

ITEM D

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
DECEMBER 16, 2020**

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
Diane McNair
Henry Navarro
L. Daniel Rodriguez
Ronald Van Rensalier
Delmis Fernandez

ABSENT: null

ATTORNEY PRESENT: Eric M. Bernstein, Esq.

STAFF MEMBERS PRESENT: Joann Arroyo
Leidy Brito
Glenny Candelaria
John De La Cruz
Nataly Hernandez
Joanna Lara
Pamela Mitchell
Natasha Pearson
Darryl Smoot
Vincent Wynter

Meeting opened at 5:16 p.m.

OATH OF OFFICE FOR COMMISSIONERS

Diane McNair – new appointment
Beatrice Johnson – reappointment
Delmis Fernandez – reappointment

ROLL CALL:

Commissioner Juszcyk: Present; Commissioner Johnson: Present; Commissioner Fernandez: Present; Commissioner Navarro: Present; Commissioner Van Rensalier: Present; Chairman Rodriguez: Present.

ELECTION OF OFFICERS CONDUCTED BY ERIC M. BERNSTEIN

Nominations for Chairman for 2021

Chairman Van Rensalier nominated Commissioner L. Daniel Rodriguez, for Chairman. Commissioner Navarro seconded the nomination.

A motion was made by Commissioner Johnson, seconded by Commissioner Van Rensalier, to close nominations for Chairman.

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

Election goes to Chairman L. Daniel Rodriguez.

Nominations for Vice Chairman for 2021

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

A motion was made by Commissioner Navarro, seconded by Commissioner Johnson, to close nominations for Vice Chairman.

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

Election goes to Commissioner Fernandez.

Nominations for Treasurer for 2021

Commissioner Fernandez nominated Commissioner Henry Navarro for Treasurer. Commissioner Johnson seconded the nomination.

A motion was made by Commissioner Van Rensalier, seconded by Commissioner Johnson, to close nominations for Treasurer.

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

Election goes to Commissioner Navarro.

SWEARING IN OF CHESTNUT GARDENS TENANT ASSOCIATION

APPROVAL OF MINUTES

APPROVAL OF MINUTES OF THE OCTOBER 21, 2020 BOARD OF COMMISSIONERS' MEETING

A motion was made by Commissioner Van Rensalier, seconded by Commissioner Navarro to approve the minutes of the October 21, 2020 Board of Commissioners' meeting.

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

MOTION: MINUTES FOR THE OCTOBER 21, 2020 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 15, 2020.

Director Mitchell: We have three citizen comments. I would like to enlighten you on a chat that came in last month just to put the response on record because there wasn't an email attached. On zoom last month, it was asked if we can have clarification on which appropriations are for recreational programs for the children. My brief response was: the appropriation are not for recreational activities for the children. HUD doesn't provide funds for recreational activities. It is not an allowable expense. But Residents Service budget is to provide children with resources and educational activities to assist them in becoming self-sufficient.

- 1.) May Francis Ray – 226 Chestnut St:** Commented on having competent people to answer questions, please answer the phones, and flat rent concerns. It was her

understanding that the flat rent option was for every three years and the concern was that particular size unit went up over \$100 this year.

- 2.) **Rene Griggs – 23 Aspen Pl. Apt. 6C:** I am very disappointed in the last two years in the leadership of Chestnut Gardens and especially of Vreeland Village Tenant Association. Anything I am referencing can be backed up by the director of finance. Both developments have not been supportive in no kind of way to Speer Village. Speer Village has paid for tickets, has underwritten programs with financial support for events such as Black History, the Halloween Safety Program, Christmas events, etc. for both sites. It has also paid to send leadership of those associations to conferences/seminars. Neither President has made a donation to the cause. You need to know not even one bag of candy was brought to the kids to the event Speer had.
- 3.) **Angelica Grullon – 220 Sixth St. Apt. 3D:** Last month I sent an email regarding unresolved issues since I had moved in. They are still unresolved. I do not think it is my responsibility to follow up with maintenance on the work orders that were issued to my unit. When the maintenance repairman came to my unit to resolve the window issue, he said I should go to the dollar store and purchase the weather strip for the windows so the air does not seep through them. I called on Monday, the 21st of November, in the morning regarding not having hot water. When I called in the afternoon to follow up, I was informed by the receptionist, Clarissa, that they were working on the issue. I received a notice late that day that they were working on the issue. I called the office the next day to ask for an estimate of when the issue would be resolved and her assistant (can't remember her name) couldn't give me an estimated time frame because she didn't know about it. Finally, on the 23rd I saw the company that was fixing the problem and I asked what was the issue. He literally said it was due to poor maintenance on the equipment. I suggested to the current manager, Leidy, that they should procure new hot water heaters and she said they are less than two years old. Why, if they are practically new, have I been without hot water 4 times in the 3 months I have been living here? Are they not maintaining the hot water heaters? I would also like to know why our building wasn't cleaned the whole month of November? I saw the maintenance guys around, but never inside cleaning the buildings. I also put in a work order because the face of the cabinet came off and it is still off. I understand it's not an emergency, but how long are they taking to complete work orders?

