

ITEM D

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
February 17, 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
Beatrice Johnson
Delmis Fernandez
Diane McNair
Henry Navarro
L. Daniel Rodriguez

ABSENT: null

ATTORNEY PRESENT: Eric M. Bernstein, Esq.

STAFF MEMBERS PRESENT: Leidy Brito
Glenny Candelaria
Lismarie Guerrero
Joanna Lara
Pamela Mitchell
Natasha Pearson
Daryl Smoot
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.

APPROVAL OF MINUTES

APPROVAL OF MINUTES OF THE JANUARY 20, 2021 BOARD OF COMMISSIONERS' MEETING.

A motion was made by Commissioner Fernandez, seconded by Commissioner Navarro, to approve the minutes of the January 21, 2021 Board of Commissioners' Meeting.

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

MOTION: MINUTES OF THE JANUARY 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, February 16, 2021.

Director Mitchell: We have two remarks from citizens.

1.) Secundino Toribio – 299 Gregory Ave. Apt. 2C: Can the post office put a mailbox in the front of the building? Can the Housing Authority put snow removal equipment that can be used by the residents in the hallway so that they can clean and shovel out their cars?

- Executive Director Mitchell: Both of these questions were answered by the Property Manager and it will get a follow up response to acknowledge that the Board was made aware of their request.

- Chairman Rodriguez: That does sound like a good idea with the mailbox in front of the building. Maybe we can get the post office to do something, not sure what their process is to do

that. As far as the snow removal equipment, that may be a liability. Besides, we have maintenance staff that takes care of the grounds.

2.) Angie Grullon – 220 Sixth St. Apt. 3D: The lack of common sense during this recent snowfall that we had is ridiculous. Attached are pictures for the day after the snowfall in December 2020. As you can clearly see, there was no snow removal done by 9:00 am. When maintenance finally came at 10:00 am they were plowing the snow in the parking lot and blocking cars in. Moving forward to the snowstorm in February, which was more than the one in December, and the lack of common sense from management and the employees is beyond me. Why is building 220 always neglected? It is never cleaned unless the tenants complains. I was told the employees were out. How come no one was hired on a temporary basis? I am also still waiting for repairs to be done from my move-in.

- Chairman Rodriguez: Ms. Grullon, I know this is not the first time she has addressed the Board and it seems to be an ongoing problem. Leidy, if you can give us some insight on what's going on and what are we planning to do with Ms. Grullon.

- Ms. Brito: A few days after the last Board Meeting I spoke with Ms. Grullon over the phone. She expressed how there were some Covid scares in her family and she said she doesn't want anyone in her house right now and she will reach out when she feels comfortable having people in her house. I have not heard from Ms. Grullon since.

- Chairman Rodriguez: If you can, would you give her a call back, possibly tomorrow, to get that straightened out and report back to us at the next meeting. Ms. Grullon also touched on the snow removal process. I know there were some issues. I just want to make sure that we are okay because there is another snowstorm coming. I want to make sure that we're prepared and the issues we had in the past will not be occurring again.

- Ms. Brito: We are fully prepared and ready for tomorrow's snowstorm.

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

On roll call vote: Commissioner Jusczyk: Aye; Commissioner Johnson: 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 Jusczyk asked that Resolutions 2021-06, 2021-09 and 2021-10 be considered separately.

CONSENT AGENDA:

