

ITEM D

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
October 21, 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
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
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 Navarro: Present; Commissioner Van Rensalier: Present; Chairman Rodriguez: Present.

APPROVAL OF MINUTES

APPROVAL OF MINUTES OF THE SEPTEMBER 16, 2020 BOARD OF COMMISSIONERS' MEETING.

A motion was made by Commissioner Navarro, seconded by Commissioner Fernandez, to approve the minutes of the September 16, 2020 Board of Commissioners' Meeting.

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

MOTION: MINUTES OF THE SEPTEMBER 16, 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, October 20, 2020.

Director Mitchell: We have four citizen comments.

1.) Art Henderson – 45 Aspen Pl. Apt. 7E: Wants to know about the situation with the resident council. He feels it needs to be rectified. (Referring to resident council at Speer Village.)

2.) Susan John – 202 Sixth St. Apt. 1B: Concerned about visitors parking. Is it preferential? Parking by permit is for the entire site. That needs to be clarified.

3.) Angie Grullon – 220 Sixth St. Apt. 3D: I moved in on September 1, 2020. There were a couple of issues in my unit when I first moved in. I did not sign the move-in inspection that was done. Some have been resolved, but some haven't. Some windows were replaced with windows

that do not fit the frame. My windows still do not have screens, almost three months later. The front door to the building does not lock. My apartment door does not close properly.

4.) Kaitan Mann – 200 Sixth St. Apt. 1C:). “I live in building 200 1C. I use to live in building 221 for 28 years until they transferred me to 200. They sent me the transfer slip I believe about a month prior to moving while they were "fixing it up". leidy told me I couldn't move my things in [until 30th of may](#) on a Saturday and I had to have it all moved out by that [monday morning](#). I also work so it was a hassle trying to pack and move all by myself. That [friday night](#), I snuck inside to see, only to find roaches crawling all over the place. I didn't move out with roaches so I was confused why I was moving in with them. There was no door knob on my bedroom door, there was no knobs on any of the radiators which wasnt much of an issue then because it was the summer but it should have been on when I moved in. Both the kitchen and the bathroom sinks were leaking water. In the kitchen, it wasnt so bad I just needed a little paper bowl under it, but the bathroom I needed a whole bucket under the sink. There is also a crack in one of the pieces inside the tub so when I tried to take a bath water would go inside the hole i'm not sure if it's going into the basement or under the tub either way i'm sure it wouldn't be good if left untreated. All of these things I told leidy about shortly after I moved in. They came and put on the door knob about 2months after because she said they were waiting for equipment which was the beginning of covid so I wasnt too pressed about that. Just last week on wed, I called leidy to ask her if someone was coming to put the knobs on the radiators because the heat was coming on the next day on the 15. The 15th comes, no one is here. So I called the housing repair and some girl she said her name was natalie was completely disrespectful over the phone and screamed at me saying "it's not an emergency and leidy put the order in after 5 and I leave at 4 so I have nothing to do with that call your manager with your issues and to call back at 3 if no one shows". So I called Ms Mitchell and told her how I was spoken to. Thursday around 330 one of the maintenance men came just to ask how many knobs I needed and left. In comes friday, I was waiting and waiting still no guys. So i called housing repair again to ask if someone was coming and I got the same nasty girl from the day prior and she said to me, "Didn't I tell you to call at 3 yesterday" and again said well you have to call leidy. So once again around 330 I hear a knock on my door I go to open and it was 3 maintenance men waiting to come in with wet boots because it was pouring raining and was just going to come in tracking water until I stopped them and made them wipe their feet on the rug first. 1 of them smelled like he just drank a beer before knocking on the door so I called someone from upstairs to come to confirm what I was smelling and she did. Another of them said to me I moved in 4months ago why are you just now reporting this. which was NOT his place. And let me say since the moment I made them back up and wipe their feet, they started giggling and whispering in spanish making it obvious they were talking about me which I cant confirm because I dont speak spanish but you can always tell when someone is talking about you by their mannerisms. My AC was near the radiator and the drunk one rudely said " MOVE MOVE" like move it out the way. I told the other guy you need to tell your friend to settle down because he's getting beyond himself talking to me like that. He said nothing. After they finished I reminded him about the piece in the tub which he acted like he didnt know what I was talking about even though it was listed as something to be fixed on the paper I signed when they were done with the radiators. From the little I could understand, he said they didnt have that piece and he will be back [monday at 9am](#). I also left Ms Mitchell a voicemail and told her all that happened. Monday rolls in, still no guy. I called leidy and asked if someone is coming and will they be able to come before I leave for work because I don't trust

them in my home while im not there based on the things they were doing while I was standing there in their faces. She told me "no one is coming before you go to work you're calling [at 10am](#) its not like its [3pm](#)". So I waited outside to see if I could see him which I did [around 3pm](#) standing by the maintenance garage and when I asked him where were you you said you would be here at 9. Again he acted like he had no clue what I was talking about then went on to say leidy said they dont have the piece and he don't know. I called leidy and no answer so I got fed up and went to telling Ms Beatrice the commissioner and Ms Evelyn the president. I seen the paper in the building about the meeting and about emailing our complaints so here I am. I've never been so disrespected in my life. Mainly because I don't allow it. I try my best to be respectful because we are renting the property but the staff makes it so difficult to do so by the way they handle and communicate with the tenants. Maybe there needs to be communication training for all the employees and a diverse maintenance staff so I don't have to feel like I need to pull out rosetta stone just to have a conversation with them. Thank You for Your Time."