- *Chairman Rodriguez:* I know Ms. Grullon reached out to us last month regarding issues. What was going on with that the she felt she had to reach back out today? I know we were having problems with hot water at Vreeland but I thought those were fixed.

- *Ms. Brito:* We were having problems with 201, 203, 220 and 222 Sixth St not having hot water. The problem was the mixing valves were damaged. I reached out to the company that replaced them back in March and they were replace again. So the problem with the hot water was resolved.

- *Chairman Rodriguez:* When you say damaged, do you mean the valve broke or someone went in there and did something to it?

- *Ms. Brito:* The valves were actually corroded. They were still under warranty so they came in and replaced them at no cost.

- *Chairman Rodriguez: Going forward, is that something that can happen? Are we gonna have to worry about it 6 months or a year from now?*
- *Ms. Brito: We haven't encountered a problem with the mixing valves in the other buildings, it just happened to be those two specific buildings.*
- *Chairman Rodriguez: Leidy, if you can follow up with Ms. Grullon regarding her concerns and give her a timetable of when certain things will get fixed. Give her an explanation if there are certain things we do or don't provide.*
- *Commissioner Johnson: When sites have events, can Commissioners get notice a week or two in advance so if they need donations we can give donations. There have been a lot of complaints about maintenance not cleaning the buildings.*
- *Chairman Rodriguez: If issues happen, like hot water being off, we should pass the information around so the person answering the phone should be informed. If there is a calendar of events, it should be sent out monthly.*

A motion was made by Commissioner Van Rensalier, seconded by Commissioner Fernandez, 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; Commissioner Van Rensalier: 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 Van Rensalier asked that Resolutions 2020-78 and 2020-86 be considered separately.

CONSENT AGENDA:

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| 2020-79 | RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC APPROVING REGULAR PUBLIC MEETINGS FOR THE YEAR 2021 |
| 2020-80 | RESOLUTION APPOINTING A FUND COMMISSIONER TO THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND. |
| 2020-81 | RESOLUTION APPROVING TWO PERCENT (2%) SALARY INCREASES FOR NON-UNION EMPLOYEES FOR FISCAL YEAR 2021 |