- 2021-07 RESOLUTION AUTHORIZING AWARD OF CONTRACT TO ADVANCED VIDEO SURVEILLANCE, INC. FOR SURVEILLANCE UPGRADES AT ALL AUTHORITY SITES FOR AN AMOUNT NOT TO EXCEED ON HUNDRED SEVENTY-SIX THOUSAND EIGHT HUNDRED EIGHTY DOLLARS AND SIX CENTS (\$176,880.06)
- 2021-08 RESOLUTION CERTIFYING INFORMATION TO BE SUBMITTED TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (SEMAP) FOR FISCAL YEAR ENDING DECEMBER 31, 2020
- 2021-11 RESOLUTION APPROVING ATTENDANCE AND PAYMENT FOR RENT CALCULATION ESSENTIALS VIRTUAL CLASSROOM BY EIGHT EMPLOYEES: HAHSAN BATTLE, LISMARIE GUERRERO, NANCY LOPEZ, ANGELICA MARTI, CORAL MOREL, TANIA PADILLA, CHRISTY THOMAS AND MARIO VASQUEZ ON MARCH 22-29, 2021 SPONSORED BY NAHRO
- 2021-12 RESOLUTION AUTHORIZING THE ANNUAL RENEWAL FOR SOFTWARE SUPPORT AND UPDATE SERVICE WITH TENMAST SOFTWARE IN AN AMOUNT NOT TO EXCEED TWENTY-EIGHT THOUSAND SEVENTY-NINE DOLLARS AND FIFTY-TWO CENTS (\$28,079.52)
- 2021-13 RESOLUTION AUTHORIZING THE WRITE-OFF OF TENANT ACCOUNTS RECEIVABLE FOR THE FISCAL YEAR ENDED DECEMBER 31, 2020
- 2021-14 RESOLUTION CONFIRMING THE HIRING OF TWO BUILDING MAINTENANCE WORKERS FOR ALFRED SPEER VILLAGE AMP I
- 2021-15 RESOLUTION AUTHORIZING THE ATTENDANCE AND PAYMENT FOR THE ONLINE LEARNING ENTITLED "SECTION 3 REQUIREMENTS FOR 2021" BY THREE EMPLOYEES: PAMELA MITCHELL, VINCENT WYNTER AND JOHN DELACRUZ SPONSORED BY NAHRO ON MARCH 17, 2021
- 2021-16 RESOLUTION REQUESTING APPROVAL FOR ATTENDANCE AND PAYMENT BY COMMISSIONER DIANE MCNAIR FOR THE PURPOSE OF COMPLETING FIVE (5) COURSES MANDATED BY THE STATE OF NEW JERSEY

A motion was made by Commissioner Fernandez, seconded by Commissioner Navarro, 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: Aye; Chairman Rodriguez: Aye.

MOTION: RESOLUTIONS 2021-07, 2021-11, 2021-12, 2021-13, 2021-14, 2021-15 and 2021-16 APPROVED.

2021-06 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF JANUARY 15, 2021 THROUGH FEBRUARY 11, 2021.

A motion was made by Commissioner Navarro, seconded by Commissioner McNair, to approve Resolution 2021-06.

- *Commissioner Juszcyk: I separated this resolution for one of the usual reasons, so that any commissioners with a relationship with the Passaic Valley Water Commission could abstain on payment to said agency. Also, I'd like to comment about the payment to PVWC. It's almost \$34,000. Unfortunately, the commissioners of the PVWC have chosen to increase the rates by 3% again. They have been raising it every January. When I spoke to a former commissioner of the PVWC he informed me that this would be done all the time because people were conserving water. So in order to make up for the deficit of water use, they would have to raise the rates. I think that's a feeble reason and unfortunately, PVWC is a monopoly and we can't get our water anywhere else. I'm just venting frustration with that as a Commissioner and as a private citizen.*

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

MOTION: RESOLUTION 2021-06 APPROVED.

2021-09 RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO ERIC M. BERNSTEIN & ASSOCIATES FOR ORDINARY LEGAL SERVICES FOR A PERIOD OF TWO (2) YEARS AT AN ANNUAL RATE FOR THE FIRST YEAR NOT TO EXCEED FORTY-SIX THOUSAND EIGHT HUNDRED DOLLARS (\$46,800.00) AND FOR THE SECOND YEAR NOT TO EXCEED FORTY-EIGHT THOUSAND DOLLARS (\$48,000.00) AND AN HOURLY RATE OF ONE HUNDRED TWENTY DOLLARS (\$120.00) PER HOUR

A motion was made by Commissioner Navarro, seconded by Commissioner Fernandez, to approve Resolution 2021-09.