- *Chairman Rodriguez: Have you reached out to any of the individuals?*

- *Executive Director Mitchell: Yes. I have forwarded the concerns to the respective property managers.*

- *Chairman Rodriguez: One of the things that I would like you to do is email the commissioners so that we understand what the move in process is. Meaning what needs to be done before someone moves into an apartment, whether it's a transfer or a new resident coming in. I'm not sure what the circumstance was, but the tenant is claiming the apartment was not ready when he moved in. I want to make sure we're all on the same page as to what the expectations are. I'm not going to get into discussing any employees because they have not been RICE'd and this is not the forum to discuss individual employees. But, I would ask that you look into these accusations and investigate them to make sure what was going on and give a report. As far as the doors, there is a prototype. I'm excited about that. I'm hoping that prototype works so that we can make sure all our doors are locked and our residents are safe.*

- *Commissioner Johnson: I know we spoke about this at the previous meeting and I thought we were going to get a follow-up email about how the issues were resolved. I think we should put something in place where we get an email to let us know when and how a problem is resolved.*

- *Chairman Rodriguez: Executive Director Mitchell, if you can make that standard practice from now on. If you can just send us a follow up email on how an issue was addressed and what the outcome was so that we at least know things are being looked at.*

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

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

2020 BUDGET PRESENTATION

- Vincent Wynter, Director of Finance and Operations

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 Resolutions 2020-65 be considered separately.

2020-65 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF SEPTEMBER 15, 2020 THROUGH OCTOBER 15, 2020.

A motion was made by Commissioner Van Rensalier, seconded by Commissioner Fernandez, to approve Resolution 2020-65.

- Commissioner Juszcyk: I separated this resolution so that any commissioners with a relationship with the Passaic Valley Water Commission could abstain on payment to such agency.

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

MOTION: RESOLUTION 2020-65 APPROVED.

CONSENT AGENDA:

2020-66 RESOLUTION APPROVING THE HACP ANNUAL BUDGET FOR THE YEAR BEGINNING JANUARY 1, 2020 AND ENDING DECEMBER 31, 2020.

2020-67 RESOLUTION CONFIRMING PURCHASE OF A 2020 GMC TRUCK TERRAIN REPLACING EXISTING 2012 FORD ESCAPE S FROM FRANK'S TRUCK CENTER, INC. IN THE AMOUNT OF TWENTY-FIVE THOUSAND SEVEN HUNDRED FIFTY-FOUR DOLLARS (\$25,754.00)

2020-68 RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AWARDED A CONTRACT FOR THE TRENCH DRAIN INSTALLATION AT CHESTNUT GARDENS TO B. PUNTA SECCA CONTRACTORS, INC. FOR A TOTAL AMOUNT NOT TO EXCEED FIFTEEN THOUSAND NINE HUNDRED DOLLARS (\$15,900.00)

- 2020-69 RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO MAZTECK, IT, LLC FOR SERVICE, REPAIR AND MAINTENANCE OF CLOSED CIRCUIT TELEVISION, SURVEILLANCE SYSTEMS AND EQUIPMENT AT ALL AUTHORITY SITES FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NO TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00)
- 2020-70 RESOLUTION APPROVING AN OFFICIAL TWO-DAY VIRTUAL TRAINING WEBINAR FOR EXECUTIVE DIRECTOR PAMELA MITCHELL ENTITLED “WORKSHOP FOR EXECUTIVE DIRECTORS DISTANCE LEARNING” ON OCTOBER 28-29 SPONSORED BY NAHRO.
- 2020-71 RESOLUTION CONFIRMING APPROVAL FOR OFFICIAL WEBINAR TRAINING FOR FIVE (5) EMPLOYEES FOR THE PURPOSE OF LOW INCOME HOUSING TAX CREDIT COMPLIANCE AND FAIR HOUSING TRAINING SESSION ON OCTOBER 13-15, 2020
- 2020-72 RESOLUTION AUTHORIZING THE HIRING OF A TENANT INTERVIEWER
- 2020-73 RESOLUTION AUTHORIZING THE UPDATING OF FLAT RENTS FOR FINANCIAL YEAR 2021 EFFECTIVE JANUARY 1, 2021
- 2020-74 RESOLUTION AUTHORIZING THE CHANGE IN THE HOUSING CHOICE VOUCHER PAYMENT STANDARDS EFFECTIVE JANUARY 1, 2021
- 2020-75 RESOLUTION AUTHORIZING APPROVAL OF THE RESIDENT SERVICES ACTIVITIES BUDGET OF THE CHESTNUT GARDENS RESIDENT COUNCIL, INC. FOR THE FISCAL YEAR OF 2021 IN AN AMOUNT NOT TO EXCEED ONE THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$1,750.00)
- 2020-76 RESOLUTION AUTHORIZING APPROVAL OF THE RESIDENT SERVICES ACTIVITIES BUDGET OF THE VREELAND VILLAGE COMMUNITY ASSOCIATION, INC. FOR THE FISCAL YEAR OF 2021 IN AN AMOUNT NOT TO EXCEED TWO THOUSAND EIGHT HUNDRED SEVENTY-FIVE DOLLARS (\$2,875.00)
- 2020-77 RESOLUTION AUTHORIZING OFFICIAL ATTENDANCE AND PAYMENT FOR A VIRTUAL TRAINING WITH CERTIFICATION EXAM ENTITLED “HCV SPECIALIST” FOR EMPLOYEES MARIO VASQUEZ AND CHRISTY THOMAS SPONSORED BY NAN MCKAY & ASSOCIATES ON DECEMBER 7-10, 2020

