

ITEM D

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
July 21, 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
Beatrice Johnson
Diane McNair
Henry Navarro
L. Daniel Rodriguez

ABSENT: null

ATTORNEYS PRESENT: Eric M. Bernstein, Esq.

PUBLIC SAFETY LIAISON: Darryl Smoot

STAFF MEMBERS PRESENT: Joann Arroyo
Leidy Brito
Glenny Candelaria
Lismarie Guerrero
Joanna Lara
Pamela Mitchell
Natasha Pearson
Vincent Wynter

Meeting opened at 6:07 p.m.

ROLL CALL: Commissioner Juszcyk: Present; Commissioner Johnson: Present; Commissioner Fernandez: Present; Commissioner McNair: Present; Commissioner Navarro: Present; Chairman Rodriguez: 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 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, July 20, 2021.

Executive Director Mitchell: There is one from Angelica Grullon.

1.) Angelica Grullon – 220 Sixth St. Apt. 3D: My apartment entry door has not been replaced. It has been almost 3 months. I have been told several times that the door has been ordered. At this point I have found my complaints to be useless because nothing gets done. Management was quick to give me a fine, but not quick enough to fix things. Let’s talk about the entrance door to the buildings. I’m pretty sure if they monitor the building, they can see who keeps damaging both the entrance doors. I don’t know what it is with 220 Sixth Street; that building always gets ignored. The doorbells work to buzz people in but you still have to yell out the window to find out who it is because the intercom is not working.

Executive Director Mitchell: Just so you know, the manager is aware and she is addressing the tenant’s apartment door.

Chairman Rodriguez: When was this submitted?

Executive Director Mitchell: This was submitted the end of June. It was actually submitted, in error, for my agency plan meeting. I reached out to the tenant and let her know that was not the appropriate meeting for that.

Chairman Rodriguez: Since June, it has been addressed? Not just the concern with her own apartment, but the concern with the building? Can we follow up and send something to the commissioners? We want to make sure these issues are being addressed.

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

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

APPROVAL OF MINUTES

APPROVAL OF MINUTES OF THE JUNE 16, 2021 BOARD OF COMMISSIONERS' MEETING.

A motion was made by Commissioner Fernandez, seconded by Commissioner McNair, to approve the minutes of the June 16, 2021 Board of Commissioners' Meeting.

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

MOTION: MINUTES OF THE JUNE 16, 2021 BOARD OF COMMISSIONERS' MEETING APPROVED

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 Juszcyk asked that Resolution 2021-40 be considered separately.

CONSENT AGENDA:

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| 2021-41 | RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AUTHORIZING AWARD OF A CONTRACT TO D & L PAVING CONTRACTORS INC FOR ASPHALT PAVING AND CONCRETE SIDEWALK IMPROVEMENTS AT ALFRED SPEER VILLAGE FOR A TOTAL AMOUNT NOT TO EXCEED ONE HUNDRED NINETY-EIGHT THOUSAND EIGHT HUNDRED FIFTY DOLLARS (\$198,850.00) |
| 2021-42 | RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT TO BUG ELIMINATOR AND SON PEST CONTROL LLC FOR BED BUG INSPECTION AND EXTERMINATION ON DEMAND AT ALL AUTHORITY SITES IN AN AMOUNT OF \$30,000.00 EACH YEAR FOR A PERIOD OF TWO (2) YEARS |

