

ITEM D

**HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
MARCH 20, 2019**

PLACE: City Council Chambers
330 Passaic 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 29, 2018 notice of this meeting specifying the date, time and location was published by the Herald News and The Record and transmitted via email 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
Edwin Perez
L. Daniel Rodriguez
Majin Zuniga
Ronald Van Rensalier

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

Meeting opened at 6:30 p.m.

ROLL CALL:

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

APPROVAL OF MINUTES

APPROVAL OF MINUTES OF THE FEBRUARY 27, 2019 BOARD OF COMMISSIONERS' MEETING

A motion was made by Commissioner Fernandez, Seconded by Commissioner Perez, to approve the minutes of the February 27, 2019 Board of Commissioners' Meeting.

- Commissioner Juszcyk asked that the minutes be corrected. He would like to add, under Resolution 2019-14, he asked how many students would be participating in the work program and the answer was unknown.

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

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.

Renee Griggs, 23 Aspen Pl. Apt. 6C: In January, former Commissioner Germaine Gibson spoke about the mailboxes being broken in building 23. This is becoming a serious matter to myself and the residents in the building. Due to this, my granddaughter did not receive a letter from school so she was denied free tuition. This is a serious situation. When will it be fixed? Will it be done in the near future? I would also like to say to Glenny and the staff of the Speer Village tutorial program, I really enjoyed the program.

- Commissioner Johnson: After that meeting, I went to the building with Renee and took pictures. I forwarded the pictures to Vincent and Pamela.
- Ms. Mitchell: We are waiting for a vendor to install the part.
- Chairman Van Rensalier: Our staff can't install a part?

- Mrs. Pearson: It's not a part that needs to be installed, it's the entire door and frame. It was entirely vandalized and broken so it was not something that can be repaired. I had to order a new mailbox for the 35 doors that were there. I have been in contact with several contractors, however it has not been an easy task. As you are aware, we do not currently have a General Repairs Contract.
- Commissioner Johnson: In the interim, while the mailboxes were broke, could a flyer have gone out to the residents and could something have been worked out with the post office to have the mail delivered to the management office?
- Mrs. Pearson: Unfortunately, no. I did send notices out to the residents when the issue occurred. The only thing the Post Office said they would be able to do is hold the mail for the residents. Legally they cannot give me or put anyone else's mail in my possession.
- Chairman Van Rensalier: Do we have a time frame as to when this would be rectified?
- Mrs. Pearson: At this point, we're waiting for the one vendor response. If I don't get anything back from them, my next step would be to try to get our Local Union 55 workers to try to do it.
- Commissioner Rodriguez: What are we doing to reach out to vendors?
- Mrs. Pearson: I have been calling and sending emails.
- Commissioner Rodriguez: Is it that they don't want to do the work?
- Mrs. Pearson: They don't want to come do the work. There are very few contractors who do this type of installation. The closest who are near us are in South Jersey and the don't want to come to North Jersey to install mailboxes.
- Chairman Van Rensalier: Can I ask you to reach out to the Purchasing Agent for the City of Passaic, who has a list of local contractors who might at the very least look at the situation and evaluate it to determine whether or not they can handle the job. Her name is Doris Dudek and she has a whole list of contractors, both local and otherwise, that might be able to assist us.

Eula Washington, 226 Sixth St. Apt. 1B: I heard the head speak about railroad tracks. There are homeless people who live there. What is going to happen to them?

- Mayor Lora: We have invested a significant amount of resources to create a homeless resource center called Passaic Dignity House. It will be a specific location where homeless individuals will be allowed to take a shower, get a haircut, get their clothes washed. I would like to thank the Housing Authority, Executive Director Pam Mitchell, the Commissioners. Because while we've been constructing that, they have been so generous and kind to provide a space for those who are most vulnerable in our community.

Brianna Combs, 203 Sixth St. Apt. 3D: Since we moved in in January 2016 the front and back entrance doors have been broken. I went to work at 5:00 a.m. and there was a crackhead sleeping on the stairs. I came home one day and the hallways were filthy. There were ashes, cigarette butts and garbage on the floor. When garbage is being picked up there is garbage being left behind on the streets.

- Chairman Van Rensalier: Leidy, can you give us some input. I noticed in your report you indicated that you were working with an architect on a solution for the exit and entry doors. Can you elaborate on that?

