

ITEM D
HOUSING AUTHORITY OF THE CITY OF PASSAIC
BOARD OF COMMISSIONERS' MEETING
December 17, 2014

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 12, 2014 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: Beatrice Johnson, Commissioner
 Alan Juszcyk, Commissioner
 Angel LaBoy, Commissioner
 Henry Navarro, Commissioner
 L. Daniel Rodriguez, Commissioner
 Ronald Van Rensalier, Commissioner
 Germaine Williams, Commissioner
 Terrence J. Corrison, Esq.

STAFF MEMBERS PRESENT: Joann Arroyo
 Andrew Barcia
 Amalio Barreto
 Glenny Candelaria
 Victor Cirilo
 Jeffrey Gorley
 Lismarie Guerrero
 Joanna Lara
 Natasha Pearson
 Vincent Wynter

Meeting opened at 6:15 p.m.

ELECTIONS:

Chairperson:

A nomination was made by Commissioner Henry Navarro, seconded by Commissioner Angel LaBoy to elect Commissioner Ronald Van Rensalier as Chairperson.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Abstained; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

Action: Approved.

Commissioner Van Rensalier was elected Chairperson.

Vice-Chairperson:

A nomination was made by Commissioner Henry Navarro, seconded by Commissioner L. Daniel Rodriguez to nominate Commissioner Angel LaBoy as Vice-Chairperson.

On roll call vote: Commissioner Johnson: No; Commissioner Juszcyk: Abstained; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

Action: Approved.

Commissioner LaBoy was elected Vice-Chairperson.

Treasurer:

A nomination was made by Commissioner Germaine Williams, seconded by Commissioner Beatrice Johnson to elect Commissioner Henry Navarro as Treasurer.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Abstained; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

Action: Approved.

Commissioner Navarro was elected Treasurer.

APPROVAL OF MINUTES OF THE OCTOBER 8, 2014 BOARD OF COMMISSIONERS' MEETING.

A motion was made by Commissioner Juszcyk, seconded by Commissioner Navarro to approve the aforementioned minutes.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

ACTION: APPROVED.

APPROVAL OF THE MINUTES OF THE NOVEMBER 5, 2014 SPECIAL BOARD OF COMMISSIONERS' MEETING.

A motion was made by Commissioner Juszcyk, seconded by Commissioner Johnson to approve the aforementioned minutes.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

ACTION: APPROVED.

RESIDENT COUNCIL REPORTS:

Ann Robinson, President, Chestnut Gardens Resident Council:

Ms. Robinson wished everyone a Merry Christmas and a happy New Year.

Katie Johnson, President, Vreeland Village Community Association:

- Congratulated newly elected officers.
- Thanked Mrs. Robin Miller for handling the Halloween Party.
- Congratulated Amalio Barreto, new manager for the Chestnut Gardens/Vreeland Village developments. She stated that they have been working well together. He is very respectful and cooperative.
- She would like to see recognition to volunteers.
- She mentioned a stipend to staff members who covered at Chestnut/Vreeland Village.

Mr. Cirilo addressed Ms. Johnson regarding the stipend to staff.

Rene Griggs, President, Alfred Speer Village Resident Council:

- Expressed her gratitude to commissioners, staff, attorney, consultant, etc. for the support given to the Alfred Speer Village Resident Council.
- Barring Policy- Barring for lifetime- She stated that it is hard to hold someone to lifetime of responsibility over something they did when they were young, perhaps penalty of 5 to 10 years would be more adequate.
- She stated that Steve Carlucci is a good worker, respectful, great skill level and would be a good asset to the Authority and Alfred Speer Village maintenance staff
- Enjoyed attending NJNAHRO and asked that consideration be given to include childcare as it was in the past.

REMARKS BY CITIZENS:

Jaroslav Jackiw "JJ" – 266 Lafayette Avenue:

What were the major upgrades (over \$5,000) at all HACP sites within the City of Passaic in 2014?

Victor Cirilo (VC): New canopies, hallway lighting, fire escapes were done, painted hallways , replaced stair treads and water heater boilers at Vreeland Village; and roofing work at Speer Village.

