

ITEM D

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
DECEMBER 19, 2018**

PLACE: Community Center
33 Aspen Place
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 21, 2017 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.

COMMISSIONERS - PRESENT: Delmis G. Fernandez
Beatrice Johnson
Alan Juszcyk
Angel LaBoy
L. Daniel Rodriguez
Edwin Perez
Ronald Van Rensalier

STAFF MEMBERS PRESENT: Pamela Mitchell
Joann Arroyo
Leidy Brito-Diroche
Glenny Candelaria
Joanna Lara
Natasha Pearson
Lismarie Guerrero
Vincent Wynter
Barlow Taylor
Robert Sforza

Meeting opened at 5:03 p.m.

ROLL CALL:

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

Election of officers conducted by Terrence J. Corrison

Nominations for Chairman for 2019

Commissioner Johnson nominated the current Chairperson, Ronald Van Rensalier, for another term as Chairperson.

- Commissioner LaBoy asked, if someone else gets nominated does that forfeit the person who has been chairman for more than two terms?
- Terrence Corrison: The person must be nominated and elected.

Commissioner LaBoy nominated Alan Juszcyk for Chairperson.

On roll call vote: Commissioner Johnson: Ronald Van Rensalier; Commissioner Juszcyk: Alan Juszcyk; Commissioner LaBoy: Alan Juszcyk; Commissioner Rodriguez: Ronald Van Rensalier; Commissioner Fernandez: Ronald Van Rensalier; Commissioner Perez: Ronald Van Rensalier; Chairman Van Rensalier: Ronald Van Rensalier.

Ronald Van Rensalier was elected Chairman.

Nominations for Vice Chairman for 2019

Chairman Van Rensalier nominated Commissioner Rodriguez for Vice Chairman and was seconded by Commissioner Johnson.

Commissioner Juszcyk nominated himself for Vice Chairman.

On roll call vote: Commissioner Johnson: L. Daniel Rodriguez; Commissioner Juszcyk: Alan Juszcyk; Commissioner LaBoy: Abstain; Commissioner Rodriguez: L. Daniel Rodriguez; Commissioner Fernandez: L. Daniel Rodriguez; Commissioner Perez: L. Daniel Rodriguez; Chairman Van Rensalier: L. Daniel Rodriguez.

L. Daniel Rodriguez was elected Vice-Chairman.

Nominations for Treasurer for 2019

Commissioner Johnson nominated Commissioner Juszcyk.

Commissioner Rodriguez nominated Commissioner LaBoy.

On roll call vote: Commissioner Johnson: Alan Juszcyk; Commissioner Juszcyk: Alan Juszcyk; Commissioner LaBoy: Alan Juszcyk; Commissioner Rodriguez: Alan Juszcyk; Commissioner Fernandez: Alan Juszcyk; Commissioner Perez: Alan Juszcyk; Chairman Van Rensalier: Alan Juszcyk.

Alan Juszcyk was elected Treasurer.

Executive Director Pamela Mitchell presented retirees Ramon Pacheco, Roosevelt Johnson and Wesley Curtis with certificates for their great service throughout the years.

Chairman Van Rensalier thanked the awardees whom he worked alongside at the Housing Authority for many years and congratulated them on their award tonight.

MINUTES OF THE OCTOBER 17, 2018 BOARD OF COMMISSIONERS MEETING

A motion was made by Commissioner Fernandez, seconded by Commissioner Rodriguez to approve the minutes of the October 17, 2018 Board of Commissioners' meeting.

Commissioner Jusczyk requested that page six, *closing of Remarks by Citizens*, be corrected to reflect his absence during roll call.

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

MOTION: MINUTES FOR THE OCTOBER 17, 2018 BOARD MEETING APPROVED AS AMENDED.

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.

Renee Griggs, 23 Aspen Pl. Apt. 6C: Happy holidays to everyone. We definitely miss Mr. Pacheco; and building 33 has not been cleaned in the manner it had been since Roosevelt Johnson. Wesley has been a person you would want to have living in your community. He is caring about the children and is there to lend a helping hand whenever he can.

Paulette Gathers, 202 Sixth St. Apt. 3C: There is an issue with building 200 and 203. There are people in the backyards using drugs. It has been reported to the Security Investigator. Can something be done about that?

Evelyn T. Robinson, 222 Sixth St. Apt. 2D: As I was decorating for Christmas and there was a strong marijuana smell inside the building. Too many residents are ruining the quality of life. I am asking that a formal meeting take place with the Security Investigator and the Executive Board.

- Chairman Van Rensalier: Before you leave, please meet with Security Investigator to set up a meeting with residents and your officers so that the issue can be resolved. The

Security Investigator can also coordinate with the City to bring the police officers from the City and the narcotics unit into the situation as well.

- Ms. Robinson: I would hope that the new contract with the City requires that police officers get out of their cars and walk the streets and buildings.
- Chairman Van Rensalier: Come back next month and give us any updates on what is going on.

Commissioner Rodriguez: Ms. Robinson, thank you for your report. I enjoyed reading it. The Security Investigator's job is to investigate and alert the police. But as citizens we also need to do what our part is. We must call the police every time there is an incident and continue to call until they have no choice but to patrol the area. My advice is to continue to call until something is done.