- Ms. Brito: We did a walkthrough of the site and he looked at the doors. The glass on one of the doors was shattered in buildings 210 and 203 the entire hardware for the doors is completely gone. We are currently working with Premier, the security company, to get a more affordable quote to get the doors repaired.
- Chairman Van Rensalier: Do we have any idea of when we can anticipate to have this matter taken care of?
- Ms. Brito: I spoke to him this week and he said he was going to get back to me, so I will reach out tomorrow and see exactly where we are.
- Commissioner Van Rensalier: If you would put out an informational flyer to the residents to keep them updated as to your efforts and please report to the board at the next meeting as to the status of the doors.
- Commissioner Rodriguez: What are we doing to secure the doors; for security purposes? Are we having a temporary guard there? Because now the safety of the residents is in jeopardy.
- Mr. Taylor: I'm not sure if that is feasible, only because the financial cost to hire a guard. The police are there to patrol. The same problem is occurring at Speer Village. There are only two officers to patrol. The situation is not the best, but it is being handled as economically efficient as it possibly can be until it can be repaired.
- Chairman Van Rensalier: I would suggest to all the residents that if you see a situation where you think that you or and resident would be in danger, that you call the police. The police have to answer to the entire city, which includes all of the public housing as well. Director, can you please help us with speaking to the police and make them aware that we have this situation with the doors and they should maybe increase their patrol.
- Mr. Taylor: We are meeting and it is ongoing.
- Commissioner Fernandez: Is there a temporary solution? Is there, maybe, a possibility of re-routing or putting in a temporary barrier that will allow you to come in and out and have the safety that they need?
- Chairman Van Rensalier: Director, Commissioner Johnson will call you to convene a Building & Grounds Committee meeting so that you can explore some temporary solutions until we get a permanent fix. She will reach out to both directors, Security Director and Executive Director.

Michelle Thomas, 200 Sixth St. Apt. 3D: It's not just one building, it's pretty much every building down there. People are coming into the building smoking crack. It's really getting out of hand. I suffer from lupus and rheumatoid arthritis and I live on the third floor. I have no problem living on the third floor, but I don't want to have to run into one of them going up to the third floor and I can't run nor defend myself. I don't think that's fair. Something needs to be done.

- Chairman Van Rensalier: Particularly if they are non-residents, we need to have the police respond and arrest them and send a message that if you're hanging out on our properties, they're going to be arrested.

Mae Francis Ray, 226 Chestnut St: I have a situation where I have squirrels in the ceiling. I reported it to the office. I was told it was not an emergency. They scratched up a hole in the ceiling. I have plywood up there now. I asked for the plywood to stay there for at least a month to make sure there was nothing scratching the ceiling. I was told HUD and the City were coming so it had to be fixed. If it's not an inconvenience to me for the plywood to be up there, why can't

it stay? I would like to know what's an emergency? I was told if it's the refrigerator, stove or heat that's considered an emergency.

- Commissioner Van Rensalier: Leidy, can you speak on what has been done? I know that you had contractors out there to rectify this. Can you enlighten the Board?
- Ms. Brito: There was a piece of siding missing from behind 232 Chestnut and also 226. I called a pest control company/contractors. They installed a two-way tunnel for what we believe is a squirrel. This tunnel will allow for whatever is in there to come out but not come back in. After this was installed, I contacted Ms. Ray to see if she still heard any scratching and she did not. I received a call from HUD and the City of Passaic. I explained to Ms. Ray that we had to go into her unit to fix the hole that was made. She stated she wanted to wood to stay there longer to make sure there was nothing still in there. So I called the City and asked for more time to complete the job.
- Commissioner Van Rensalier: What was the length of the extension?
- Ms. Brito: He will be back Tuesday or Wednesday.
- Commissioner Jusczyk: Why was a pest control company called when the city has animal control officers that are already on staff?
- Ms. Brito: They were called but they do not deal with squirrels being in crawlspaces.

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

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

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 Jusczyk asked that Resolution 2019-16 be considered separately.

2019-16 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OF FEBRUARY 19, 2019 THROUGH MARCH 14, 2019.

A motion was made by Commissioner Rodriguez, seconded by Commissioner Johnson, to approve Resolution 2019-16.

- Commissioner Jusczyk: I separated this resolution for two reasons. 1) To allow any commissioner with a relationship with the Passaic Valley Water Commission to abstain on it. And I also have a question on payment to a vendor included on this resolution. The questions are pertaining to payments to the Passaic Fire Department for false alarm penalties in the amount of \$2300. I would like to know how these false alarms were reported to the fire department. Which site(s) were entailed with these false alarms? Which building(s)? Any idea if a resident or non-resident caused the false alarm? If it

was an alarm that was pulled, is there camera pick-up that you can see who pulled the false alarm?

- Ms. Mitchell: Most of the time the false alarms come from Speer Village. They vary from individual to someone being stuck in the elevator. The fire department responds, they call us, we send out one of our maintenance guys on standby and sometimes we have to call the elevator company out. They do charge for responding to our sites.
- Chairman Van Rensalier: Is there a set fee?
- Ms. Mitchell: Yes, there is. I don't recall off hand what it is.
- Chairman Van Rensalier: Can you get a fee structure for the Fire Department for the next meeting so that the Board has a clearer understanding?
- Commissioner Rodriguez: If I may ask, can questions be asked before the meeting?

