vincent Wynter

Meeting opened at 5:02 p.m.

Mr. Bernstein reads a letter of resignation from Commissioner Johnson.

ROLL CALL:

Commissioner Juszcyk: Present; Commissioner Fernandez: Present; Commissioner McNair: Present; Commissioner Navarro: Present; Chairman Rodriguez: Present.

ELECTION OF OFFICERS CONDUCTED BY ERIC M. BERNSTEIN

Nominations for Chairman for 2022

Commissioner Fernandez nominated Commissioner L. Daniel Rodriguez for Chairman. Commissioner McNair seconded the nomination.

A motion was made by Commissioner McNair, seconded by Commissioner Fernandez to close nominations for Chairman.

No other nominations.

On roll call vote: Commissioner Juszcyk: Abstain; Commissioner Fernandez: Aye; Commissioner McNair: Aye; Commissioner Navarro: Aye; Chairman Rodriguez: Aye.

Election goes to Chairman L. Daniel Rodriguez.

Nominations for Vice Chairman for 2022

Commissioner Navarro nominated Commissioner Delmis Fernandez for Vice Chairman. Commissioner McNair seconded the nomination.

On roll call vote: Commissioner Juszcyk: Abstain; Commissioner Fernandez: Aye; Commissioner McNair: Aye; Commissioner Navarro: Aye; Chairman Rodriguez: Aye.

Election goes to Commissioner Fernandez.

Nominations for Treasurer for 2022

Commissioner McNair nominated Commissioner Henry Navarro for Treasurer.

Commissioner Fernandez seconded the nomination.

No other nominations.

On roll call vote: Commissioner Juszcyk: Abstain; Commissioner Fernandez: Aye; Commissioner McNair: Aye; Commissioner Navarro: Aye; Chairman Rodriguez: Aye.

Election goes to Commissioner Navarro.

SWEARING IN OF VREELAND VILLAGE COMMUNITY ASSOCIATION

APPROVAL OF MINUTES

APPROVAL OF MINUTES OF THE OCTOBER 20, 2021 BOARD OF COMMISSIONERS' MEETING

A motion was made by Commissioner Fernandez, seconded by Commissioner Navarro to approve the minutes of the October 20, 2021 Board of Commissioners' meeting.

On roll call vote: Commissioner Juszcyk: Aye; Commissioner Fernandez: Aye; Commissioner McNair: Aye; Commissioner Navarro: Aye; Chairman Rodriguez: Aye.

MOTION: MINUTES FOR THE OCTOBER 20, 2021 BOARD OF COMMISSIONERS' MEETING APPROVED.

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 from 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.

Due to Covid19, members of the public who had questions or comments were asked to submit them in writing to the administrative office located at 52 Aspen Place or send them via email to the Executive Director at boardmeeting@passaichousing.org before the close of business day at 4:00 pm Tuesday, December 14, 2021.

Director Mitchell: We have one citizen comment.

- 1.) Brianna Combs – 203 Sixth St. Apt. 3D:** Lately there has been an enormous number a vehicles parking in the lots without stickers. When you contact the police department they either don't show or when they do show, they flash their flashlights in the window and go about their business. I haven't seen them write any tickets nor have the vehicles been towed. Also, the drug transactions behind buildings 200 and 201 have gotten out of hand. There's traffic in and out at all times. Nothing is being done. When I leave for work early in the morning, I'm scared to walk out of my building because of the crackheads lurking there. On top of that, when I come home in the evening there is no parking because of these vehicles parking there with no stickers. Something needs to be done as soon as possible.

- Chairman Rodriguez: We will continue working with our police department to make sure that we secure those things. As far as parking, we're going to be meeting about that. We need to come up with ideas and solutions over the parking situation.

A motion was made by Commissioner McNair, seconded by Commissioner Juszczuk, to close the *Remarks by Citizens* portion of the meeting.

On roll call vote: Commissioner Juszczuk: Aye; Commissioner Fernandez: Aye; Commissioner McNair: Aye; Commissioner Navarro: Aye; Chairman Rodriguez: Aye.

RESOLUTIONS

THE FOLLOWING ITEMS WILL BE CONSIDERED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AS CONSENT AGENDA ITEMS. 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.

CHAIRMAN RODRIGUEZ ASKS IF THERE ARE ANY RESOLUTIONS ANY COMMISSIONER WOULD LIKE TO CONSIDER SEPARATELY.

Commissioner Juszczak asked that Resolution 2021-78 be considered separately.

CONSENT AGENDA:

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| 2021-79 | RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC APPROVING REGULAR PUBLIC MEETINGS FOR THE YEAR 2022 |
| 2021-80 | RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC APPROVING HOLIDAYS FOR THE YEAR 2022 |
| 2021-81 | RESOLUTION APPROVING (5.9%) SALARY INCREASES FOR NON-UNION EMPLOYEES FOR FISCAL YEAR 2022 |
| 2021-82 | RESOLUTION AUTHORIZING EXTENSION UNTIL MARCH 31, 2022 OF PART-TIME ADMINISTRATIVE STAFF PERSON FOR THE EXECUTIVE DIRECTOR |
| 2021-83 | RESOLUTION APPOINTING A FUND COMMISSIONER TO THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND |
| 2021-84 | RESOLUTION AUTHORIZING THE RENEWAL OF THE MEMBERSHIP IN THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND |
| 2021-85 | RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AUTHORIZING REJECTION OF TWO (2) BIDS RECEIVED FOR ELEVATOR UPGRADES AT NJ13-1-901 ALFRED SPEER VILLAGE |
| 2021-86 | RESOLUTION AUTHORIZING REJECTION OF TWO (2) BIDS FOR INSTALLATION AND MONITORING OF WIRELESS MEDICAL ALERT SYSTEM AT THE SENIOR SITES |
| 2021-87 | RESOLUTION APPROVING PROPOSED REVISIONS TO THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP) |
| 2021-88 | RESOLUTION AUTHORIZING THE PROPOSED CHANGES TO THE ADMINISTRATIVE PLAN (ADMIN PLAN) |