- 2021-43 RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO EFA RENTAL RESOURCES FOR HQS SUPERVISORY INSPECTION SERVICES FOR THE HOUSING CHOICE VOUCHER PROGRAM (HCV) FOR A PERIOD OF ONE (1) YEAR NOT TO EXCEED TWENTY THOUSAND DOLLARS (\$20,000.00)
- 2021-44 RESOLUTION AUTHORIZING AWARD OF A TWELVE (12) MONTH CONTRACT TO EFA RENTAL RESOURCES FOR HOUSING QUALITY STANDARD INSPECTION SERVICES FOR HACP RAD/PBV/LIHTC PROPERTIES NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00)
- 2021-45 RESOLUTION AUTHORIZING APPROVAL FOR ATTENDANCE AT A THREE-DAY VIRTUAL TRAINING MODULE BY THREE STAFF MEMBERS SPONSORED BY E&A TEAM ENTITLED “EVERYTHING AND ANYTHING LIHTC COMPLIANCE TRAINING WITH OPTIONAL ONLINE PROCTORED HCCP EXAM AND REVIEW SESSION” ON SEPTEMBER 7-9, 2021
- 2021-46 RESOLUTION AUTHORIZING APPROVAL FOR ATTENDANCE AT A NINETY (90) MINUTE VIRTUAL TRAINING MODULE BY TWO STAFF MEMBERS SPONSORED BY COMPLIANCE PRIME ENTITLED “THE EIV INCOME DISCREPANCIES” ON AUGUST 19, 2021
- 2021-47 RESOLUTION ADOPTING THE MEMORANDUM OF UNDERSTANDING (MOU) FOR FIFTY-FIVE (55) EMERGENCY HOUSING VOUCHERS (EHV) ACCEPTED FROM HOUSING AND URBAN DEVELOPMENT (HUD)
- 2021-48 RESOLUTION AUTHORIZING THE HIRING OF A TENANT INTERVIEWER
- 2021-49 RESOLUTION APPROVING AN SHORT-TERM EXTENSION TO THE EXISTING CONTRACT FOR NICKLE ELECTRIC FOR ELECTRICAL MAINTENANCE AND SERVICES TO ALL HACP PROPERTIES NO TO EXCEED THE BID THRESHOLD OF SEVENTEEN THOUSAND FIVE HUNDRED DOLLARS (\$17,500.00)

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

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

MOTION: RESOLUTIONS 2021-41, 2021-42, 2021-43, 2021-44, 2021-45, 2021-46, 2021-47, 2021-48 AND 2021-49 APPROVED.

2021-40 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF
JUNE 14, 2021 THROUGH JULY 16, 2021.

A motion was made by Commissioner McNair, seconded by Commissioner Fernandez, to approve Resolution 2021-40.

- *Commissioner Juszcyk: I separated this resolution so that any commissioners with a relationship with any vendor on the Accounts Payable could abstain on payment to said vendor.*

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

MOTION: RESOLUTION 2021-40 APPROVED.

CORRESPONDENCE

Submitted.

COMMITTEE REPORTS

Submitted.

Chairman Rodriguez: The Personnel Committee met yesterday. We're looking at the Agency to see what the needs are of the Agency. We're looking to fill any positions that are still empty. We're looking at the Organizational Chart and any needs that may come up in the future.

RESIDENT COUNCIL REPORTS

Submitted.

EXECUTIVE DIRECTOR'S REPORT

Submitted.

TREASURER'S REPORT

Submitted.

DIRECTOR OF FINANCE REPORT

Submitted.

DIRECTOR OF HOUSING ADMINISTRATION REPORT

Submitted.

DIRECTOR OF RESIDENT SERVICES REPORT

Submitted.

PROPERTY MANAGEMENT REPORT – PAHC

Submitted.

PROPERTY MANAGEMENT REPORT – AMP1

Submitted.

PROPERTY MANAGEMENT REPORT – PSH LLC

Submitted.

PUBLIC SAFETY LIAISON REPORT

Submitted.

OLD BUSINESS

None.

NEW BUSINESS:

- Commissioner Johnson: Once again I'd like to thank everybody for their cards, calls, texts for my mother. The landscaping was taken care of. Can something be sent to the residents regarding the laundromat? I know I mentioned that to Leidy.

- Executive Director Mitchell: Wednesday, July 28th, all the offices will be closed in the morning because the staff will be attending sensibility training from 8:30 – 11:30. Normally, that would have been an all-day affair. We usually do in Council Chambers, but they have minimized it.

-Chairman Rodriguez: We are looking at every possibility to improve the quality of life at the Passaic Housing Authority. Not at just one site, but all sites. If there's training that's needed, it will occur. Our residents is a priority. Just doing the bare minimum is no longer going to be accepted by this Board. Director Mitchell has the support of the Board and we will continue to fight for the quality of life for our residents.

A motion was made by Commissioner Juszcyk, seconded by Commissioner Navarro, to adjourn the meeting.

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

ADJOURNMENT

6:25 p.m.

Respectfully submitted,

Pamela Mitchell

Executive Director