A motion was made by Commissioner Van Rensalier, 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 Navarro: Aye; Commissioner Van Rensalier: Aye; Chairman Rodriguez: Aye.

MOTION: RESOLUTIONS 2020-66, 2020-67, 2020-68, 2020-69, 2020-70, 2020-71, 2020-72, 2020-73, 2020-74, 2020-75, 2020-76 AND 2020-77 APPROVED.

CORRESPONDENCE

Submitted.

COMMITTEE REPORTS

Submitted.

RESIDENT COUNCIL REPORTS

Submitted.

EXECUTIVE DIRECTOR'S REPORT

Submitted.

- Chairman Rodriguez: The City of Passaic has hired, based on the resolution that was passed, a housing liaison that will be working with the Housing Authority and the Police Department to make sure that the safety of our residents is in tact. Mr. Smoot if you would introduce yourself and tell us a little bit about yourself.
- Mr. Smoot: My name is Darryl Smoot. I am the liaison for the Passaic Police and the Housing Authority. I started September 22nd. I was here for about four years from 2000-2005 and I'm back. The things I've seen thus far since I've been back is somewhat disturbing, but I'm used to is because of where I come from. I'm glad to be back and help out as much as I can.
- Commissioner Juszcyk: What is the salary for Mr. Smoot?
- Chairman Rodriguez: I'm not sure. Do we have that, Executive Director Mitchell or is that something the City of Passaic would need to provide?
- Executive Director Mitchell: That would be the City of Passaic because they did the hiring.
- Commissioner Juszcyk: Are we indirectly paying the salary? Is it part of the contract with the City of Passaic?
- Mr. Bernstein: We are paying the City a total overall fee for the services of which Mr. Smoots' salary is part therein. I don't recall off the top of my head exactly how much that is.
- Commissioner Juszcyk: On several occasions you put Commissioner Fernandez in charge of the Ad Hoc Committee and I thought it was emphasized that whoever was hired would not be a former Housing Authority employee. When was that directive changed?
- Chairman Rodriguez: Mr. Bernstein, was that in the contract? I know it was spoken about.
- Mr. Bernstein: I don't believe that was in the final contract.

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.

OLD BUSINESS

None.

NEW BUSINESS:

- Commissioner Johnson: There was a situation that happened the other day with a resident: her car was towed. She was legally parked on the street and it shouldn't have been towed, but she had to pay for the towing and the ticket. I was hoping we can get that reimbursed because her car shouldn't have been towed in the first place. I had a conversation with Mr. Smoot in which he informed me that Sixth St. was a state road and we always said Housing property, private road so we need to clarify that and her car shouldn't have been towed.

- Chairman Rodriguez: Commissioner Johnson, I'll link up with you after the meeting and get some details and maybe follow up with the City to see what their policy is. I'm not sure who called or what exactly are the details of it. We can definitely follow up and discuss that later.

- Commissioner Johnson: There was also another car that was blocking access to the garbage truck so they didn't take the garbage. The police officer knocked on that resident's door because the license plate came back to the apartment on the second floor in my building. Her car is under her children's father's name so that's why he couldn't go knock on her door. She was parked legally; it was a parking space.

-Chairman Rodriguez: I just want to remind everyone that for the meetings all attendees can send their questions and concerns to the Board. It's at boardmeetings@passaichousing.org. So in the future if residents or citizens have any concerns or comments that they want to address to the Board you can always send them there.

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

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

ADJOURNMENT

6:58 p.m.

Respectfully submitted,

Pamela Mitchell

Executive Director