On roll call vote: Commissioner Juszcyk: Aye; Commissioner Johnson: Aye; Commissioner Fernandez: Aye; Commissioner Perez: Aye; Commissioner Rodriguez: Aye; Commissioner Zuniga: Aye; Chairman Van Rensalier: Aye (Abstain to Passaic Valley Water Commission and City of Passaic).

CONSENT AGENDA:

- 2019-17 RESOLUTION APPROVING THE ADOPTION OF THE 2019 BUDGET
- 2019-18 RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO FAIRVIEW INSURANCE AGENCY ASSOCIATES, INC. FOR PROFESSIONAL RISK MANAGEMENT SERVICES FOR A PERIOD OF TWO (2) YEARS FOR AN AMOUNT NOT OT EXCEED SIX PERCENT (6%) OF THE HOUSING AUTHORITY'S ANNUAL INSURANCE ASSESSMENT
- 2019-19 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL BY PAMELA MITCHELL AND NATASHA PEARSON FOR THE PURPOSE OF COMPLETING HOUSING QUALITY INSPECTION (HQS) SEMINAR WITH CERTIFICATION EXAM OFFERED AT ORANGE HOUSING AUTHORITY APRIL 8-10, SPONSORED BY NAHRO PROFESSIONAL DEVELOPMENT
- 2019-20 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL TO AND FROM ATLANTIC CITY, NEW JERSEY BY TWO (2) COMMISSIONERS AND TWO (2) HACP STAFF MEMBERS TO ATTEND THE 2018 NJNAHRO SPRING CONFERENCE & TRADE SHOW ON MAY 5-8, 2019.
- 2019-21 RESOLUTION REQUESTING APPROVAL FOR OFFICAL TRAVEL TO AND FROM HAMILTON, NEW JERSEY BY FIVE (5) STAFF MEMBERS TO ATTEND THE 2019 NJHMFA SPRING TAX CREDIT CONFERENCE MAY 16-19, 2019

- 2019-22 RESOLUTION AUTHORIZING CHANGE ORDER NUMBER ONE (1) ON CONTRACT 2018-58 FOR DHW BOILER U F GRADES AT VREELAND VILLAGE, INCREASING THE TOTAL CONTRACT AMOUNT BY ELEVEN THOUSAND EIGHT HUNDRED FIFTY-TWO DOLLARS AND SEVENTY-SEVEN CENTS (\$11,852.77) TO A TOTAL OF TWO HUNDRED SIXTY-FOUR THOUSAND FIFTY-TWO DOLLARS AND SEVENTY-SEVEN CENTS (\$264,052.77)
- 2019-23 RESOLUTION CONFIRMING APPROVAL FOR OFFICIAL IN-HOUSE HCV TRAINING SPONSORED BY NAN MCKAY FOR HCV STAFF CORAL MOREL, ANGELICA GRULLON, AND TANISHIA HENDLEY FOR THE PURPOSE OF OBTAINING HCV SPECIALIST CERTIFICATION ON DECEMBER 10-14, 2018
- 2019-24 RESOLUTION APPROVING OFFICIAL TRAVEL TO AND FROM NEWARK, NEW JERSEY BY HAHSAN BATTLE, LISMARIE GUERRERO, AND TANIA PADILLA FOR THE PURPOSE OF ATTENDING A SEMINAR ENTITLED HCV, PH, & RENT CALCULATION CERTIFICATION, SPONSORED BY NAN MCKAY ON MAY 21-23, 2019

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

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

MOTION: RESOLUTIONS 2019-17, 2019-18, 2019-19, 2019-20, 2019-21, 2019-22, 2019-23 and 2019-24 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.

PROPERTY MANAGEMENT REPORT

Submitted.

SECURITY INVESTIGATOR'S REPORT

Submitted.

OLD BUSINESS

None.

NEW BUSINESS:

- Commissioner Juszcyk: I would like Chairman to appoint a Bylaws Committee. It has been a while since bylaws have been reviewed and I think it's time.
- Chairman Van Rensalier: We'll take that under advisement.
- Commissioner Johnson: I went to Speer Village Black History Program. They did a great job. Speer Village children are moving up and having great things happening. We need to see how our Resident Services Coordinator can coordinate something for the other children at the complexes to also have those groups and activities. We should have a newsletter or something go out praising our children.
- Commissioner Rodriguez: We're celebrating Women's History Month. I want to give kudos to everyone, beginning with our staff.
- Commissioner Juszcyk: Happy Spring.

ADJOURNMENT

8:14 p.m.

Respectfully submitted,



Pamela Mitchell

Executive Director/Secretary