

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
February 15, 2017**

PLACE: Chestnut Gardens
234 Chestnut Street
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:

Alan Juszcyk, Commissioner
Beatrice Johnson, Commissioner
Angel LaBoy, Commissioner
Henry Navarro, Commissioner
L. Daniel Rodriguez, Commissioner
Delmis G. Fernandez, Commissioner

STAFF MEMBERS PRESENT:

Victor Cirilo
Vincent Wynter
Joanna Lara
Joann Arroyo
Jeffrey Gorley
Nancy Lopez
Natasha Pearson
Yetlanezi Martinez

Meeting opened at 6:06 p.m.

ROLL CALL:

On roll call: Commissioner Johnson: Present; Commissioner Juszcyk: Present; Commissioner LaBoy: Present; Commissioner Navarro: Present; Commissioner Rodriguez: Present; Commissioner Fernandez: Present; Chairman Van Rensalier: Absent. Meeting was run by the Vice-Chairman.

APPROVAL OF MINUTES

1.) APPROVAL OF MINUTES OF THE DECEMBER 21, 2016 BOARD OF COMMISSIONERS' MEETING

A motion was made by Commissioner Rodriguez and seconded by Commissioner Fernandez to approve the December 21, 2016 Board of Commissioner Meeting minutes.

- Commissioner Juszcyk asked that a change be made to the Minutes to reflect the correct spelling of Steve Siklosi. Duly noted.

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

ACTION: MINUTES FOR DECEMBER 21, 2016 APPROVED

2.) APPROVAL OF MINUTES FOR THE FOLLOWING EXECUTIVE SESSIONS:

- Commissioner Juszcyk asked that the Board vote on the minutes separately.

A. MAY 20, 2015

A motion was made by Commissioner Rodriguez and seconded by Commissioner Johnson to approve the Executive Session minutes for May 20, 2015.

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

ACTION: EXECUTIVE MEETING MINUTES FOR MAY 20, 2015 APPROVED

B. JANUARY 20, 2016

A motion was made by Commissioner Rodriguez and seconded by Commissioner Fernandez to approve the Executive Session minutes for May 20, 2015.

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

ACTION: EXECUTIVE MEETING MINUTES FOR JANUARY 20, 2016 APPROVED

C. MAY 18, 2016

A motion was made by Commissioner Rodriguez and seconded by Commissioner Juszcyk to approve the Executive Session minutes for May 20, 2015.

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

ACTION: EXECUTIVE MEETING MINUTES FOR MAY 18, 2016 APPROVED

D. OCTOBER 19, 2016

A motion was made by Commissioner Juszcyk and seconded by Commissioner Rodriguez to approve the Executive Session minutes for May 20, 2015.

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

ACTION: EXECUTIVE MEETING MINUTES FOR OCTOBER 19, 2016 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.

Jaroslav Jackiw-266 Lafayette Avenue, Passaic, NJ

Can the Executive Director give a status update of all senior citizens RAD Program as of 2/15/17?

- The Executive Director gave the public an update and explained that all residents at the senior sites are being certified by the Section 8 Department. The Director explained that they are still within budget even with unforeseen situations that included the recent emergency replacement for a sewer pipe at East Monroe.

Can the Personnel Committee advise the public as to the disposition of all legal cases regarding employment practice in 2016? What is the dollar exposure at the HACP?

- The Executive Director explained that he cannot comment on this topic because it is a matter of litigation and there are pending personnel matters.

In an article on NorthJersey.com (9/23/16) it was allegedly cited in a lawsuit, practices of nepotism, cronyism in 2016. Has the personnel committee investigated the matter? What were the results of the investigation?

- The Executive Director explained that he cannot comment on this topic because it is a matter of litigation and there are pending personnel matters.

Can the Executive Director advise the public if all resident issues of 2016 have been abated as of February 15, 2017?

- The Executive Director stated that the question is generic and will answer in generic terms. Issues come up and the management teams work Saturday, Sundays, and Holidays to try to address any resident concerns. The Executive director asked if he had any specific questions he would answer.
- Mr. Jackiw responded that he did not.

Has the Finance and Youth Resident Services Committee allocated sufficient funding for all Summer youth actives & programs for 2017?

- The Executive Director stated that the Youth and Resident services has been budgeted the same as last year.

What is the state of all programs for seniors/residents in 2017?

- The Executive Director stated that the community rooms at the senior sites have been rehabbed with new floors, windows, TV, and surround system. The Director also explained that they still do “Bingo Night” and are working on doing a “Salsa Night” for seniors.

