

**ITEM D**  
**HOUSING AUTHORITY OF THE CITY OF PASSAIC**  
**BOARD OF COMMISSIONERS' MEETING**  
**June 15, 2022**

**LOCATION: 234 Chestnut Street, Community Center**  
**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 MEETING ACT, THE HOUSING AUTHORITY OF PASSAIC IS CONDUCTING THIS MEETING TO BE HELD AT 6:00 PM AT 234 CHESTNUT STREET COMMUNITY ROOM, PASSAIC NJ 07055, 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: Delmis Fernandez  
Torise Hiller  
Diane McNair  
Henry Navarro

ABSENT: L. Daniel Rodriguez

ATTORNEY PRESENT: Brian Hak, Esq.

STAFF MEMBERS PRESENT: Jocelyn Aguilar (Passaic Affordable Housing Coalition)  
Joann Arroyo  
Haydee Capellan  
Joanna Lara  
Pamela Mitchell  
Natasha Pearson  
Vincent Wynter

MEETING CALLED TO ORDER AT 6:05

**ROLL CALL:**

Commissioner Fernandez: Present; Commissioner McNair: Present; Commissioner Navarro: Present; Chairman Rodriguez: Absent.

## **APPROVAL OF MINUTES**

### **Approval of minutes of the May 18, 2022 Board of Commissioners' Meeting**

A motion was made by Commissioner Navarro, seconded by Commissioner McNair to approve the minutes for May 18, 2022 Board of Commissioners' meeting.

ROLL CALL VOTE: Commissioner Fernandez: Abstains; Commissioner Hiller: Aye;  
Commissioner McNair: Aye; Commissioner Navarro: Aye.

*Commissioner Fernandez abstains his vote for May 18, 2022 minutes because of his absence for that Board Meeting, but states that he has read the minutes.*

MOTION: Minutes of the May 18, 2022 Board of Commissioners' meeting approved.

## **REMARKS BY CITIZENS**

MOTION WAS MADE BY COMMISSIONER FERNANDEZ AND SECONDED BY COMMISSIONER NAVARRO TO OPEN REMARKS BY CITIZENS.

THE FOLLOWING WAS READ: IN ACCORDANCE WITH THE OPEN PUBLIC ACT (N.J.S. 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 (5) 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 PUBLIC BODY TO PERMIT, PROHIBIT OR REGULATE THE ACTIVE PARTICIPATION OF THE 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 (5) 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.

Angelica Grullon 220-Sixth St. # 3D: *Livingroom window is still broken. Tenant was locked inside the apartment- tried to exit unit via the fire escape ladder, but the ladder was stuck and would not go down. Are the fire escapes inspected? Tenant called the afterhours emergency service- stating that she is locked inside the apartment in which they stated that lockout service ends at 11:00pm. It took tenant one hour to get unit door open.*

*Since May's Board Meeting, the following items were repaired: bathroom sink, bathroom window-but still does not have any screens.*

*Unresolved items: Livingroom window, living room floor is coming apart, hopes Local 55 does not take a year to complete task.*

*Summer parking is a concern due to surrounding parks and nonresidents parking in Chestnut Gardens. Police ticketed tenant, who had a parking decal, for parking in a non-parking area, but passes three (3) parked vehicles without a parking decal and does not ticket them. Resident questions if she is being targeted.*

Jocelyn Aguilar: *A workorder for the kitchen floor is in place. Class for livingroom window has been ordered. The door ring bell is back ordered.*

Commissioner Fernandez: *Please report the status of the fire escapes and the pending work orders to the Board by the next Board Meeting. The parking situation is a process and it is being looked at. Please contact the Passaic Police Department regarding any concerns about the parking ticket.*

Beatrice Johnson 382 Grove Street, Lodi #B5, speaking on behalf of Janice Allen 203 Sixth Street #3A: *Ms. Allen received a Letter to Cease stating that her son resides with her. Her son does not reside with her. Ms. Allen is a long-term resident who is elderly and has health issues. Ms. Johnson states that management should be aware of who their residents are and restructure protocol not to cause such residents stress that will trigger health complications. Management has access to the cameras and can see that her son does not reside with her.*

*Bring back signs stating that parking is for resident's only.*

Commissioner Fernandez: *Director Mitchell will follow up*

Mae Frances Ray 226 Chestnut St.: *Bathroom has not been serviced, work started in 2021 and is not complete. Vacant units are being prioritized and serviced first before the needs of the residents. Has been a resident since establishment was built and still has the same floors. Resident is requesting new floors and her bathroom fixed- does not want to wait another year. Not enough manpower, need more workers.*

Jocelyn Aguilar: *Conducted a walkthrough of the unit and did not find that the bathroom needed any renovations. There are workorder in place for this unit, but there is a conflict in schedule as the resident requires her presence when work is being completed in the unit.*

Mae Frances Ray 226 Chestnut St: *Has experience with a prior-employee who was an addict. But, now has cameras in the unit, so workers are able to complete work without her presence.*

Commissioner Fernandez: *With communication, a lot of things can get done. Resident and Property Manager to meet and coordinate. Can include Director Mitchell, if needed.*

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

ROLL CALL VOTE: Commissioner Fernandez: Aye; Commissioner Hiller: Aye;  
Commissioner McNair: Aye; Commissioner Navarro: 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 ITEMS BE REMOVED FROM THE CONSENT AGENDA AND BE CONSIDERED SEPARATELY. ALL REMAINING ITEMS WILL BE CONSIDERED TOGETHER.