Have all issues been resolved with equipment (washers/dryers) at all laundry rooms?

VC: Laundry rooms at senior sites have been revamped. Vreeland Village laundry rooms will be completely revamped in 2016.

Have all property managers resolved all repair issues, etc. at their respective facilities, as it relates to senior residents – September – December 2014?

VC: After every meeting, we always follow up with the residents and try our best to address all issues within a reasonable timeframe.

Has the HACP finalized and awarded contracts for all PAHC renovation projects?

VC: There is no correlation here. I cannot answer that question. Maybe you can talk to me later....

Are contracts available under HACP OPRA?

VC: It does apply. HACP has nothing to do with PAHC.

What is the status of the Pennrose Properties LLC projects and Alfred Speer Village?

VC: No Contract.

Has HUD Authorized the development projects for Alfred Speer Village?

VC: No.

What is the status of the RAD application in 2014?

VC: The Housing Authority is on a waiting list with about 50 other housing authorities waiting for approval.

Rene Griggs – 33 Aspen Place, Apt. 8A:

- Both seminars she attended were very good. How to effectively deal with residents, which was presented by Mr. William Snyder was very informative and is looking forward to having Mr. Snyder do some pro bono training for the resident council.

Patricia Jackson – 14-34 East Monroe Street, Apt. 2D:

- She would like to step up and assist the senior site representative, Ms. Ruby Straight.

A motion was made by Commissioner LaBoy, seconded by Commissioner Williams to close the public portion of the meeting.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

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 ITEM BE REMOVED FROM THE CONSENT AGENDA AND BE CONSIDERED SEPARATELY. ALL REMAINING ITEMS WILL BE CONSIDERED TOGETHER.

Commissioner Juszcyk requested that Resolutions 2014-68, -73, -81 and -85 be pulled.
Commissioner Johnson requested that Resolution 2014-70 be pulled.
Commissioner Williams requested that Resolution 2014-69 be pulled.

2014-66 RESOLUTION APPROVING ACCOUNTS PAYABLE FOR THE PERIOD OCTOBER 6, 2014 THROUGH DECEMBER 12, 2014.

2014-67 RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PASSAIC APPROVING REGULAR PUBLIC MEETINGS FOR THE YEAR 2015.

2014-71 RESOLUTION FOR THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORIZING THE EXISTING CONTRACT FOR TECHNICAL CONSULTING SERVICE FOR RAD PROGRAM ON A MONTH TO MONTH BASIS IN AN AMOUNT NOT TO EXCEED THE ORIGINAL TERMS OF AGREEMENT THROUGH JANUARY 31, 2015.

2014-72 RESOLUTION AUTHORIZING AWARD OF A TWO (2) YEAR CONTRACT FOR MANAGEMENT CONSULTING SERVICES - QUALITY CONTROL TO WILLIAM A. ELIAS ON AN AS NEEDED BASIS AT AN HOURLY RATE OF ONE HUNDRED DOLLARS (\$ 100.00).