- 2020-82 RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC APPROVING HOLIDAYS FOR THE YEAR 2021
- 2020-83 RESOLUTION AUTHORIZING THE PURCHASE OF A 2021 GMC SIERRA CREW-CAB/CHASSIS W/FLEET CONVENIENCE PACKAGE, RACK BODY AND LIFT-GATE FROM FRANK'S TRUCK CENTER, INC. IN THE AMOUNT OF FIFTY-SIX THOUSAND FOUR HUNDRED NINETEEN DOLLARS (\$56,419.00)
- 2020-84 RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AWARDING A CONTRACT FOR ELEVATOR MAINTENANCE AND REPAIR AT ALFRED SPEER VILLAGE AND THE HECHT AND MURPHEY APARTMENTS FOR A TWO (2) YEAR PERIOD IN THE AMOUNT OF ONE HUNDRED EIGHTY-FOUR THOUSAND EIGHT HUNDRED DOLLARS AND NO CENTS (\$184,800.00)
- 2020-85 RESOLUTION AUTHORIZING THE AWARD OF A PURCHASE ORDER TO DELL MARKETING, LP FOR THE PURCHASE OF TWENTY-FIVE (25) DELL MOBILE LAPTOP COMPUTER WITH DOCKING STATIONS AND TWO SERVERS FOR ALL SITES IN AN AMOUNT NOT TO EXCEED FIFTY-NINE THOUSAND TWO HUNDRED FIVE DOLLARS AND SIX CENTS (\$59,205.06)
- 2020-87 RESOLUTION AUTHORIZING AWARD OF CONTRACT TO FAIRVIEW INSURANCE AGENCY ASSOCIATES, INC FOR PROFESSIONAL RISK MANAGEMENT SERVICES FOR A TWO (2) YEAR PERIOD FO AN AMOUNT NOT TO EXCEED 6% OF THE HOUSING AUTHORITY'S ANNUAL INSURANCE ASSESSMENT
- 2020-88 RESOLUTION AUTHORIZING CONTRACT FOR R.D. SALES FOR THE REPAIR AND REPLACEMENT OF BUILDING ENTRANCE DOOR LOCKS AT VREELAND VILLAGE IN AN AMOUNT NOT TO EXCEED TWENTY-FOUR THOUSAND THREE HUNDRED NINETY-FIVE DOLLARS (\$24,395.00)
- 2020-89 RESOLUTION AUTHORIZING AWARD OF A TWO (2) YEAR CONTRACT FOR FEE ACCOUNTING AND LIHTC CONSULTING SERVICES TO WILLIAM KATCHEN OF 596 ANDERSON AVE, CLIFFSIDE PARK, NJ AT AN HOURLY RATE OF \$175 FOR A TOTAL NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00) EACH YEAR
- 2020-90 RESOLUTION AUTHORIZING A SHORT TERM CONTRACT TO BIG DOG CONSTRUCTION FOR VACANT APARTMENT TURNOVER AT ALFRED SPEER VILLAGE IN AN AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000.00)

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 Johnson: Aye; Commissioner Fernandez: Aye; Commissioner Navarro: Abstain; Commissioner Zuniga: Aye; Commissioner Van Rensalier: Aye; Chairman Rodriguez: Aye.

MOTION: RESOLUTION 2020-79, 2020-80, 2020-81, 2020-82, 2020-83, 2020-84 and 2020-85, 2020-87, 2020-88, 2020-89 and 2020-90 APPROVED.

2020-78 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF OCTOBER 16, 2020 THROUGH DECEMBER 8, 2020.

A motion was made by Commissioner Van Rensalier, seconded by Commissioner Fernandez, to approve Resolution 2020-78.

- Commissioner Van Rensalier: I separated this resolution because of my position as a commissioner at Passaic Valley Water Commission.
- Commissioner Juszcyk: And also so any other commissioner with a relationship with the Passaic Valley Water Commission can abstain.

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

MOTION: RESOLUTION 2020-78 APPROVED.

2020-86 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF OCTOBER 16, 2020 THROUGH DECEMBER 8, 2020.

A motion was made by Commissioner Fernandez, seconded by Commissioner Van Rensalier, to approve Resolution 2020-86.

- Commissioner Van Rensalier: I had discussed this item earlier with the Executive Director. I was kind of shocked to see the dollar amount that we're paying for this contract. During the summer months Commissioner Johnson was describing how the conditions on Sixth St. were deplorable. We're paying this contractor for landscaping and grounds and it shouldn't be that way. I'm hoping that moving forward, we won't get reports of the conditions being deplorable.

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

MOTION: RESOLUTION 2020-86 APPROVED.

CORRESPONDENCE

None.

COMMITTEE REPORTS

Submitted.

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

- Mr. Smooth: This far we have had drug arrests, guns, problems with doors and locks not working correctly. The lighting at Vreeland Village is not working. A lot of no trespassing and parking violations. Some of the cameras are also not working properly.
- Chairman Van Rensalier: If there are any tools or anything that you need to effectively do your job, please let us know so we can make it more productive for you. You can reach out to the Executive Director and if she need the help of the Board, we're here to assist you.

OLD BUSINESS

None.

NEW BUSINESS:

- Commissioner Juszcyk :I'd like to wish everyone happy holidays, merry Christmas, happy Chanukah, happy Kwanza, happy new year, happy Three Kings and for the Canadians listening: happy boxing day.

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

ADJOURNMENT

6:02 p.m.

Respectfully submitted,

Pamela Mitchell
Executive Director/Secretary