

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WED. NOVEMBER 8, 2017 12:00 PM
James Abbott Apartments – 490 Hoffman Avenue, Trenton, NJ**

The meeting was called to order by Vice Chair, Darlene Weldon-Gordon, who announced it was to be noted in the Book of Minutes that the required 48 hours notice of this meeting was mailed to the offices of *The Times*, the *Trentonian* and the Clerk of the City of Trenton, as well as, having been posted in the main entrance of the Housing Authority in accordance with the New Jersey Open Public Meetings Law also known as the Sunshine Law.

ROLL CALL

PRESENT: William Fitzgerald, Shenette Gray, Gary Gentry, Kim Taylor and Jessie Tossie, Commissioners; Darlene Weldon-Gordon, Vice Chair; and Jelani B. Garrett, Secretary/ Executive Director

ABSENT John C. Raines, Chairman

ALSO

PRESENT: Rocky Peterson, Legal Counsel, Clifford Godfrey, Deputy Executive Director, Latrice Leggett, Acting Director of Finance, Chrysti Huff, Redevelopment Project Manager, Vance Thompson, Acting Chief of Security, Amy Fleming, Asset Manager, Kenneth King, Asset Manager, Pamela Brooks, Director of Resident and Community Services and Francine Nalbone, Human Resources.

Executive Director Jelani Garrett stated that before we start the meeting we want to congratulate the new members of the Abbott Resident Council. Clarence Willets, Betty James, Marion Williams, Linda Allen, and Ronnie Vereen. He asked all the new members to come up the front to be sworn in. Each member was sworn in to the following positions. Clarence Willets, President, Betty James, Vice President, Marion Williams, Secretary, Linda Allen, Treasurer, and Ronnie Vereen, Sergeant-At- Arms.

Following the swearing in, Vice-Chair Weldon Gordon asked for a motion to adopt today's agenda.

Commissioner Fitzgerald moved that the agenda for November 8, 2017 be approved; the motion was seconded by Commissioner Gray and upon a voice vote, as follows, the motion carried:

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | 1 | | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 6 | 0 | 0 |

Vice Chair Weldon Gordon stated next is approval of the minutes from our regular meeting and the executive session held on October 11, 2017. Vice Chair Weldon-Gordon asked if there were any questions; there being no questions she then asked for a motion to move the minutes. Commissioner Fitzgerald moved that the minutes be approved; the motion was seconded by Commissioner Gray and upon roll call the motion carried as follows:

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | 1 | | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 6 | 0 | 0 |

Vice Chair Weldon Gordon then turned the meeting over to the Secretary for his report.

Executive Director Garrett stated he was going to start with the resolutions and turned the floor over to Latrice Leggett, Acting Finance Director.

Latrice Leggett, Acting Finance Director, presented Resolution 17-42, which authorizes the disbursements for the month of October 2017 in the amount of \$367,254.80.

Vice Chair Weldon Gordon asked for a motion to approve Resolution 17-42. Commissioner Fitzgerald moved the motion to approve Resolution 17-42, disbursements for the month of October; Commissioner Gray seconded the motion and upon roll call the motion carries as follows:

RESOLUTION 17-42

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | 1 | | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 6 | 0 | 0 |

Dwayne Tucker, Casterline Associates, presented Resolution 17-43, which authorizes the adoption of the Annual Audit for the year ending December 31, 2016. The audit was prepared by Aprio (Yeager & Boyd) Independent Auditors.

Vice Chair Weldon Gordon asked for a motion to adopt Resolution 17-43, the Annual Audit for year ending December 31, 2016; Commissioner Fitzgerald moved the motion to adopt the Annual Audit; Commissioner Gentry seconded the motion and upon roll call the motion carries as follows:

RESOLUTION 17-43

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | | 1 | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 5 | 1 | 0 |

Dwayne Tucker, Casterline Associates, presented Resolution 17-44, Corrective Action Plan which is in relation to our audit findings. The auditors found that the Trenton Housing Authority was under collateralized by \$323,690. He explained in detail exactly what that meant and explained that it involved one account which the bank did not collateralize as per our depository agreement. The bank has corrected this, and all our funds are collateralized.

Gary Gentry asked about the vendor payouts for violations.

Executive Director Garrett stated that we have satisfied the vendor payouts. He further stated that it was not related to Section 3; it was related to the Davis Bacon violations. It was in terms of the developer and their certified payrolls, so we held back the funds so

that if they ever comes back in the future looking for that we have the funds. We have cleared up most of those violations so that fund has around \$30,000 remaining in it.

Vice Chair Weldon Gordon asked for an explanation of what Mr. Tucker meant by “ding” in his explanation. Mr. Tucker explained in detail what he meant by “ding”. Executive Director Garrett explained that we were penalized for something that was the fault of the bank.