Angerleener Austin- 222 Sixth Street Apt. 1C

- Ms. Austin expressed her concern for the conditions during the recent ice storm. She asked that salt be spread throughout the storm continuously.
- Ms. Austin described the current conditions of the basement at Sixth Street. Ms. Austin asked the Board to consider painting the room.
- Ms. Austin explained that each household should have one parking sticker and requested that Housing enforce it due to lack of parking spots at Vreeland Village.
- The Executive Director stated that staff follows a routine. From 7 a.m. to 10 a.m. staff distributed calcium throughout HACP sites. Ms. Austin stated that by 2 p.m. it was icy again.

- The Executive Director explained that Monday morning, salt was put out at all sites. He also explained that the Housing Authority are using temps and will be on call to address these issues during bad weather so that other staff can take care of work orders.
- Commissioner LaBoy asked if there has been any work or “facelifts” that have been done to the basement on Sixth Street since Sandy.
- The Executive Director responded that there has not been a full rehab but work was done. Commissioner LaBoy requested an update for the next meeting on the painting of the Sixth Street basement.
- Commissioner Juszcyk asked how many stickers have been given out to residents for parking and if there is a process for attaining a new sticker. Joann Arroyo explained that every household receives one sticker but if for example, a car is sold, the residents are required to bring in a notarized letter and other documentation.

Evelyn Robinson- 222 Sixth Street 2B

- Ms. Robinson asked that the Board consider using semi-gloss when painting the basement on Sixth Street.
- Ms. Robinson stated that she received a notice regarding bed bugs in her building. She explained how it is an inconvenience since everyone now has to strip furniture and clothes. Ms. Robinson also informed the Board that there is one family in the building who are causing the inconvenience.
- Commissioner Johnson asked if this process is done at every site. Joann Arroyo explained that there is a procedure and once the problem is targeted, all surrounding apartments are also treated to prevent further infestation.
- Commissioner Juszcyk explained that many times after treatment is performed, people do not have the knowledge on how to prevent bed bug infestations again.

Paulette Gathers 220 Sixth Street 3C

- Ms. Gathers explained that when she gets home from work it is very difficult to find parking on Sixth Street.
- Ms. Gathers also informed the Board that there are kids always playing in the hallways. Ms. Gathers requested that a letter be sent out to each resident about the problem.
- Mr. Corrison stated that there is no need to send letters out to everyone if the issue can be addressed directly with the resident causing the problem with the help of the managers.
- Commissioner Johnson agreed with the resident and stated that it is getting very difficult to find parking on Sixth Street.

- Commissioner LaBoy asked that the Executive Director and Manager follow up they continue taking legal steps to address resident issues.

A motion was made by Commissioner Rodriguez to close Remarks by Citizens and seconded by Commissioner Fernandez.

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

ACTION: APPROVED

RESOLUTIONS

VICE CHAIRMAN NAVARRO 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 CONCIDERED TOGETHER.

The Executive Director respectfully pulled Resolution 2017-13

Commissioner Juszcyk requested that Resolution 2017-02, 2017-04, and 2017-07 be considered separately.

Commissioner Johnson requested that Resolution 2017-09, 2017-10, and 2017-12 be considered separately.

- 2017-01 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD DECEMBER 19, 2016 THROUGH FEBRUARY 10, 2017

- 2017-03 RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AUTHORIZING AN EMERGENCY REPLACEMENT OF A COLLAPSED SEWER DRAIN PIPE AND THE LINING OF THE DAMAGED MAIN SEWER LINE OF THE MURPHY APARTMENTS LOCATED AT 14-34 EAST MONROE STREET IN THE TOTAL AMOUNT OF TWENTY THOUSAND NINE HUNDRED AND SIXTY DOLLARS (\$24,790.00) BY SIMPLE DRAIN REPAIRS

- 2017-05 RESOLUTION AUTHORIZING THE WRITE-OFF OF TENANT ACCOUNTS RECEIVABLE FOR THE FISCAL YEAR ENDED DECEMBER 31, 2016

- 2017-06 RESOLUTION CERTIFYING INFORMATION TO BE SUBMITTED TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) FOR FISCAL YEAR ENDING DECEMBER 31, 2016

- 2017-08 RESOLUTION APPROVING THE OPENING OF THE SENIOR/DISABLED

PROJECT BASED VOUCHER (PBV) WAITING LIST FOR STUDIO/1BR,
2BR AND WHEELCHAIR ACCESSIBLE APARTMENTS

2017-11 RESOLUTION APPROVING PERSONNEL ACTION

~~2017-13 RESOLUTION ESTABLISHING HOUSING AUTHORITY OF THE CITY OF
PASSAIC GUIDELINES FOR HEARINGS.~~

A motion was made by Commissioner Rodriguez and seconded by Commissioner LaBoy to approve Resolutions 2017-01, 2017-03, 2017-05, 2017-06, 2017-08, and 2017-11.

