

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON SEPTEMBER 10, 2024 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:12PM by Chairperson Watson. The Open Public Meeting Act was read by the Secretary.

PRESENT:

Chairperson Wanda Watson
Commissioner Walter Waters
Commissioner Beth Coleman
Commissioner Fred Shaw
Commissioner Nicole Amos
Commissioner Maria Moss

ABSENT:

Vice-Chairman W.G. Harris (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Donna Matozzi, Accounting Manager
Ms. Amani Abdellah, Esq., Legal Counsel

2. OPEN DISCUSSION

Chairperson Watson asked about a check for \$22,000.00. Ms. Matozzi responded it was for a new gate installed at Concord Towers and it will be paid through the capital funds program.

Chairperson Watson asked about the balance of the capital improvement fund. Mr. Gill responded it was for 2021, 2022 and 2023 and you have four years to spend the money.

Chairperson Watson asked what is the percentage for the rent collections. Mr. Gill responded it is calculated by what is collected for the current month and the past month.

3. ADJOURNMENT

Work Session was adjourned at 6:48 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON SEPTEMBER 10, 2024 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting, on the 10th day of September, 2024. Chairperson Wanda Watson called the meeting to order at 7:00 PM.

This meeting is called to order and is being conducted in conformity with the Open Public Meeting Act. Notice of this meeting was e-mailed to the Worrell Community Newspapers (EAST ORANGE RECORD) and NJ Advance Media (STAR-LEDGER) on Friday, December 29, 2023. This notice was e-mailed to the City Clerk Office and Public Information Office of the City of East Orange on Wednesday, January 3, 2024. This notice was posted at the Administrative Office and the Authority's two public housing developments and the EOHA website on Monday, January 8, 2024.

PRESENT:

Chairperson Wanda Watson
Commissioner Beth Coleman
Commissioner Fred Shaw
Commissioner Walter Waters
Commissioner Nicole Amos
Commissioner Maria Moss

ABSENT:

Commissioner W.G. Harris (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Project Manager
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Donna Matozzi, Accounting Manager
Ms. Denise Milton, Section 8
Ms. Frendy Deleon, FSS Coordinator
Ms. Celeste Spivey, HR Generalist
Ms. Amani Abdellah, Esq., Legal Counsel

PUBLIC NOTICE OF REGULAR MEETING

TO: BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE, CITY CLERK OF EAST ORANGE, EAST ORANGE RECORD AND NEWARK STAR LEDGER

Notice is hereby given pursuant to the Open Public Meetings Act, that a Regular Meeting of the Board of Commissioners of the Housing Authority of the City of East Orange, will be held on September 10, 2024, for the purpose of acting upon:

2024-21 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF JULY 2024

2024-22 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF AUGUST 2024

2024-23 RESOLUTION APPROVING THE CONTRACT FOR WILBERT O. GILL AS EXECUTIVE DIRECTOR FOR THE EAST ORANGE HOUSING AUTHORITY FOR A FIVE-YEAR PERIOD FROM AUGUST 1, 2024 THROUGH JULY 31, 2029

2024-24 LOCAL FINANCE BOARD SUBMISSION OF 2023 AUDIT REPORT

2024-25 RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND

2024-26 RESOLUTION RATIFYING THE RENEWAL OF THE ANNUAL COMMERCIAL LIABILITY INSURANCE COVERAGE WITH HOUSING AUTHORITY INSURANCE GROUP (HAI GROUP) IN AN AMOUNT OF \$22,647.00

2024-27 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE ANNUAL PROPERTY INSURANCE

COVERAGE WITH HAI GROUP IN AN AMOUNT OF
\$23,162.00

2024-28 RESOLUTION AUTHORIZING THE OPENING AND CLOSING
DATES OF THE WAITING LIST FOR THE HOUSING
CHOICE VOUCHER PROGRAM (HCVP) (FORMALLY KNOWN
AS SECTION 8)

2024-29 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO OPEN THE WAITING LIST AND ACCEPT
APPLICATIONS FOR ONE (1) BEDROOM
ELDERLY/DISABLED UNITS (APARTMENTS) AT
CONCORD TOWERS

2024-30 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO OPEN THE WAITING LIST AND ACCEPT
APPLICATIONS FOR ZERO (0) AND ONE (1) BEDROOM
ELDERLY/DISABLED UNITS (APARTMENTS) AT VISTA
VILLAGE

2024-31 RESOLUTION RATIFYING COMMISSIONER W. G. HARRIS
TO ATTEND PHADA 2024 LEGISLATIVE FORUM IN
WASHINGTON, DC CAPITOL HILL, SEPTEMBER 8-10,
2024

2024-32 RESOLUTION AUTHORIZING COMMISSIONER WALTER L.
WATERS, WILBERT GILL, KASSEMA JONES, TUESDAY
WHITNEY AND EVA IRBY TO ATTEND THE NAHRO 2024
NATIONAL CONFERENCE IN ORLANDO, FL, SEPTEMBER
2528, 2024

2024-33 RESOLUTION AUTHORIZING AN AMENDMENT TO THE
HOUSING CHOICE VOUCHER PROGRAM (HCV)
ADMINISTRATIVE PLAN TO ESTABLISH A PREFERENCE
FOR HOMELESS POPULATION

And for the purpose of transacting any other
business related hereto or which may properly come
before each meeting.

