

ITEM D

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
January 26, 2022**

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 – arrived at 6:21 p.m.
L. Daniel Rodriguez

ABSENT: null

ATTORNEYS PRESENT: Eric M. Bernstein, Esq.

STAFF MEMBERS PRESENT: Jocelyn Aguilar
Joann Arroyo
Glenny Candelaria
Lismarie Guerrero
Nataly Hernandez
Joanna Lara
Pamela Mitchell
Natasha Pearson
Daryl Smoot
Vincent Wynter

Meeting opened at 6:08 p.m.

ROLL CALL: Commissioner Juszcyk: Present; Commissioner Fernandez: Present;
Commissioner McNair: Present; Commissioner Navarro: Absent; Chairman Rodriguez: Present.

APPROVAL OF MINUTES

APPROVAL OF MINUTES OF THE DECEMBER 15, 2021 BOARD OF COMMISSIONERS' MEETING.

A motion was made by Commissioner McNair, seconded by Commissioner Fernandez, to approve the minutes of the December 15, 2021 Board of Commissioners' Meeting.

On roll call vote: Commissioner Jusczyk: Aye with correction on page 6 under new business should say "wish" not "with"; Commissioner Fernandez: Aye; Commissioner McNair: Aye; Commissioner Navarro: Absent; Chairman Rodriguez: Aye.

MOTION: MINUTES OF THE DECEMBER 15, 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, January 18, 2021.

Executive Director Mitchell: We have no comments.

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

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

EXECUTIVE SESSION:

Mr. Bernstein: Mr. Chairman, I'm going to ask for an Executive Session following the end of this meeting on attorney-client privilege in negotiations of collective bargaining.

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 2022-01 and 2022-05 be considered separately.

CONSENT AGENDA:

- 2022-02 RESOLUTION CERTIFYING INFORMATION TO BE SUBMITTED TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) FOR FISCAL YEAR ENDING DECEMBER 31, 2021
- 2022-03 RESOLUTION REQUESTING APPROVAL TO ATTEND COURSES FOR TRAINING ON PUBLIC PURCHASING MODULES BY AT LEAST THREE ADMINISTRATIVE PERSONNEL OFFERED BY THE CENTER FOR GOVERNMENT SERVICES AT RUTGERS CONTINUING STUDIES FOR LOCAL PROCUREMENT AND CONTRACT LAW
- 2022-04 RESOLUTION AUTHORIZING THE SOLICITATION OF A CONSULTING FIRM FOR THE HOUSING AUTHORITY OF THE CITY OF PASSAIC TO PERFORM COMPARABLE STUDY ON EMPLOYEE POSITIONS, SALARIES AND SOME PROCESSES
- 2022-06 RESOLUTION AUTHORIZING THE CREATION OF AN OPERATIONS ADMINISTRATOR WITH QPA CERTIFICATION POSITION FOR ADVERTISEMENT TO HIRE AND FILL POSITION
- 2022-07 RESOLUTION CONFIRMING THE HIRE OF A PART-TIME CUSTODIAN (NON-UNION) FOR THE ADMINISTRATIVE OFFICE
- 2022-08 RESOLUTION AUTHORIZING THE HIRE OF A PERMANENT ADMINISTRATIVE ASSISTANT STAFF PERSON FOR THE EXECUTIVE DIRECTOR

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

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

MOTION: RESOLUTIONS 2022-02, 2022-03, 2022-04, 2022-06, 2022-07 AND 2022-08 APPROVED.

2022-01 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF
DECEMBER 13, 2021 THROUGH JANUARY 21, 2022

A motion was made by Commissioner Fernandez, seconded by Commissioner McNair, to approve Resolution 2022-01.

- *Commissioner Juszcyk: Ordinarily I'd be separating this resolution so that any commissioner with a relationship with any of the accounts payable can abstain on payment to such body. But Commissioner Navarro hasn't appeared yet, right?*

- *Chairman Rodriguez: No.*

- *Commissioner Juszcyk: Unless we have four votes, Passaic Valley Water Commission won't get paid and I have reservations about not paying the employees of the Passaic Valley Water Commission. I know that they're depending on their salaries so I'm not going to make that stipulation on this month's meeting on that resolution.*

- *Chairman Rodriguez: Mr. Bernstein, because of the Passaic Valley Water Commission, I am an employee and am in no way directive of the services provided to the Water Commission besides being an employee. Is it acceptable for me to vote 'yes'? I usually abstain for the simple of perception.*

- *Mr. Bernstein: Mr. Wynter/Ms. Mitchell, I don't have my bylaws in front of me. Do four votes require for a bills of claims list to be approved, or would three suffice?*

Commissioner Navarro joins meeting at 6:21 pm.

- *Mr. Wynter: With regards to that bill, that bill has already been paid. It would be just confirming the payment for that. The bylaws, as far as I know, doesn't preclude the commissioner voting.*

- *Mr. Bernstein: The question is whether or not we need four votes to pass the bills of claims list.*

- *Mr. Wynter: Yes, every resolution has to be passed by majority and that is included.*

- *Commissioner Juszcyk: Ok, Navarro is on now, right?*

- *Mr. Bernstein: Yes, he is.*

- *Commissioner Juszcyk: Ok, so then I'll put my stipulation on so that Chairman Rodriguez can abstain.*

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

MOTION: RESOLUTION 2022-01 APPROVED.