- 2014-74 RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR FEE ACCOUNTING SERVICES TO POLCARI & CO., CPAs, ON AN "AS NEEDED BASIS" FOR A TOTAL AMOUNT NOT TO EXCEED SIXTY THOUSAND DOLLARS (\$60,000.00) FOR THE PERIOD OF JANUARY 1, 2015 THROUGH DECEMBER 31, 2016.
- 2014-75 RESOLUTION AUTHORIZING AN AWARD OF A BLANKET PURCHASE ORDER TO P.C. RICHARD AND SON FOR SIXTY-FIVE (65) 18 CU. FT. REFRIGERATORS, FORTY (40) GAS STOVES WITH ELECTRIC IGNITION THIRTY INCHES (30") WIDE, THIRTY (30) GAS STOVES WITH ELECTRIC IGNITION TWENTY-FOUR INCHES (24") WIDE, SIX (6) ELECTRIC STOVES TWENTY INCHES (20") WIDE, FOUR (4) ELECTRIC STOVES – THIRTY INCHES (30") WIDE, FIFTEEN (15) 15 CU.FT. REFRIGERATORS AND FOUR (4) 9.6 CU. FT. REFRIGERATORS IN AN AMOUNT NOT TO EXCEED FIFTYNINE THOUSAND THIRTY-SIX (\$59,036.00).
- 2014-76 RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT TO NEXT ELECTRIC CORPORATION FOR ELECTRICAL REPAIR SERVICES AT ALL AUTHORITY SITES FOR A PERIOD OF TWO (2) YEARS IN AN AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000.00) PER YEAR.
- 2014-77 RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO FALLON & LARSEN, LLP TO PERFORM AN INDEPENDENT FINANCIAL COMPLIANCE AUDIT OF AUTHORITY PROGRAMS FOR FISCAL YEAR ENDING DECEMBER 31, 2014 AND DECEMBER 31, 2014 IN AN AMOUNT OF SIXTEEN THOUSAND SIX HUNDRED TWENTY DOLLARS (\$16,620.00).
- 2014-78 RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT TO BUG ELIMINATORS TERMITE AND PEST CONTROL, INC. FOR EXTERMINATION AND PEST CONTROL SERVICES AT ALL AUTHORITY SITES IN AN AMOUNT NOT TO EXCEED TWELVE THOUSAND DOLLARS (\$12,000.00) FOR A PERIOD OF ONE YEAR.
- 2014-79 RESOLUTION AUTHORIZING APPROVAL OF THE RESIDENT SERVICES ACTIVITIES BUDGET OF THE CHESTNUT GARDENS RESIDENT COUNCIL, INC. FOR THE FISCAL YEAR OF 2015 IN AN AMOUNT NOT TO EXCEED ONE THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$1,750.00).
- 2014-80 RESOLUTION APPOINTING A FUND COMMISSIONER TO THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND.

- 2014-82 RESOLUTION BY THE HOUSING AUTHORITY OF THE CITY OF PASSAIC AUTHORIZING AN AWARD OF A CONTRACT TO WILLIAM J. GUARINI, INC., FOR GENERAL PLUMBING SERVICE, ON DEMAND AS NEEDED AT ALL SITES FOR A PERIOD OF TWO (2) YEARS AND A TOTAL NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000.00) PER YEAR.
- 2014-83 RESOLUITON AUTHORIZING AN EXTENSION OF A CONTRACT TO BUG ELIMINATORS TERMITE & PEST CONTROL, INC. FOR K-9 INSPECTIONS & BED BUG TREATMENT ON DEMAND AS NEEDED AT ALL AUTHORITY SITES IN AN AMOUNT NOT TO EXCEED THIRTY THOUSAND DOLLARS (\$30,000.00) FOR A PERIOD OF ONE (1) YEAR.
- 2014-84 RESOLUITON AUTHORIZING AWARD OF A CONTRACT TO FAIRVIEW INSURANCE AGENCY ASSOCIATES, IN.C FOR PROFESSIONAL RISK MANAGEMENT SERVICES FOR A PERIOD OF TWO (2) YEARS FOR AN AMOUNT NOT TO EXCEED 6% OF THE HOUSING AUTHORITY'S ANNUAL INSURANCE ASSESSMENT PREMIUM.
- 2015-86 2015 HOUSING AUTHORITY OF THE CITY OF PASSAIC BUDGET RESOLUTION.

A motion was made by Commissioner LaBoy, seconded by Commissioner Navarro to approve the aforementioned resolutions.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

ACTION: APPROVED.

- 2014-68 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL BY COMMISSIONER L. DANIEL RODRIGUEZ FOR THE PURPOSE OF COMPLETING FIVE (5) COURSES MANDATED BY THE STATE OF NEW JERSEY.

A motion was made by Commissioner LaBoy, seconded by Commissioner Navarro to approve the aforementioned resolution.

Commissioner Juszcyk asked that Commissioner Rodriguez consider taking the courses in Hackensack or Rutgers to limit travel expenses for the housing authority.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

ACTION: APPROVED.