- Chairman Van Rensalier: Document every time you call, whether it be a response or non-response.
- Commissioner Rodriguez: That information can be given to the Security Investigator and he can report it to the Chief of Police.

A motion was made by Chairman Van Rensalier, seconded by Commissioner LaBoy to close the *Remarks by Citizens* portion of the meeting.

All in favor.

RESOLUTIONS

CHAIRPERSON VAN RENSALIER STATED THAT 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.

Commissioner Rodriguez asked that Resolutions 2018-74 and 2018-76 be considered separately.

Commissioner Jusczyk asked that Resolution 2018-73 be considered separately.

2018-73 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF OCTOBER 15, 2018 THROUGH DECEMBER 14, 2018.

A motion was made by Commissioner Fernandez, seconded by Commissioner Johnson, to approve Resolution 2018-73.

- Commissioner Jusczyk: I separated this resolution in case any commissioner wants to abstain for payment to the Passaic Valley Water Commission.

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

MOTION: RESOLUTION 2018-73 APPROVED.

2018-74 RESOLUTION 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 MURPHY APARTMENTS FOR A TWO (2) YEAR PERIOD IN THE AMOUNT OF ONE HUNDRED SEVENTY-SIX THOUSAND FOUR HUNDRED DOLLARS AND NO CENTS (\$176,400.00).

A motion was made by Commissioner LaBoy, seconded by Commissioner Johnson, to approve Resolution 2018-74.

- Commissioner Rodriguez: If Executive Director Mitchell can go over on how we came up to that number, as it seems a little high.
- Executive Director Mitchell: Standard Elevator is the current contractor and they went up on their price over \$10,000. That price is for all sites. It would cost about \$250,000 to replace one elevator.
- Robert Sforza: Six contractors picked up specifications, but only one bid.

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

MOTION: RESOLUTION 2018-74 APPROVED.

2018-76 RESOLUTION AUTHORIZING AWARD OF CONTRACT TO EXCLUSIVE CONTRACTING LLC FOR LANDSCAPE/GROUNDS MAINTENANCE SERVICE AT ALL AUTHORITY SITES FOR AN AMOUNT NOT TO EXCEED NINETY-EIGHT THOUSAND SIX HUNDRED AND FORTY DOLLARS AND NO CENTS (\$98,640.00) FOR A PERIOD OF TWO (2) YEARS.

A motion was made by Commissioner LaBoy, seconded by Commissioner Perez, to approve Resolution 2018-76.

- Commissioner Rodriguez: What exactly does the contract entail? Was there a bid process?
- Robert Sforza: There were five or six specifications given out. There was only one bid. The price has been the same for the past five or six years. It entails cutting grass, mulch, leaf raking, weeding, and putting down fertilizer. They have a monthly schedule.
- Terrence Corrison: In the future, include the name of the contractor being awarded in the resolution so it can be on the record.
- Chairman Van Rensalier: What is the process for advertising?
- Robert Sforza: We advertise in the Herald News, the Record and on our website.
- Chairman Van Rensalier: In the future, we need to advertise in Latino newspapers and reach out to local contractor.

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

MOTION: RESOLUTION 2018-76 APPROVED.

Commissioner Juszcyk request Resolution 2018-82 be considered separately as well.

2018-82 RESOLUTION ADOPTING A MEMORANDUM OF UNDERSTANDING BETWEEN THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AND THE CITY OF PASSAIC TO PROVIDE SPACE FOR ENVIRONMENTAL RESOURCE CENTER IN THE CITY OF PASSAIC, NEW JERSEY.

A motion was made by Commissioner Rodriguez, seconded by Commissioner Fernandez, to approve Resolution 2018-82.

- Commissioner Juszcyk: On the MOU, item 4 states the City shall provide all security and basic maintenance. Would the security be in form of Passaic Police Officers and is that separate from police services in the contract with the Housing Authority?
- Chairman Van Rensalier: Yes, that would be my understanding.
- Commissioner Juszcyk: Would basic maintenance include pest control?
- Chairman Van Rensalier: I think it would only be the cleaning of the interior. Cleaning up after the participants.
- Commissioner Juszcyk: I think it would be beneficial to us if it included any needed pest control after the use.
- Chairman Van Rensalier: I ask the Executive Director to clarify with the City and amend to MOU if necessary.
- It also mentions NJ code blue weather regulations and my also include code red. What are the parameters for lower and upper range for this to be utilized? Would precipitation also be a factor?
- Chairman Van Rensalier: I think it would be helpful if you didn't think of it as "code red" or "code blue". Think of it in terms of extreme weather conditions. When it comes to extreme weather conditions, that call is mandated by state.
- Commissioner Juszcyk: Are there any other cities with similar MOUs?
- Commissioner Rodriguez: To me it doesn't matter if other Housing Authorities have it. To me it's the right thing to do.
- If there are any fliers going out, can the Housing Authority also get credit for participating in this program?
- Commissioner Rodriguez: This is just temporary. Once the Dignity House is up and running the city will no longer utilize the space.
- Chairman Van Rensalier: It will not just be a space where people can cool off or keep warm. There will be other services provided.