2022-05 RESOLUTION APPROVING AN AGREEMENT BETWEEN THE HOUSING
AUTHORITY OF THE CITY OF PASSAIC AND HUMAN EDGE, INC. TO
PARTICIPATE IN OFFERING TEMPORARY EMPLOYMENT
OPPORTUNITIES

A motion was made by Commissioner Fernandez, seconded by Commissioner Rodriguez, to approve Resolution 2022-05.

- *Commissioner Juszcyk: I separated this resolution to ask two questions. What other housing authorities did Human Edge work with? How many potential employees would be included in this resolution?*

- *Executive Director Mitchell: There's one housing authority that I can confirm at this time.*

- *Chairman Rodriguez: I can answer the second question. Director Mitchell asked for that be a resolution just to cover in case there are some shorthanded entry-level positions. Such as if we're short a receptionist for any reason or anything along that line. This is more of a security blanket. With covid we never know what's going to happen.*

- *Commissioner Juszcyk: What's the name of the housing authority that they worked for?*

- *Executive Director Mitchell: Newark Housing Authority.*

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

MOTION: RESOLUTION 2022-05 APPROVED.

CORRESPONDENCE

Submitted.

COMMITTEE REPORTS

Submitted.

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

- Commissioner Juszcyk: At the December 15th meeting, I asked for Commissioner McNair to have her report with her personal observations of the Atlantic City Convention that she attended, but I don't see that included in the meeting packet. The reason why I think these are important is because we have to vote on whether people attend different conferences. And since Commissioner Rodriguez's report was bad. Not that the report was bad but he said the content of the convention wasn't the best. I think it would be worthwhile to have Commissioner McNair's observation to see if she felt the same. If Commissioner McNair has not handed it in, can I ask again for it to be submitted, please?

- Commissioner McNair: Well speaking as Commissioner McNair, I gave the report I felt was needed. I went there, I attended the workshops, I gave a report on the workshops. I was not there to make friends. I was there to attend the workshops and learn what I had to learn. I gave you a report of that and that is my report of the NAHRO Convention. I don't feel a need to make another report. Respectfully.

- Commissioner Juszcyk: Do I have that report, Commissioner?

- Commissioner McNair: You got it in the last packet.

- Commissioner Juszcyk: Well that was just reading the agenda.

- Commissioner McNair: Yea, that was my report. I'm sorry that Chair Rodriguez gave you a report that you felt was appropriate, but I gave the report that I gave as to what I thought was appropriate. I'm sorry that you did not like it.

- Commissioner Juszcyk: When we discussed it last meeting, if you look at the minutes you said you'll be glad to expound on it.

- Commissioner McNair: If you look at the minutes I'm sure that they could not put the (inaudible) under my voice in the minutes. I had no intentions of making another report. I reported what I experienced. I experienced the workshops. I didn't go there to make friends. I didn't go down to observe what anyone else was doing. I did what I went to do. I went to experience the workshops and that is what I did.

- Commissioner Juszcyk: Well if you look at page five of the last minutes.

- Commissioner McNair: (interrupts) Commissioner Juszcyk that is the end of the conversation for me. I did what I had to do and I'm sorry if you don't approve.

- Commissioner Juszcyk: *It's not that I don't approve. It's that I'd like some insight on whether these conventions are worthwhile for us to send people to.*
- Commissioner McNair: *I put in there what I learned. Ok, so I personally feel like I learned a lot. I actually enjoyed myself. I networked with other commissioners. That's it. But again, I went there to learn something. I didn't go there to party with people or do whatever.*
- Commissioner Juszcyk: *Okay. That's fine. Thank you. I have another item of old business. We're approaching February and I don't have a list of committee assignments for 2022.*
- Chairman Rodriguez: *That is correct. That is my fault. I will take care of that. I will get that out by Monday. I do apologize for that.*
- Commissioner Juszcyk: *Do keep in mind that I have been asking for three years to be included on the Personnel Committee.*
- Chairman Rodriguez: *I will keep that in mind when I am putting together the committees.*
- Commissioner Juszcyk: *Thank you.*

NEW BUSINESS:

- Executive Director Mitchell: *I would like to introduce Haydee Capellan. She is going to be my Administrative Assistant. I have a few technicalities that we have to work out. I can bring her over from the attendees should she want to say anything.*
- Chairman Rodriguez: *Right now, unless she states she wants to say anything, we just want to welcome her to the Housing Authority family and I know she will do well.*

EXECUTIVE SESSION

A motion was made by Commissioner Navarro, seconded by Commissioner Fernandez, to go into Executive Session.

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

- Mr. Bernstein: *The purpose of going into Executive Session are attorney/client privilege and negotiation of and collective bargaining on our possible redevelopment situation.*

A motion was made by Commissioner Navarro, seconded by Commissioner Fernandez, to go back to Public Session.

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

All members of the Board of Commissioners of the Housing Authority of the City of Passaic present before the commence of executive session are present to recommence with the open session, as well as the Executive Director, the Board general counsel, the Director of Finance and other members of the administrative staff. The individuals in the executive session were the Commissioners, the general counsel and the Executive Director. Executive Session was a discussion regarding the possible negotiation with a prospective developer for what would be the Alfred Speer Village site and authorize my office, the Executive Director and the Chairman or designee to enter into preliminary negotiations for the purposed of moving the process forward.

A motion was made by Commissioner McNair, seconded by Commissioner Navarro, to appoint Mr. Bernstein, Executive Director Mitchell and Chairman Rodriguez or designee to enter into preliminary negotiations and related items to a potential developer for the Speer Village site.

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

MOTION: APPOINTMENT APPROVED.

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

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

ADJOURNMENT

6:57 p.m.

Respectfully submitted,

Pamela Mitchell

Executive Director