*Commissioner Fernandez asks if there are any resolutions any commissioner would like to consider separately.*

## **CONSENT AGENDA ITEMS:**

- 2022-38 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF MAY 16, 2022 THROUGH JUNE 10, 2022.
- 2022-39 RESOLUTION AUTHORIZING THE HIRE OF AN ASSISTANT PROPERTY MANAGER.
- 2022-40 RESOLUTION CONFIRMING THE HIRE OF A BUILDING MAINTENANCE WORKER (UNIONIZED POSITION).
- 2022-41 RESOLUTION CONFIRMING THE HIRE OF A PART-TIME SECURITY MONITOR (NON-UNION) FOR THE SENIOR PROPERTIES - PASSAIC SENIOR HOUSING, LLC.
- 2022-42 RESOLUTION AUTHORIZING APPROVAL FOR A LIVE ONLINE COURSE AND CERTIFICATION EXAM BY EXECUTIVE DIRECTOR PAMELA MITCHELL SPONSORED BY THE NELROD COMPANY ENTITLED "PROCUREMENT AND CONTRACT MANAGEMENT" ON JUNE 21-22, 2022.
- 2022-43 RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO RAPID PUMP & METER SERVICE CO., FOR QUARTERLY GENERATOR MAINTENANCE AND REPAIR SERVICE FOR A PERIOD OF TWO (2) YEARS IN AN AMOUNT NOT TO EXCEED TWENTY-SEVEN THOUSAND ONE HUNDRED SEVENTY- FIVE DOLLARS AND NO CENTS (\$27,175.00).

- 2022-44 RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AUTHORIZING AWARD OF A CONTRACT FOR INSTALLATION AND MONITORING OF A WIRELESS MEDICAL ALERT SYSTEM TO LIFESTATION, INC. FOR TWO YEARS IN THE AMOUNT OF TWENTY-TWO THOUSAND FOUR HUNDRED EIGHTY-EIGHT (\$22,488.00) DOLLARS.
- 2022-45 RESOLUTION AUTHORIZING AN AWARD OF A BLANKET PURCHASE ORDER TO HAIER US APPLIANCE SOLUTIONS, INC. D/B/A GENERAL ELECTRIC APPLIANCES FOR APPLIANCES AGENCY-WIDE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ELEVEN THOUSAND FOUR HUNDRED SEVENTY-ONE DOLLARS (\$111,471.00).
- 2022-46 RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF THE KATIE M. JOHNSON COMPLEX SIGN FOR THE VREELAND VILLAGE DEVELOPMENT IN AN AMOUNT NOT TO EXCEED FIVE THOUSAND DOLLARS (\$5,000.00).

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

ROLL CALL VOTE: Commissioner Fernandez: Aye; Commissioner Hiller: Aye;  
Commissioner McNair: Aye; Commissioner Navarro: Aye.

***Motion: Resolutions 2022-38, 2022-39, 2022-40, 2022-41, 2022-42, 2022-43, 2022-44, 2022-45, 2022-46 Approved.***

### **EXECUTIVE SESSION**

None.

### **COMMITTEE REPORTS**

Commissioner Fernandez: *As the Chairman of Buildings and Grounds, we did meet with the Association of Vreeland Village. Reports will be provided of progress of discussed concerns.*

### **RESIDENT COUNCIL REPORTS**

Submitted.

### **EXECUTIVE DIRECTOR'S REPORT**

Submitted.

### **TREASURER'S REPORT**

Submitted.

**DIRECTOR OF FINANCE REPORT**

Submitted.

**DIRECTOR OF HOUSING ADMINISTRATION PROGRAM'S REPORT**

Submitted.

**DIRECTOR OF RESIDENT SERVICES' REPORT**

None.

**PROPERTY MANAGEMENT REPORT-PASSAIC AFFORDABLE HOUSING COALITION**

Submitted.

**PROPERTY MANAGEMENT REPORT-ALFRED SPEER VILLAGE**

Submitted.

**PROPERTY MANAGEMENT REPORT-PASSAIC SENIOR HOUSING, LLC**

Submitted.

**PUBLIC SAFETY LIAISON**

Submitted.

**OLD BUSINESS**

None.

**NEW BUSINESS**

*None.*

**ADJOURNMENT**

Commissioner Fernandez asked if all are in favor to adjourn.

ROLL CALL VOTE: Commissioner Fernandez: Aye; Commissioner Hiller: Aye;  
Commissioner McNair: Aye; Commissioner Navarro: Aye.

6:24pm adjournment.

Respectfully Submitted,

Pamela Mitchell  
Executive Director