

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
October 18, 2017**

PLACE: Community Center
299 Gregory Avenue
Passaic, New Jersey 07055

READING OF THE OPEN PUBLIC MEETINGS ACT:

As required by NJSA 10:4-6 et seq. known as the Open Public Meetings Act, notice of this meeting was provided in the following manner: On December 28, 2016 notice of this meeting specifying the date, time and location was transmitted to the Herald News and The Record and to the Clerk of the City of Passaic. Notice was also posted at all HACP sites.

PRESENT:

Ron Van Rensalier, Chairman
Beatrice Johnson, Commissioner
Alan Juszcyk, Commissioner
Angel LaBoy, Commissioner
Delmis G. Fernandez, Commissioner
Henry Navarro, Commissioner
L. Daniel Rodriguez, Commissioner (via conference call)

STAFF MEMBERS PRESENT:

Pamela Mitchell
Vincent Wynter
Glenny Candelaria
Joanna Lara
Joann Arroyo
Keyond Gorley
Robert Sforza
Yetlanezi Martinez

Meeting opened at 6:05 p.m.

ROLL CALL:

On roll call: Commissioner Johnson: Arrived at 6:12 p.m. ; Commissioner Juszcyk: Present; Commissioner LaBoy: Present; Commissioner Navarro: Present; Commissioner Rodriguez: Present; Commissioner Fernandez: Present; Chairman Van Rensalier: Present.

A change to the agenda was made, business was conducted first.

RESOLUTIONS

CHAIRMAN VAN RENSALIER STATED THAT ANY MEMBER OF THE BOARD MAY REQUEST THAT ANY ITEM BE REMOVED FROM THE CONSENT AGENDA AND BE CONSIDERED SEPERATELY. ALL REMAINING ITEMS WILL BE CONSIDERED TOGETHER.

Commissioner Juszcyk asked that Resolutions 2017-50, 2017-51, 2017-53, 2017-56, 2017-58 be considered separately.

- 2017-52 RESOLUTION APPROVING THE HACP ANNUAL BUDGET FOR THE YEAR BEGINNING JANUARY 1, 2018 AND ENDING DECEMBER 31, 2018
- 2017-54 RESOLUTION AUTHORIZING THE HIRING OF AN INTERIM EXECUTIVE DIRECTOR
- 2017-55 RESOLUTION CONFIRMING APPROVAL FOR OFFICIAL TRAVEL TO AND FROM ATLANTIC CITY, NEW JERSEY BY THE INTERIM EXECUTIVE DIRECTOR AND TWO (2) STAFF MEMBERS WHO ATTENDED THE 2017 GOVERNOR’S CONFERENCE ON OCTOBER 5-6, 2017
- 2017-57 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL TO AND FROM ATLANTIC CITY, NEW JERSEY BY TANIA PADILLA FOR THE PURPOSE OF ATTENDING A “SPECIALIST OF OCCUPANCY HOUSING CHOICE VOUCHER” CERTIFICATION EXAM SPONSORED BY NJNAHRO ON NOVEMBER 14-15, 2017
- 2017-59 RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO EXECUTECH, INC. FOR EXECUTIVE MANAGEMENT CONSULTANT SERVICES FOR A RATE NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000.00) FOR THE TWO (2) YEAR PERIOD
- 2017-60 RESOLUTION AUTHORIZING A PERSONNEL ACTION
- 2017-61 RESOLUTION AUTHORIZING A PERSONNEL ACTION

A motion was made by Commissioner LaBoy and seconded by Commissioner Navarro to approve Resolutions 2017-52, 2017-54, 2017-55, 2017-57, 2017-59, 2017-60, and 2017-61.

On roll call vote: Commissioner Johnson: Arrived at 6:12 p.m.; Commissioner Juszcyk: Aye; Commissioner LaBoy: Aye; Commissioner Navarro: Aye; Commissioner Rodriguez: Aye; Commissioner Fernandez: Aye; Commissioner Van Rensalier: Aye.

MOTION: RESOLUTIONS 2017-52, 2017-54, 2017-55, 2017-57, 2017-59, 2017-60, and 2017-61 APPROVED

2017-50 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF SEPTEMBER 12, 2017 THROUGH OCTOBER 12, 2017

A motion was made by Commissioner LaBoy and seconded by Commissioner Navarro to approve Resolutions 2017-50.