- *Commissioner Juszcyk: I am going to address this to the Chairperson, since your name is on the bottom of the Resolution. This contract was awarded to the firm with the lowest evaluation score and the highest monetary bid. What was the criteria that was used to award this contract?*
- *Chairman Rodriguez: That was done by Executive Director Mitchell. She would be able to answer that for us. Director Mitchell, we can't hear you. I'll attempt to answer your question.*

Basically, from what we discussed, they did the grading system on it. It felt it was important that there were a lot of open items that Mr. Bernstein was taking care of, as well as the great job that he's been doing over the year with us and the constant communication that he's had with us. So it felt that it would be in the best interest of the agency to bring back Mr. Bernstein.

- Commissioner Juszcyk: Is it not correct that all of our attorneys always have open cases that they're looking into? We did in the past terminate Breslin & Breslin even though they had many open cases.

- Chairman Rodriguez: That is correct. Again, one of the reasons is the value Mr. Bernstein has brought to us with the cases he is currently dealing with. I don't know how smart or if we have the wisdom at this time to make a switch during the pandemic to a different attorney.

- Commissioner Navarro: When bidding out, there's a per year contract and then the hourly rate. What's the bottom line number and how do we get invoiced for services?

- Mr. Bernstein: You get billed a monthly fee and you only get billed the hourly rate if it's an extraordinary service, which requires Board approval in order to authorize same.

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

MOTION: RESOLUTION 2021-09 APPROVED.

2021-10 RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO ROGUT MCCARTHY, LLC FOR LEGAL SERVICES FOR LANDLORD/TENANT MATTERS FOR A PERIOD OF TWO (2) YEARS AT AN ANNUAL FEE OF TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) AND THE HOURLY RATE OF WORK WILL BE BILLED AT ONE HUNDRED FIFTY DOLLARS (\$150.00) PER HOUR

A motion was made by Commissioner Fernandez, seconded by Commissioner McNair, to approve Resolution 2021-10.

- Commissioner Juszcyk: This contract was awarded to the firm with the lowest evaluation score. I'm sure you're gonna tell me for the same reasons as the previous resolution, correct?

- Chairman Rodriguez: Correct.

- Commissioner Navarro: Who participated in the evaluations?

- Chairman Rodriguez: From my understanding, she has a separate team of directors that does the evaluation process.

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

MOTION: RESOLUTION 2021-10 APPROVED.

CORRESPONDENCE

Submitted.

COMMITTEE REPORTS

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

OLD BUSINESS

- Commissioner Johnson: Last month I requested for all the Commissioners to get a copy of the waiting list for RAD, Section 8 and Housing.
- Chairman Rodriguez: I will convey the message to get that out to you as soon as possible.

NEW BUSINESS:

- Commissioner Johnson: Security and towing: We need a constant rotation of the tow trucks and police officers to work together for all our lots. I always hear that Speer Village gets targeted. Cars get towed out of there on a regular basis and not the other lots. They should come out on an hourly basis to all our lots, not just Speer Village.

- Chairman Rodriguez: On the next report I'm going to have Mr. Smoot give us a summary of the number of cars towed from all sites. That way we can see for ourselves if what others are saying is true.

This is Black History Month and we want to acknowledge the City has rich black history here. I'm very proud of our Executive Director, our CFO and we've had Commissioners that have contributed greatly to our Housing Authority. During Black History Month, and every month, we want to acknowledge their contributions. Thank you on behalf of myself and the Commissioners.

- Commissioner Johnson: I noticed in Glenny's report Speer Village is working on a Black History program. Can we make sure the commissioners and maybe other residents at other sites get a link if they do it by Zoom?

- Glenny: We don't have a date, yet. This week they're preparing and next week they're going to start recording the children. And as soon as that's completed we're going to give you a date and a link so you can view it.

- Commissioner McNair: I would like everyone to know that the NAACP is going to be having a Read Across America event on March 6 and we're going to be giving away books at the GPCC Saturday morning. All children are welcome – ages 2 ½ to 14. Books will be available for free.

- Chairman Rodriguez: Glenny if you can get that information from Commissioner McNair so we can share it with our residents as well as with the other Commissioners, for those who can make it.

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: Aye; Chairman Rodriguez: Aye.

ADJOURNMENT

6:39 p.m.

Respectfully submitted,

Pamela Mitchell

Executive Director