There being no other questions, Vice Chair for a motion to adopt Resolution 17-44, a Corrective Action Plan in relation to the audit findings. Commissioner Fitzgerald moved the motion; Commissioner Gray seconded the motion and upon roll call the motion carries as follows:

RESOLUTION 17-44

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | | 1 | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 5 | 1 | 0 |

Dwayne Tucker, Casterline Associates, presented Resolution 17-45 adopting our budget for the physical year ending December 31, 2015. He explained that it was already approved by the Board; he further explained the reasons surrounding this Resolution. All questions asked were answered to the Boards satisfaction.

Vice Chair Weldon-Gordon then asked for a motion to move Resolution 17-45 the adoption of the budget for physical year ending December 31, 2015. Commissioner Fitzgerald moved the motion; Commissioner Gray seconded the motion and upon roll call the motion carries as follows:

RESOLUTION 17-45

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | 1 | | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 6 | 0 | 0 |

Executive Director Garrett called upon Ken Martin, Manager of Procurement and Contracts to present Resolution 17-46.

Ken Martin, Manager of Procurement and Contracts presented Resolution 17-46, Snow Removal and recommended that the Board of Commissioners authorizes the Executive Director to execute a Contract with Job One Lawn and Landscape, LLC.

Vice Chair Weldon Gordon asked for a motion to move Resolution 17-46. Commissioner Fitzgerald moved the motion for snow removal; Commissioner Gray seconded the the motion and upon roll call the motion carries as follows:

RESOLUTION 17-46

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | 1 | | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 6 | 0 | 0 |

Executive Director Garrett stated that we have one more Resolution which is a walk-on. It was not included in your package, but it was provided today in a folder.

Ken Martin, Manager of Procurement and Contracts presented Resolution 17-47 for the purchase of two (2) new vehicles (Ford F-250).

Commissioner Gray asked if these are replacement vehicles.

Executive Director Garrett stated that these are additional vehicles. This will allow each development to have a vehicle as well as the specialty crews. This will give us a total of five (5) pick-up trucks all together. We currently have three (3) pick-up trucks.

Vice Chair Weldon Gordon ask for a motion to approve Resolution 17-47 for the purchase of two (2) new vehicles. Commissioner Fitzgerald moved the motion; Commissioner Gray seconded the motion and upon roll call the motion carries as follows:

RESOLUTION 17-47

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | 1 | | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 6 | 0 | |

This concludes the Report of the Secretary.

Vice Chair Weldon Gordon asked if there was any unfinished business.

UNFINISHED BUSINESS

There being no unfinished business; Vice Chair Weldon Gordon asked if there was any new business.

NEW BUSINESS

There being no new business; Vice Chair Weldon Gordon stated we would move on to the Public Session.

PUBLIC COMMENTS

The following residents addressed the Board with regards to their concerns.

Jacqueline Crawford, 237 Oakland, Apt 307 – we have a resident that is calling people B's W's and N. We have addressed it with the manager and still nothing is being done. We would like the Board to look into this.

Racheal Reed, 237 Oakland, Apt 407 – Unable to hear her concerns.

Nellie Milborne, 490 Hoffman Ave, Apt 906 – Problem with both Kenny and Amy, Managers. She provided the Board with some details. She stated that the managers should learn how to speak to people.

Lillian Jackson, 237 Oakland, Apt 602 – Requested a new podium; problem with people urinating in the rear parking lot causing it to smell horrible out back. She asked if that area could be hosed down.

Mark Lee, 490 Hoffman Ave, Apt 309 – Extermination in the compactor rooms, van doesn't have a lift with doesn't allow for people in wheelchairs, and sidewalk is breaking up and it is a problem for residents in wheel chair.

Clarence Willets, 490 Hoffman Ave – In October a letter was presented to the Board. A meeting was held however, we would like something in writing. Thanked the Board for accepting their invitation to have the Board Meeting at Abbott.

Gary Gentry asked if someone is going around calling people B's W's and N's are they in violation of their lease. Executive Director Garrett stated that it was a lease violation. He said that he had just learned about this yesterday.

Mary Terell, 490 Hoffman Ave, Apt 407 The noise from the resident over her. She stated that she is unable to get any rest do to the noise from the resident above her all hours of the night. She also stated that she has water running down into her apartment.

Vice Chair Weldon Gordon which room the water was running into and Ms. Terell stated the bathroom. The noise is coming from the resident in Apt. 507.

Executive Director Garrett told her to see her manager and fill out a neighbor complaint form.

Vice Chair Weldon Gordon thanked everyone for coming. She then asked for a motion to adjourn the meeting. Commissioner Fitzgerald moved the motion; Commissioner Gentry seconded the motion and upon a voice vote the motion carried as follows:

| | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAINS</u> |
|----------------------------|--------------------|--------------------|------------------------|
| Com. William Fitzgerald | 1 | | |
| Com. Shenette Gray | 1 | | |
| Com. Gary Gentry | 1 | | |
| Com. Kim Taylor | 1 | | |
| Com. Jessie Tossie | 1 | | |
| Com. Darlene Weldon-Gordon | 1 | | |
| Total | 6 | 0 | 0 |

Vice Chair Weldon Gordon informed the residents that there was food in the back.

Jelani B. Garrett
Board of Commissioners
Housing Authority
of the
City of Trenton