- Commissioner Juszcyk asked for the reason a flight reimbursement was paid or Mr. Cirilo.
- Mr. Cirilo stated that as discussed at the last meeting, he took the place of the Chairman's at the PHADA conference due to a last minute cancelation.

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

MOTION: RESOLUTION 2017-50 APPROVED

2017-51 RESOLUTION OF THE BOARD OF COMMISSIONER OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AUTHORIZING A SETTLEMENT AGREEMENT PAYMENT WITH THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR A TOTAL AMOUNT OF SEVEN HUNDRED AND FIFTY DOLLARS (\$750.00)

A motion was made by Commissioner Navarro and seconded by Commissioner LaBoy to approve Resolutions 2017-51.

- Commissioner Juszcyk asked what was the nature of settlement for the \$750.00.
- Mr. Cirilo explained that emission reports for our boiler systems must be submitted via an online system to the Department of Environmental Protection. The emission reports were previously submitted by ex-employee Ms. Villanueva and later on by ex-employee Mr. Barreto. The state came in to the main office and made a mini presentation as to how the reports should be submitted. Yetla Martinez, one of our interns and the Executive Director were present to learn how to properly file data online through a sophisticated program.

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

MOTION: RESOLUTION 2017-51 APPROVED

2017-53 RESOLUTION APPROVING SHARED SERVICE AGREEMENT

A motion was made by Commissioner Navarro and seconded by Commissioner Fernandez to approve Resolutions 2017-53.

- Commissioner Juszcyk asked why a maximum amount was not included for resolution 2017-53. Commissioner Juszcyk pointed out that Resolution 2017-59 on the agenda has a cap for a separate contract with Bill Snyder for \$50,000.00.
- Mr. Cirilo agreed that the contract should have a maximum amount as a safeguard. Average two hours a week for items pending, trying to assist with the internal transmission, 6069 tax credit, demo-dispo application
- Commissioner Johnson stated that Mr. Cirilo has done a great job as an Executive Director but he should be able to pick up the phone and answer any questions we ask without charging the Housing Authority. Commissioner Johnson stated that Newark is one of the biggest agencies in New Jersey and feels that HACP should not have to pay Mr. Cirilo for any services.
- Commissioner LaBoy asked that a cap be put in for this agreement, and asked that the commissioners be more proactive.
- The Chairman asked the Board to agree on a cap for the agreement to amend the resolution.
- Commissioner Johnson expressed that the past meetings have been about housing and not the residents and will not be vote yes for the Resolution 2017-53.
- Mr. Corrison clarified that it is the DCA who has guidelines that a new director be retained within four months.
- The Chairman stated that it would be very supportive of Pam's new position to approve this contract and stated that the Board would be doing an injustice by not supporting her with the tools she needs to be successful. Bill's contract is about helping the board conduct the search for a permanent director.
- Mr. Corrison Services explained that both contracts are different and they will not be duplicating services.
- Commissioner Navarro stated that Victor has been at the Housing Authority on a day-to-day basis and Bill has not. Commissioner Navarro agreed with Mr. Corrison
- Commissioner stated that it would be injustice to split Victor between the PHA and the NHA.
- A cap was proposed of \$5,000.00 and resolution was amended to included

Resolution was amended to include a \$5,000.00 cap.

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

MOTION: RESOLUTION 2017-53 APPROVED WITH AMENDMENT

2017-56 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL TO AND FROM ATLANTIC CITY, NJ BY THREE (3) COMMISSIONERS AND THREE (3) HACP STAFF FOR THE PURPOSE OF ATTENDING THE NJNAHRO PROFESSIONAL TRAINING & CONFERENCE SESSION ON NOVEMBER 12-16, 2017

A motion was made by Commissioner Navarro and seconded by Commissioner LaBoy to approve Resolutions 2017-56.

- Commissioner Johnson suggested that only two Commissioners go to the conference.

- Commissioner Juszcyk asked why the Chairman was going on the Housing Authority's tab and not the City's
- The Chairman stated that he is a Commissioner of the Board and like any other Commissioner, the Housing Authority can pay for training.