1. **OPEN PUBLIC MEETING ACT and ROLL CALL**

PRESENT:

Chairperson Wanda Watson
Commissioner Beth Coleman
Commissioner Fred Shaw
Commissioner Walter Waters
Commissioner Nicole Amos
Commissioner Maria Moss

ABSENT:

Commissioner W.G. Harris (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassem Jones, Project Manager
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Denise Milton, HCVP Manager
Ms. Celeste Spivey, HR Generalist
Ms. Frendy DeLeon, FSS Coordinator
Ms. Donna Matozzi, Accounting Manager
Ms. Amani Abdellah, Edq., Legal Counsel

2. **MINUTES**

MOTION: Commissioner Waters moved to approve the minutes of the previous meeting in July of 2024. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.
Nays: None.
Abstentions: Moss.

The Resolution was approved 5-0-1.

3. APPROVAL OF THE BILLS

MOTION: Commissioner Waters moved to approve the payment of the bills for July. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.

Nays: None.

Abstentions: Moss.

The Resolution was approved 5-0-1.

MOTION: Commissioner Waters moved to approve the payment of the bills for August. Commissioner Amos seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.

Nays: None.

Abstentions: Moss.

The Resolution was approved 5-0-1.

4. AUDIT REPORT

Anthony Giampolo gave a presentation regarding the audit and answered questions from the Commissioners.

5. VISITORS

Ms. Paige, Concord Towers. Said she has been harassed by people doing construction work in the

building.

Rita Featherstone, Concord Towers. She complained about the construction noise in the building above her apartment. She complained about drug use in the building and problems with apartment 407.

Mary Richards, Concord Towers. She complained about the children playing in the building and no one cleans up after them.

Ms. Riddick. She complained about packages being delivered in the apartment and anyone has access to them and may steal them.

6. REPORTS

COMMITTEE REPORTS

REAL ESTATE DEVELOPMENT: There was no report.

FINANCE: There was no report.

BUILDINGS & GROUNDS: There was no report.

BY-LAWS & PROCUREMENT: There was no report.

PERSONNEL: There was a report.

NON-PROFIT COMMITTEE: There was no report.

EOHCDC BOARD OF DIRECTORS: There was no report.

LEGAL REPORT (Board Attorneys)

There was no report.

EXECUTIVE DIRECTOR

Mr. Gill highlighted his report and answered questions from the Commissioners.

Ms. Jones highlighted her report and answered questions from the Commissioners.

Ms. Irby highlighted her report and answered questions from the Commissioners.

Ms. Denise Milton highlighted her report and answered questions from the Commissioners.

Ms. Whitney highlighted her report and answered questions from the Commissioners.

Ms. DeLeon highlighted her report and answered questions from the Commissioner.

Ms. Spivey highlighted her report and answered questions from the Commissioners.

7. OLD BUSINESS

There was no Old Business.

8. NEW BUSINESS

There was no New Business.

9. RESOLUTIONS

**2024-23 RESOLUTION APPROVING THE CONTRACT FOR
WILBERT O. GILL AS EXECUTIVE DIRECTOR FOR
THE EAST ORANGE HOUSING AUTHORITY FOR A
FIVE-YEAR PERIOD FROM AUGUST 1, 2024 THROUGH
JULY 31, 2029**

Commissioner Waters moved to approve the resolution. Commissioner Amos seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.
Nays: None.
Abstentions: Moss.

The Resolution was approved 5-0-1.

**2024-24 LOCAL FINANCE BOARD SUBMISSION OF 2023 AUDIT
REPORT**

Commissioner Waters moved to approve the resolution. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.
Nays: None.
Abstentions: Moss.

The Resolution was approved 5-0-1.

**2024-25 RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE
NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT
INSURANCE FUND**

Commissioner Shaw moved to approve the resolution. Commissioner Waters seconded.

There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.

Nays: None.

Abstentions: Moss.

The Resolution was approved 5-0-1.