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

MOTION: APPROVED

RESOLUTIONS CONSIDERED SEPARATELY

2017-02 RESOLUTION AUTHORIZING THE DELAYED INTRODUCTION AND SUBMISSION OF THE BUDGET OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC FOR THE FISCAL YEAR JANUARY 1, 2017 TO DECEMBER 31, 2017

- A motion was made by Commissioner Rodriguez and seconded by Commissioner LaBoy to approve Resolution 2017-02
- Commissioner Juszcyk asked if there are any penalties with submitting the budget late. Mr. Wynter explained that there is a disconnect between HUD and the State of New Jersey and each year it keeps going out later and later.

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

MOTION: APPROVED

2017-04 RESOLUTION AUTHORIZING THE ANNUAL RENEWAL FOR SOFTWARE SUPPORT AND UPDATE SERVICES WITH TENMAST SOFTWARE IN AN AMOUNT NOT TO EXCEED TWENTY-TWO THOUSAND AND EIGHT HUNDRED AND FIFTY-FIVE DOLLARS (\$22,855.00)

A motion was made Commissioner Fernandez and seconded by Commissioner Rodriguez to approve Resolution 2017-04

- Commissioner Juszcyk asked if this contract was put out to bid.
- Mr. Wynter responded that the Housing Authority has been using Tenmast for 10 years and are happy with the system. He also explained the cost to change programs would be very high to change to another system since it is a proprietary system.

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

MOTION: APPROVED

2017-07 RESOLUTION APPROVING OFFICIAL TRAVEL TO AND FROM
ARLINGTON, VA BY THE EXECUTIVE DIRECTOR AND CHAIRMAN
FOR THE PURPOSE OF ATTENDING THE 2017 NAHRO LEGISLATIVE
CONFERENCE ON MARCH 26-28

A motion was made Commissioner Johnson and seconded by Commissioner Fernandez to approve Resolution 2017-07

- Commissioner Juszcyk noted that there was no budget number.
- The Executive Director stated that all attachments were included in packets but apologized since Commissioner Juszcyk's packet did not include it.

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

MOTION: APPROVED

2017-09 RESOLUTION APPROVING THE OPENING OF THE SECTION 8 HOUSING
CHOICE VOUCHER (HCV) PROGRAM WAITING LIST

A motion was made Commissioner Rodriguez and seconded by Commissioner Fernandez to approve Resolution 2017-09

- Commissioner Johnson asked if applications will be distributed only at HACP sites or all over the city.
- The Executive Director responded that applications will be distributed at City Hall, the Library and other sites throughout the city as well as the HACP website.

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

MOTION: APPROVED

2017-10 RESOLUTION APPROVING AN AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AND NJNAHRO TO PARTICIPATE IN A COLLEGE STUDENT INTERNSHIP PROGRAM

A motion was made Commissioner Rodriguez and seconded by Commissioner Johnson to approve Resolution 2017-10

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

MOTION: APPROVED

2017-12 RESOLUTION APPROVING OFFICIAL TRAVEL TO AND FROM AUGUSTA, GA BY HAHSAN BATTLE TO ATTEND A PUBLIC HOUSING MANAGER TRAINING ON FEBRUARY 26 THROUGH MARCH 3, 2017

A motion was made Commissioner Johnson and seconded by Commissioner Fernandez to approve Resolution 2017-12

- Commissioner Johnson asked if all professional development courses are offered to all staff.
- The Executive Director explained that certain positions require certifications for example for this employee it was a requirement as part of his hiring process to become certified.

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

MOTION: APPROVED

RESIDENT COUNCIL REPORTS

None.

CORRESPONDENCE

Executive Director announced that the Housing Authority received the official RAD approval for Vreeland and Chestnut Gardens.

EXECUTIVE DIRECTOR'S REPORT

Submitted.

COMMITTEE REPORT

None.

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

None.

NEW BUSINESS

Commissioner Johnson asked that she be informed when the Director of Finance's Contract is expiring or if it's coming up soon.

The Executive Director explained that it was a negotiated condition of re-employment to extend the contract for the Finance Director when he had considered alternative employment. The intent was not to renew a contract upon expiration, but to go back to the previous at-will arrangement.

Commissioner Rodriguez stated that it was important to get a contract for the Executive Director to ensure the years to come with RAD but any other matters will also be addressed. He also explained that the Personnel Committee had not yet met to discuss other items.

Commissioner Juszcyk congratulated Commissioner LaBoy on his retirement.

AJOURNMENT

7: 31 p.m.

Respectfully submitted,

Victor Cirilo
Executive Director/Secretary