

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WED. NOVEMBER 20, 2018 5:00 PM
ADM. BLDG., 875 NEW WILLOW STREET**

The meeting was called to order by Chairman, John Raines, 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: Clifton Anderson, William Fitzgerald, Kim Taylor Commissioners; Darlene Weldon-Gordon, Vice-Chair; John Raines, Chairman; and Jelani B. Garrett, Secretary/Executive Director

LATE: Gary Gentry

ALSO PRESENT: Rocky Peterson, Attorney

Chairman Raines stated that we have a quorum. Chairman Raines then asked for a motion to adopt the agenda.

Vice-chair Weldon-Gordon moved that the agenda for November 20, 2018 be approved; the motion was seconded by Commissioner Fitzgerald and upon a voice vote, the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. Clifton Anderson	1		
Com. William Fitzgerald	1		
Com. Kim Taylor	1		
Com. Darlene Weldon-Gordon	1		
Com. John Raines	1		
Total	5	0	0

Chairman Raines stated the agenda has been adopted.

Chairman Raines stated next is the approval of the minutes for the Regular Board Meeting and the Executive Session held on October 10, 2018. Chairman Raines asked

for a motion to move the minutes. Com. Fitzgerald moved the motion and Commissioner Anderson 2nd the motion and upon roll call that motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. Clifton Anderson	1		
Com. William Fitzgerald			1
Com. Kim Taylor	1		
Com. Darlene Weldon-Gordon	1		
Com. John Raines	1		
Total	4	0	1

Minutes Approved.

John Raines, Chairman asked for the Report of the Secretary.

Jelani B. Garrett, Secretary/Executive Director called upon Latrice Leggett, Director of Resolution to introduce Resolution 18-33.

Latrice Leggett, Director of Finance, introduced Resolution 18-33 approving disbursements for the month of October totaling \$573,441.34. Latrice Leggett, Director of Finance, recommended that the Board of Commissioners adopt this Resolution approving the disbursements for the month of October 2018.

Chairman Raines stated he would take a motion for Resolution 18-33. Vice-chair Weldon-Gordon and Commissioner Fitzgerald 2nd the motion. Chairman Raines asked if there were any questions, comments or concerns. Seeing there are on, Chairman Raines asked for the roll to be called and upon roll call the motion carries as follows:

RESOLUTION 18-33 (Attached)

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. Clifton Anderson	1		
Com. William Fitzgerald	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon-Gordon	1		
Com. John Raines	1		
Total	6	0	0

Resolution Passed.

Jelani B. Garrett, Secretary/Executive Director called on Kenneth Martin, Manager of Procurement and Contracts to introduce Resolution 18-34. Kenneth Martin stated Resolution 18-34 authorizes it's Executive Director to enter into an agreement with Job One Lawn and Landscape, LLC for snow removal during the course of the 2018-2019 winter season. Kenneth Martin is recommending that the Board of Commissioners approve Resolution 13-34 for an amount not to exceed \$126,450.

Chairman Raines stated he would take a motion for Resolution 18-34. Commissioner Fitzgerald moved the motion, Commissioner Anderson seconded the motion. Chairman Raines asked if there were any more questions. Commissioner Fitzgerald asked how was the cost estimated? Mr. Martin explained there is a formula that is used based on number of inches. Commissioner Fitzgerald stated he noticed it has been consistently going up each year. Executive Director Garrett explained that the amount spent depends on the frequency of the storms. Last year we one huge storm we had multiple storms. It is actually worse for us if we have multiple storms because we are paying for each event. Commissioner Fitzgerald asked for the name of the snow removal company. Mr. Martin replied Job One. Commissioner Taylor asked if it was the same company who has done lawn service for us. Ken Martin stated yes, they have provided lawn service for us in the past. Executive Director stated we did lawn service in house the past 2 years. Commissioner Taylor asked if this is Eutsey's. Executive Director Garrett stated no this is Stan Tucker. Chairman Raines asked if there were anymore questions. There being no more questions Chairman Raines asked for the roll to be called and upon roll call the motion carried as follows.

RESOLUTION 18-34 (Attached)

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. Clifton Anderson	1		
Com William Fitzgerald	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon-Gordon	1		
Com. John Raines	1		
Total	6	0	0

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director called on Kenneth Martin, Manager of Procurement and Contracts to introduce Resolution 18-35. Ken Martin introduced Resolution 18-35 authorizing the Executive Director to enter into an agreement for the removal and recycle of scrap appliances. Mr. Martin explained that the an Invitation for Bid (IFB) was issued in April 2018. No bids were received so pursuant to N.J.S.A. 40A:11-5 (3)(a)(c) the THA negotiated for required services. Mr. Martin is recommending that the Board approve Resolution 18-35 for the removal and recycling of scrap appliances.

Chairman Raines stated he would take a motion for Resolution 18-35. Vice-chair Weldon Gordon moved the motion; Commissioner Fitzgerald seconded the motion. Chairman Raines asked if there were any questions. Commissioner Fitzgerald stated that there is a company up in North Jersey that would recycle the appliances and give them to less fortunate families. This is just food for thought and perhaps we could look into that. Mr. Martin stated that years ago we tried something like this years ago but not sure what happened with it. There being no more questions, Chairman Raines called for the roll and upon roll call the motion carried as follows:

RESOLUTION 18-35 (Attached)

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Com. Clifton Anderson	1		
Com. William Fitzgerald	1		
Com. Gary Gentry	1		
Com. Kim Taylor	1		
Com. Darlene Weldon-Gordon	1		
Com. John Raines	1		
Total	6	0	0

Resolution passed.

This concluded the Report of the Secretary.

NEW BUSINESS

Vice-chair Weldon-Gordon stated that on Thursday (Thanksgiving Day) we are going to be feeding the seniors at the Abbott Building from 11 to 1 and she would love for the

Pam Brooks, Resident Services Manager reported that the Halloween Party held on October 31st was a huge success; the Afterschool Program is growing. We have approximately 28- 30 children who attend on a consistent basis. Resident Services provided 25 THA residents with Thanksgiving baskets this year. Commissioner Weldon-Gordon and the Greater Life Worship Center are offering a fun night of Bingo at our Senior Buildings. A representative from Life St. Francis visited and presented "Ways to Prevent Falls" to our Seniors.

REPORT FROM THE CHAIR

.Chairman Raines stated he had nothing to add.

PUBLIC COMMENT

No public was present.

Chairman Raines stated the Board will be going into Executive Session and will not be returning.

Chairman Raines called for a motion to go into Executive Session and upon a voice vote; all in attendance Aye.

Jelani B. Garrett.

Board of Commissioners
Housing Authority
of the
City of Trenton