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

MOTION: RESOLUTION 2017-56 APPROVED

2017-58 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL BY INTERIM EXECUTIVE DIRECTOR PAMELA MITCHELL FOR THE PURPOSE OF COMPLETING STATE MANDATED COURSES

A motion was made by Commissioner Navarro and seconded by Commissioner Fernandez to approve Resolutions 2017-58.

- Pamela has completed one class and explained that there will be more courses in the Spring
- Commissioner Juszcyk asked what is the time restraint to complete the courses?
- Mr. Corriston stated that she has two years to complete.

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

MOTION: RESOLUTION 2017-58 APPROVED

APPROVAL OF MINUTES

1.) APPROVAL OF MINUTES OF THE SEPTEMBER 13, 2017 BOARD OF COMMISSIONERS' MEETING

A motion was made by Commissioner Navarro and seconded by Commissioner LaBoy to approve the minutes as presented.

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

ACTION: MINUTES FOR SEPTEMBER 13, 2017 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 of 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.

Germaine Gibson- 230 Sherman St.

Asked that the Board to continue to support Ms. Mitchell in her new position and stated that she hopes the Board continues to supports her when the time comes to hiring a permanent Director William Snyder’s company conducts the search.

Angerleener Austin

- Ms. Austin reported broken doors and that they fix the laundry matt.
- Ms. Austin reported that the backyards are piled with leaves because no one is watching the contractors.
- Ms. Austin asked that residents be made priority.

Mr. Cirilo stated that there is 2.5 million dollars which will be used to include a new laundry room. There will also be a managerial transition that will take place November 1st.

Commissioner Johnson stated that the new management company has not yet met with residents and asked when there will be a meeting to discuss any concerns.

Mr. Cirilo stated that HUD mandates that the new management company meet with the residents. A meeting will be set up soon.

Jaroslav Jackiw- 266 Lafayette Ave

- Can the Personnel Committee advise the public as to the disposition o all Legal Cases regarding employment practices of the HACP as of October 1, 2017?
Terrence Corriston stated that the OPRA Request submitted will be reviewed to address each case by case.
- Can the Chairperson of the HACP Board of Commissioners/ Personnel Committee advice the public as to the status of the current Public Safety Director as of October 18, 2017?

The Chairman stated that the position was advertised and interviews will be taking place.

- Has the Personnel Committee asked for input from the Police Chief/Mayor/ Council President and Council Members on prospective candidates or the HACP Public Safety Director position?
The Chairman responded, yes they were advised.
- Can the Chairperson of the HACP Board of Commissioners/ Personnel Committee advise the public as to the status of the current Executive Director as of October 18, 2017?
The Chairman stated that there will be a nationwide search for a permanent director.
- Has the Personnel Committee asked for input from the Mayor/ Council President and Council Members on prospective candidates for HACP Executive Director?
The Chairman stated that notices were sent notifying them of the changes.
- Can the Chairperson of the HACP advise the public who at HACP has overall responsibilities of Managing the HACP as of October 9, 2017?

The Chairman responded that Ms. Mitchell is currently the Acting Executive Director and is overseeing the HACP.

Ann Robinson- 228 Chestnut

Asked the Board of Commissioners for a donation for the Breast Cancer awareness program.

Katie Johnson- 200 2B

- Thanked Mr. Cirilo for his work and serving the residents. Ms. Johnson also wanted to congratulate Ms. Mitchell for her new position and wished her the best of luck.

CORRESPONDENCE

None.

EXECUTIVE DIRECTOR'S REPORT

Submitted.

COMMITTEE REPORT

Committee Reports submitted.

TREASURER'S REPORT/ DIRECTOR OF FINANCE REPORT

Submitted.

DIRECTOR OF HOUSING CHOICE VOUCHER PROGRAM'S REPORT

Submitted.

DIRECTOR OF RESIDENT SERVICE'S REPORT

Submitted.

SECURITY DIRECTOR'S REPORT

Submitted.

OLD BUSINESS

NEW BUSINESS

AJOURNMENT

7:15 p.m.

Respectfully submitted,

Pamela Mitchell
Executive Director/Secretary