2014-69 RESOLUTION ADOPTING REVISIONS TO THE BARRING (NO TRESPASSING) POLICY FOR ALL PUBLIC HOUSING RESIDENTS AFTER THE REQUIRED 30-DAY COMMENT PERIOD.

A motion was made by Commissioner LaBoy, seconded by Commissioner Navarro to approve the aforementioned resolution.

Commissioner Williams asked whether meetings were held to hear resident concerns> Mr. Cirilo stated that the Authority followed the Admissions and Occupancy Policy which allows for a comment period, review resident comments and then bring back to the board for final approval.

Commissioner Williams requested that the resolution be tabled so that meetings are held to hear the concerns of those residents who were unable to submit written comments.

MOTION TO TABLE:

A motion was made by Commissioner Williams, seconded by Commissioner Johnson to table the resolution.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: No; Commissioner LaBoy: Yes; Commissioner Navarro: No; Commissioner Rodriguez: No; Commissioner Van Rensalier: No; Commissioner Williams: Yes.

ACTION: FAILED

ROLL CALL TO APPROVE RESOLUTION:

On roll call vote: Commissioner Johnson: No; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: No.

ACTION: APPROVED.

Executive Director Victor Cirilo stated that Authority would conduct meetings to educate the residents of this policy.

Commissioner Van Rensalier stated that there was flexibility in the policy at the discretion of the Executive Director to revisit the lifetime ban.

Commissioner Williams asked whether the changes would apply to individuals already in the No Trespass List or whether it would be effective for those individuals placed moving forward. Attorney Corrison stated that it was a revision to the policy and it applied to everyone.

2014-70 RESOLUTION AUTHORIZING CERTAIN PERSONNEL ACTION.

MOTION TO TABLE:

A motion was made by Commissioner Johnson, seconded by Commissioner Williams to table the resolution.

Commissioner Johnson stated that there were some concerns by staff regarding the selection process. She asked to see the evaluations from the staff members who scored the candidates.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: No; Commissioner LaBoy: Yes; Commissioner Navarro: No; Commissioner Rodriguez: No; Commissioner Van Rensalier: No; Commissioner Williams: Yes.

ACTION: FAILED

MOTION TO APPROVE RESOLUTION:

A motion was made by Commissioner Navarro, seconded by Commissioner Rodriguez to approve the aforementioned resolution.

On roll call vote: Commissioner Johnson: No; Commissioner Juszcyk: Yes; Commissioner LaBoy: Abstained; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: No.

ACTION: APPROVED.

2014-73 RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO EXCLUSIVE CONTRACTING LLC FOR LANDSCAPE/GROUNDS MAINTENANCE SERVICE AT ALL AUTHORITY SITES FOR AN AMOUNT NOT TO EXCEED EIGHTY THOUSAND NINE HUNDRED NINETY-NINE DOLLARS AND THIRTY-SIX CENTS (\$80,999.36) FOR A PERIOD OF TWO (2) YEARS.

A motion was made by Commissioner LaBoy, seconded by Commissioner Rodriguez to approve the aforementioned resolution.

Commissioner Juszcyk asked for the definition of landscape/grounds maintenance and to give more details on what it entails.

Property Manager Amalio Barreto explained that landscape was cutting the grass and trimming hedges and grounds maintenance service was seeding the grass during the spring season, maintaining grass level during the summer season and preparation for the fall season.

Commissioner Juszcyk asked whether any of this work was duplicated by the maintenance staff. Mr. Barreto stated that the work in question was not duplicated by the maintenance

department.

Commissioner LaBoy asked whether it was a new company or the company has been doing this for the Authority. Mr. Barreto stated company was presently under contract. They were the lowest bidder and it would be their third year if approved by the Board.

Commissioner LaBoy asked what the Authority is doing to get more bids. What are we doing to aggressively get the word out? Mr. Cirilo stated that the Authority follows the standard HUD process and we are within the regulatory framework. He added that the Authority has not aggressively sought out local businesses for some of these services ...and also have not had the level of interest from the local entities. Mr. Cirilo further explained that as soon as Mr. Barreto feels more comfortable he will also embrace a vision of involving our local businesses where the Authority can actively seek out to all people and have training sessions so that we can explain how federal procurement works so that local businesses would seek a relationship with the housing authority.