2024-26 RESOLUTION RATIFYING THE RENEWAL OF THE ANNUAL COMMERCIAL LIABILITY INSURANCE COVERAGE WITH HOUSING AUTHORITY INSURANCE GROUP (HAI GROUP) IN AN AMOUNT OF \$22,647.00

Commissioner Waters moved to approve the resolution. Commissioner Amos seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.

Nays: None.

Abstentions: Moss.

The Resolution was approved 5-0-1.

2024-27 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE ANNUAL PROPERTY INSURANCE COVERAGE WITH HAI GROUP IN AN AMOUNT OF \$23,162.00

Commissioner Waters moved to approve the resolution. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.

Nays: None.
Abstentions: Moss.

The Resolution was approved 5-0-1.

**2024-28 RESOLUTION AUTHORIZING THE OPENING AND
CLOSING DATES OF THE WAITING LIST FOR THE
HOUSING CHOICE VOUCHER PROGRAM (HCVP)
(FORMALLY KNOWN AS SECTION 8)**

Commissioner Amos moved to approve the resolution. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.
Nays: None.
Abstentions: Moss.

The Resolution was approved 5-0-1.

**2024-29 RESOLUTION AUTHORIZING THE EXECUTIVE
DIRECTOR TO OPEN THE WAITING LIST AND ACCEPT
APPLICATIONS FOR ONE (1) BEDROOM
ELDERLY/DISABLED UNITS (APARTMENTS) AT
CONCORD TOWERS**

Commissioner Amos moved to approve the resolution. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.
Nays: None.
Abstentions: Moss.

The Resolution was approved 5-0-1.

**2024-30 RESOLUTION AUTHORIZING THE EXECUTIVE
DIRECTOR TO OPEN THE WAITING LIST AND ACCEPT
APPLICATIONS FOR ZERO (0) AND ONE (1)
BEDROOM ELDERLY/DISABLED UNITS (APARTMENTS)
AT VISTA VILLAGE**

Commissioner Amos moved to approve the resolution. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.

Nays: None.

Abstentions: Moss.

The Resolution was approved 5-0-1.

**2024-31 RESOLUTION RATIFYING COMMISSIONER W. G.
HARRIS TO ATTEND PHADA 2024 LEGISLATIVE
FORUM IN WASHINGTON, DC CAPITOL HILL,
SEPTEMBER 8-10, 2024**

Commissioner Waters moved to approve the resolution. Commissioner Amos seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.

Nays: None.

Abstentions: Moss.

The Resolution was approved 5-0-1.

2024-32 RESOLUTION AUTHORIZING COMMISSIONER WALTER L. WATERS, WILBERT GILL, KASSEMA JONES, TUESDAY WHITNEY AND EVA IRBY TO ATTEND THE NAHRO 2024 NATIONAL CONFERENCE IN ORLANDO, FL, SEPTEMBER 2528, 2024

Commissioner Amos moved to approve the resolution. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.
Nays: None.
Abstentions: Moss.

The Resolution was approved 5-0-1.

2024-33 RESOLUTION AUTHORIZING AN AMENDMENT TO THE HOUSING CHOICE VOUCHER PROGRAM (HCV) ADMINISTRATIVE PLAN TO ESTABLISH A PREFERENCE FOR HOMELESS POPULATION

Commissioner Waters moved to approve the resolution. Commissioner Amos seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Watson.
Nays: None.
Abstentions: Moss.

The Resolution was approved 5-0-1.

10. EXECUTIVE SESSION

Commissioner Coleman moved to go into Executive

Session to discuss confidential matters. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Amos, Coleman, Waters, Moss, Watson.

Nays: None.

Abstentions: None.

The motion was approved 6-0-0. The Commissioners went into Executive Session at 8:15pm.

The Commissioners returned to open session at 8:19pm.

11. ADJOURNMENT

Commissioner Waters moved to adjourn. Commissioner Coleman seconded. By unanimous acclamation the meeting was adjourned at 8:22pm.

MINUTES OF AN EXECUTIVE SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON SEPTEMBER 10, 2024, AT 160 HALSTED STREET, EAST ORANGE, NJ

1. ROLL CALL

The Executive Session meeting was called to order at 8:15PM by Chairperson Watson.

PRESENT:

Chairperson Wanda Watson
Commissioner Walter Waters
Commissioner Beth Coleman
Commissioner Fred Shaw
Commissioner Nicole Amos
Commissioner Maria Moss

ABSENT:

Vice-Chairman W.G. Harris (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Amani Abdellah, Esq., Legal Counsel

2. OPEN DISCUSSION

There was discussion regarding the Executive Director's contract. Chairperson Watson covered some of the specifics of the contract and entertained questions from the Commissioners. None of the Commissioners had a problem with the proposed contract.

3. ADJOURNMENT

The Executive Session adjourned at 8:19 p.m.