- 2021-89 RESOLUTION AUTHORIZING CONTACT TO R.D. SALES DOOR AND HARDWARE, LLC FOR THE REPAIR AND REPLACEMENT OF BUILDING ENTRANCE DOOR AND LOCKS BASED ON THE ANALYSIS COMPLETED AT VREELAND VILLAGE IN AN AMOUNT NOT TO EXCEED TWENTY-THREE THOUSAND THREE HUNDRED FORTY DOLLARS (\$23,340.00)
- 2021-90 RESOLUTION AUTHORIZING AWARD OF A SERVICE MAINTENANCE CONTRACT TO METRIC PLUMBING AND HEATING INC. FOR MONTHLY AO SMITH TANKLESS DHW AT VREELAND VILLAGE FOR A PERIOD OF TWELVE (12) MONTHS NOT TO EXCEED FIFTEEN THOUSAND EIGHT HUNDRED DOLLARS AND NO CENTS (\$15,800.00) NO TO INCLUDE ADDITIONAL HOURLY CHARGES THAT MAY OCCUR OUTSIDE OF THE CONTRACT

A motion was made by Commissioner Navarro, seconded by Commissioner Fernandez, to approve all Resolutions on the Consent Agenda.

On roll call vote: Commissioner Juszcyk: Aye; Commissioner Fernandez: Aye; Commissioner McNair: Aye; Commissioner Navarro: Aye; Chairman Rodriguez: Aye.

MOTION: RESOLUTIONS 2021-79, 2021-80, 2021-81, 2021-82, 2021-83, 2021-84 and 2021-85, 2021-87, 2021-88, 2021-89 and 2021-90 APPROVED.

- 2021-78 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF OCTOBER 18, 2021 THROUGH DECEMBER 13, 2021.

A motion was made by Commissioner McNair seconded by Commissioner Juszcyk, to approve Resolution 2021-78.

Commissioner Juszcyk: I separated this resolution so that any commissioners with a relationship with any vendor on the Accounts Payable could abstain on voting for that vendor.

On roll call vote: Commissioner Juszcyk: Aye; Commissioner Fernandez: Aye; Commissioner McNair: Aye; Commissioner Navarro: Aye; Chairman Rodriguez: Aye (Abstain on PVWC).

CORRESPONDENCE

- *Commissioner Juszcyk: In the packet, there were two outlines of agendas from the Atlantic City Conference. One says 'Leadership Training Workshop' and the other says 'Clean Energy: Dealing with Infestation'. Where those presented by yourself (Chairman Rodriguez) or Commissioner McNair?*
- *Chairman Rodriguez: It was not included by me.*
- *Commissioner McNair: They were included by me. I forgot to sign them.*
- *Commissioner Juszcyk: Would you please be able to also write something up like Chairman Rodriguez did on your personal view of the conference? He had a well thought out dissertation on it.*
- *Commissioner McNair: Sure, why not.*

COMMITTEE REPORTS

Submitted.

- *Chairman Rodriguez: As far as the Personnel Committee, I am the Chair of that. We have been discussing is making sure that our staff is compensated across the board as well as other agencies. I asked Director Mitchell to look into that and work with the staff to make sure that the individuals that we're hiring are someone that are going to stay and experience in order to move the Housing forward. Also looking at the organizational of the entire Housing Authority.*

RESIDENT COUNCIL REPORTS

Submitted.

EXECUTIVE DIRECTOR'S REPORT

Submitted.

TREASURER'S REPORT/ DIRECTOR OF FINANCE REPORT

Submitted.

DIRECTOR OF HOUSING CHOICE VOUCHER PROGRAM'S REPORT

Submitted.

DIRECTOR OF RESIDENT SERVICES' REPORT

Submitted.

PROPERTY MANAGEMENT REPORT

Submitted.

PUBLIC SAFETY LIAISON'S REPORT

Submitted.

OLD BUSINESS

None.

NEW BUSINESS:

- *Commissioner Juszcyk: I want to with Beatrice Johnson best wishes and good luck in Bergen County. I'd like to thank her for her years of service since 2005 to the Housing Authority. I was pleased to honor her mother by voting along with the other commissioners to name the complex after her. Also, since the Chairman has been re-elected another year I'd like to go on the record asking to have myself be put on the Personnel Committee this year. This is the third consecutive year I have requested that. Hopefully that will come into fruition this coming year. If you can please keep that in mind, Mr. Chairman.*

- *Chairman Rodriguez: When I heard that Commissioner Johnson was coming off, it was hard because Beatrice was someone who was an advocate for the residents. When I came on board she was someone who embraced me and took me in. I learned a lot from her. I'm going to miss her on this Board. This year we will have the Ceremony for Ms. Katie Johnson. Hopefully the*

pandemic doesn't get worse. I also want to take the opportunity to wish everyone happy holidays and a happy and prosperous new year.

A motion was made by Commissioner Juszczuk, seconded by Commissioner McNair, to adjourn the meeting.

ADJOURNMENT

5:37 p.m.

Respectfully submitted,

Pamela Mitchell
Executive Director/Secretary