Commissioner Van Rensalier stated the Authority must do its due diligence in bringing not just local, business but minority owned and female owned businesses and give them an opportunity to apply.

Mr. Cirilo made a commitment to work with Mr. Barreto to educate the local businesses in federal procurement and will train our staff within the first quarter of next year on Section 3 requirements to be more proactive.

Commissioner Juszcyk asked who determined the grass cutting and hedge trimming or is it on a schedule. Mr. Barreto explained that there is a schedule in the specifications, which the company follows. He added that property managers monitor it as well.

Commissioner Juszcyk asked whether the Authority has given any consideration to contract the work per site to attract small businesses. Mr. Barreto stated that the price the Authority is getting is based on the fact that the contractor is doing all sites. He added that the contractor stated if the work was bid per site it would be more costly.

There was further discussion regarding snow removal.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Abstained; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

ACTION: APPROVED.

2014-81 RESOLUTION REQUESTING APPROVAL FOR OFFICIAL TRAVEL TO AND FROM PITTSBURGH, PENNSYLVANIA BY ELVIS REYNOSO AND LISMARIE GUERRERO FOR THE PURPOSE OF ATTENDING A SEMINAR ENTITLED "HCV SPECIALIST AND CERTIFICATION EXAM" SPONSORED BY NANMCKAY ON FEBRUARY 2-6, 2015.

A motion was made by Commissioner LaBoy, seconded by Commissioner Williams to approve the aforementioned resolution.

Commissioner Juszcyk remarked that he was looking forward to their reports and to share their knowledge with the staff and commissioners.

Commissioner Van Rensalier asked whether there were any controls in place if one or both did not pass. Do they have to reimburse the Authority if they fail? What commitment can the Authority expect from the employees that they would continue working after a substantial amount of money has been invested in their education? Mr. Cirilo stated that the Authority does not have a retention policy, but that it was worth exploring it.

Mr. Cirilo asked Ms. Lara to address the Board regarding her experience of employees who have not passed the examination. Ms. Lara explained that the employees would have to pay and take it on-line. It is a requirement for her staff to remain employed in that capacity to be certified.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

ACTION: APPROVED.

2014-85 RESOLUTION AUTHORIZING A CONTRACT WITH THE CITY OF PASSAIC FOR POLICE SERVICES FOR A TERM COMMENCING JANUARY 1, 2015 AND TERMINATING DECEMBER 31, 2016 WITH A ONE YEAR OPTION FOR AN ANNUAL AMOUNT NOT TO EXCEED TWO HUNDRED EIGHTY THOUSAND DOLLARS (\$280,000).

A motion was made by Commissioner Williams, seconded by Commissioner LaBoy to approve the aforementioned resolution.

Commissioner Juszcyk asked how the dollar amount was derived and was there any attempt to negotiate the amount. Mr. Cirilo explained that the amount was based on a 2010 formula on the police department's expenses for a police officer and use of a vehicle. He added that the Authority was trying to negotiate that to stay at the same rate.

Commissioner Williams noted that the police officers are at the sites but to not get out of their vehicle. She added that they should have their presence known and walk the sites.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

ACTION: APPROVED.

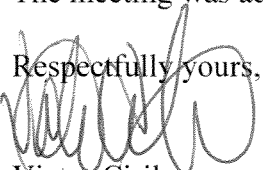
ADJOURNMENT:

A motion was made by Commissioner Williams, seconded by Commissioner Juszcyk, to adjourn the meeting.

On roll call vote: Commissioner Johnson: Yes; Commissioner Juszcyk: Yes; Commissioner LaBoy: Yes; Commissioner Navarro: Yes; Commissioner Rodriguez: Yes; Commissioner Van Rensalier: Yes; Commissioner Williams: Yes.

The meeting was adjourned at 7:53 p.m.

Respectfully yours,



Victor Cirilo
Executive Director/Secretary