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

MOTION: RESOLUTION 2018-82 APPROVED.

CONSENT AGENDA:

- 2018-75 RESOLUTION AUTHORIZING CHANGE ORDER NUMBER ONE (1) ON CONTRACT 2018-30 FLOORING UPGRADES AT VREELAND VILLAGE, INCREASING THE TOTAL CONTRACT AMOUNT BY FOURTEEN THOUSAND FIVE HUNDRED NINETY-FIVE DOLLARS (\$14,595.00) TO A TOTAL OF TWO HUNDRED EIGHTY-NINE THOUSAND FIVE HUNDRED NINETY-FIVE DOLLARS AND NO CENTS (\$298,595.00).
- 2018-77 RESOLUTION AUTHORIZING AN AWARD OF A PURCHASE ORDER TO NICKEL ELECTRIC, INC. FOR ELECTRICAL SERVICE AND MAINTENANCE AT ALL AUTHORITY SITES FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00).
- 2018-78 RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC APPROVING REGULAR PUBLIC MEETINGS FOR THE YEAR 2019.
- 2018-79 RESOLUTION APPOINTING A FUND COMMISSIONER TO THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND.
- 2018-80 RESOLUTION AUTHORIZING APPROVAL OF THE RESIDENT SERVICES ACTIVITIES BUDGET OF THE VREELAND VILLAGE COMMUNITY ASSOCIATION, INC. FOR THE FISCAL YEAR OF 2019 IN AN AMOUNT NOT TO EXCEED TWO THOUSAND EIGHT HUNDRED SEVENTY-FIVE DOLLARS (\$2,750.00)
- 2018-81 RESOLUTION AUTHORIZING APPROVAL OF THE RESIDENT SERVICES ACTIVITIES BUDGET OF THE CHESTNUT GARDENS RESIDENT COUNCIL, INC. FOR THE FISCAL YEAR OF 2019 IN AN AMOUNT NOT TO EXCEED ONE THOUSAND SEVEN HUNDRED FIFTY DOLLARS (1,750.00).
- 2018-85 RESOLUTION APPROVING CHANGES TO THE ORGANIZATIONAL CHART.
- 2018-87 RESOLUTION CONFIRMING APPROVAL FOR OFFICIAL TRAVEL TO AND FROM ATLANTIC CITY, NJ BY CHAIRMAN RONALD VAN RENSA LIER FOR THE PURPOSE OF REGISTRATION TO ATTEND THE NJNAHRO FALL CONFERENCE ON NOVEMBER 12-15, 2018.
- 2018-88 RESOLUTION AUTHORIZING AN AGREEMENT FOR SERVICES WITH US-VoIP, INC. FOR 36 MONTHS FOR HOSTED PBX TELEPHONE SERVICE.

2018-89 RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE CITY OF PASSAIC AUTHORIZING A CONTRACT WITH THE CITY OF PASSAIC FOR POLICE SERVICES FOR A TERM COMMENCING JANUARY 1, 2019 AND TERMINATING DECEMBER 31, 2019 WITH AN OPTION FOR A ONE-YEAR EXTENSION FOR AN ANNUAL AMOUNT NOT TO EXCEED TWO HUNDRED EIGHTY THOUSAND DOLLARS (\$280,000.00).

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

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

MOTION TO GO INTO EXECUTIVE SESSION:

A motion was made by Commissioner Rodriguez, seconded by Commissioner Juszcyk to go into Executive session to discuss personnel matters.

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

MOTION TO GO INTO EXECUTIVE SESSION APPROVED.

Commissioners went into Executive session.

MOTION TO RECONVENE:

A motion was made by Commissioner LaBoy, seconded by Commissioner Perez, to reconvene.

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

MOTION TO RECONVENE 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.

Correction: Change Jeff Gorley's name to Barlow Taylor.

PROPERTY MANAGEMENT REPORT

Submitted.

SECURITY INVESTIGATOR'S REPORT

Submitted.

OLD BUSINESS

None.

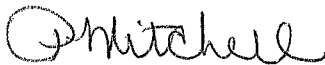
NEW BUSINESS:

- Chairman Van Rensalier: Ms. Evelyn Robinson, your report was fantastic. I really appreciate you submitting your report.
- Commissioner LaBoy: I also agree, Ms. Robinson. The report was tremendous. You should think about holding a workshop. It really gives us a lot of insight.
- Commissioner Juszcyk: I would like to wish everyone a merry Christmas, happy Kwanza, happy new year, and if there are any Canadians here, happy Boxing Day.
- Chairman Van Rensalier: You can also visit the City website for multiple upcoming events. There is a Kwanza event this Saturday. Have a blessed Christmas and a very healthy and happy new year. Congratulations again to our retirees. I would like to thank individually all the board members for their tremendous work in 2018 and I look forward to working you in 2019.

ADJOURNMENT

6:03 p.m.

Respectfully submitted,



Pamela Mitchell

Executive Director/Secretary